

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

BOARD OF EDUCATION
MEETING NOTICE

DATE:	February 27, 2018
TIME:	7:30 P.M.
PLACE:	Sarah Noble Intermediate School - Library Media Center

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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. National Geographic Geography Bee: SMS student Brett Kornhaas

B. NMPS Stars of the Month: Shannon Arcano, Victoria Giudice, Robyn Hicks, Roger Hill, Stephanie Sagaria, Lynn Sheeran

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. Annual Meeting Minutes December 19, 2017
- 2. Regular Meeting Minutes December 19, 2017
- 3. Regular Meeting Minutes January 9, 2018
- 4. Budget Hearings and Adoption Minutes January 16, 17, 23, and 24, 2018

7. SUPERINTENDENT'S REPORT

A. Next Gen Performance 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 – Mr. Schemm
- D. Committee on Learning – Mrs. McInerney
- E. EdAdvance – Mr. McCauley
- F. Connecticut Boards of Education (CABE) – Mr. Lawson
- G. Negotiations Committee – Mrs. Faulenbach
- H. Magnet School – Mrs. Monaghan

10. DISCUSSION AND POSSIBLE ACTION

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated February 27, 2018
- B. Monthly Reports
 - 1. Budget Position
 - 2. Purchase Resolution: D-707
 - 3. Request for Budget Transfers
- C. Gifts & Donations
 - 1. PTO – Exhibit B
 - 2. Lowe's Toolbox for Education Program
- D. Policy for Second Review
 - 1. 1140 Distribution of Materials to and by Students (Use of Students)
- E. Policies for Approval
 - 1. 4112.5/4212.5 Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers
 - 2. 4118.112/4218.112 Sexual and Other Unlawful Harassment
 - 3. 5114 Removal/Suspension/Expulsion
 - 4. 5157 Use of Physical Force
- F. Approval of the Following Curricula
 - 1. Physical Education K-12
- G. Sherman Contract

11. ITEMS FOR INFORMATION AND DISCUSSION

- A. Field Trip Report
- B. Important Dates New Milford Public Schools 2018-2019
- C. Board of Education Adopted 2018-2019 Budget
- D. Town of New Milford Audit Report dated June 30, 2017
- E. Fuel Tank Report
- F. Thermal Scan/Roof Report
- G. Security Update

12. ADJOURN

ITEMS OF INFORMATION

Policy Sub-Committee Meeting Minutes – February 6, 2018
 Committee on Learning Meeting Minutes – February 6, 2018
 Facilities Sub-Committee Meeting Minutes – February 13, 2018
 Operations Sub-Committee Meeting Minutes – February 13, 2018

Policy Sub-Committee Meeting March 6, 2018 – 6:45 p.m. Lillis Administration Building, Room 2	Operations Sub-Committee Meeting March 13, 2018 – 7:30 p.m. Lillis Administration Building, Room 2
Committee on Learning Meeting March 6, 2018 – 7:30 p.m. Lillis Administration Building, Room 2	Board of Education Regular Meeting March 20, 2018 – 7:30 p.m. Sarah Noble Intermediate School, LMC
Facilities Sub-Committee Meeting March 13, 2018 – 6:45 p.m. Lillis Administration Building, Room 2	

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

Present:	Mrs. Angela C. Chastain Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. David A. Lawson Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen Monaghan Mr. J.T. Schemm	RECEIVED TOWN CLERK 2017 DEC 21 P 3:33
Absent:	Mr. Joseph Failla	

NEW MILFORD, CT

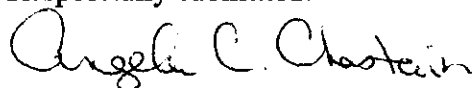
Also Present:	Mr. Joshua Smith, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Ms. Roberta Pratt, Director of Technology Mr. Kevin Munrett, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mr. Greg Shugrue, Principal, New Milford High School
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1.	Call to Order	Call to Order
A.	Pledge of Allegiance The annual meeting of the New Milford Board of Education was called to order at 7:00 p.m. by Superintendent Smith. The Pledge of Allegiance immediately followed the call to order.	A. Pledge of Allegiance
2.	Recommended Action	Recommended Action
A.	Election of Board Officers 1. Chairperson Mr. Smith, Superintendent of Schools, asked for nominations for the position of Chairperson. Mrs. McInerney nominated Mr. Lawson for Chairperson of the New Milford Board of Education.	A. Election of Board Officers 1. Chairperson Mr. Lawson was nominated and unanimously elected Chairperson of the New Milford Board of Education.

	<p>Mr. Lawson was unanimously elected Chairperson.</p> <p>At this time, Mr. Lawson assumed the Chair of the meeting.</p> <p>2. Vice Chairperson</p> <p>Mr. Lawson asked for nominations for the position of Vice Chairperson of the New Milford Board of Education.</p> <p>Mr. Dahl nominated Mrs. McInerney for the position of Vice Chairperson of the New Milford Board of Education.</p> <p>Mrs. McInerney was unanimously elected Vice Chairperson.</p> <p>3. Secretary</p> <p>Mr. Lawson asked for nominations for the position of Secretary of the New Milford Board of Education.</p> <p>Mrs. Monaghan nominated Mrs. Chastain for the position of Secretary of the New Milford Board of Education.</p> <p>Mrs. Chastain was unanimously elected secretary.</p> <p>4. Assistant Secretary</p> <p>Mr. Lawson asked for nominations for Assistant Secretary of the New Milford Board of Education.</p> <p>Mr. Lawson nominated Mrs. Monaghan for the position of Assistant Secretary of the New Milford Board of Education.</p> <p>Mrs. Monaghan was unanimously elected Assistant Secretary.</p>	<p>2. Vice Chairperson</p> <p>Mrs. McInerney was nominated and unanimously elected Vice Chairperson of the New Milford Board of Education.</p> <p>3. Secretary</p> <p>Mrs. Chastain was nominated and unanimously elected Secretary of the New Milford Board of Education.</p> <p>4. Assistant Secretary</p> <p>Mrs. Monaghan was nominated and unanimously elected Assistant Secretary of the New Milford Board of Education.</p>
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	<ul style="list-style-type: none">As part of CAFE's recommended Best Practices for Boards of Education, Mr. Lawson distributed Policy 9005 Statement of Integrity and Policy 9271 Code of Ethics, as well as a handout of CAFE Board Member Response Recommendations to common questions.	
3.	Adjourn Mr. Schemm moved to adjourn the meeting at 7:10 p.m., seconded by Mrs. Chastain and passed unanimously.	Adjourn Motion passed unanimously to adjourn the meeting at 7:10 p.m.

Respectfully submitted:



Angela C. Chastain

Secretary

New Milford Board of Education

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

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NEW MILFORD, CT

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
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Also Present:	Mr. Joshua Smith, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Roberta Pratt, Director of Technology Mr. Anthony Giovannone, Director of Operations and Fiscal Services Mr. Kevin Munrett, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mr. Greg Shugrue, Principal, New Milford High School Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School Mrs. Susan Murray, Principal, Northville Elementary School Dr. Chris Longo, Principal, Schaghticoke Middle School Ms. Elizabeth Meskill, Student Representative Mr. Gregory Winkelstern, Student Representative
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1.	Call to Order A. Pledge of Allegiance The regular meeting of the New Milford Board of Education was called to order at 7:30 p.m. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Recognition A. Peace Poster Contest: SMS student Keira Sosbe <ul style="list-style-type: none"> Mr. Smith welcomed Keira who explained the idea behind her winning poster. 	Recognition A. Peace Poster Contest: SMS student Keira Sosbe

<p>B.</p>	<p>VFW Patriot's Pen Essay Contest: SMS student Claire Daniels</p> <ul style="list-style-type: none"> • Dr. Longo noted this contest is a tradition for SMS eighth graders and he congratulated Claire. <p>C. NMPS Retirees: Jody Altenhof, Claudia Avery, Linda Mercier, Janet Natale</p> <ul style="list-style-type: none"> • Mr. Smith recognized the retirees' dedication and length of service. He wished them well in their retirement. <p>D. NMPS Stars of the Month: Karla Buffington, Lee Dovale, Allyson Drahota, Jennifer Okoski, Kathleen Taylor, Ashley Vinhateiro</p> <ul style="list-style-type: none"> • Mr. Smith read a comment about each Star from the person who nominated them. They each received a pin recognizing their nomination and Jennifer Okoski was randomly selected to drive the Ingersoll Automotive Courtesy Car for the month. <p>The meeting recessed at 7:41 p.m. for a brief reception and reconvened at 7:50 p.m.</p>	<p>B. VFW Patriot's Pen Essay Contest: SMS student Claire Daniels</p> <p>C. NMPS Retirees: Jody Altenhof, Claudia Avery, Linda Mercier, Janet Natale</p> <p>D. NMPS Stars of the Month: Karla Buffington, Lee Dovale, Allyson Drahota, Jennifer Okoski, Kathleen Taylor, Ashley Vinhateiro</p>
<p>3.</p>	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	<p>Public Comment</p>
<p>4.</p>	<p>PTO Report</p> <ul style="list-style-type: none"> • Mrs. Kathleen Lewis, PTO President, said all of the schools' Scholastic book fairs and events were a success. This is a great opportunity to encourage reading. • SMS PTO sponsored a dance for the 7th and 8th grade students which was held right after school. It was very well attended and they are looking to do something similar for the 6th graders. 	<p>PTO Report</p>

	<ul style="list-style-type: none"> • The K-5 PTOs held holiday shops where students had an opportunity to shop for family, friends and pets. This program is a huge success. The students love to buy for their loved ones and they learn to be responsible with money. • All the PTOs are putting together some kind of treats for the holidays for the staff to show their appreciation for their dedication. • The New Year will hold some great events for all the schools: the Read-A-Thon, Box Tops contests, dances, Book March Madness and much more. The PTO wished everyone a very happy and healthy holiday and New Year. 	
5.	<p>Student Representative's Report</p> <ul style="list-style-type: none"> • The Dramatics Club produced a successful <i>Brothers Grimm</i> show. • Today was callbacks for the All School Musical. • The National Honor Society conducted their annual "long john drive" which was successful. • Thursday the Math Honor Society will tape an administrator to the wall during lunch as a fundraiser. The Math Honor Society also will be conducting their annual water bottle and thermos fundraiser. • Over the past couple of weeks there has been a student run homeroom decorating contest. • Ice hockey won their game last night 4-1. • The girls' varsity basketball team won their game too. • The band and orchestra concert was held Monday night and the next concert will be January 25 in conjunction with SMS musicians. • The NMHS Band performed in the Hollywood Christmas Parade which recently aired on the CW Network. • The students wished the Board Happy Holidays. 	Student Representative's Report

<p>6.</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Workshop Minutes November 21, 2017</p> <p>Mr. McCauley moved to approve the following Board of Education Meeting Minutes: Workshop Minutes November 21, 2017, seconded by Mrs. Faulenbach and passed 7-0-2.</p> <p>Aye: Mr. Dahl, Mrs. Faulenbach, Mrs. Chastain, Mr. Schemm, Mr. Lawson, Mr. McCauley, Mrs. McInerney Abstain: Mrs. Monaghan, Mr. Failla</p> <p>2. Regular Meeting Minutes November 21, 2017</p> <p>Mrs. Faulenbach moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes November 21, 2017, seconded by Mr. McCauley and passed 7-0-2.</p> <p>Aye: Mr. Dahl, Mrs. Faulenbach, Mrs. Chastain, Mr. Schemm, Mr. Lawson, Mr. McCauley, Mrs. McInerney Abstain: Mrs. Monaghan, Mr. Failla</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Workshop Minutes November 21, 2017</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes: Workshop Minutes November 21, 2017.</p> <p>2. Regular Meeting Minutes November 21, 2017</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes November 21, 2017.</p>
<p>7.</p>	<p>Superintendent's Report</p> <ul style="list-style-type: none"> • Mr. Smith congratulated the new Board officers and welcomed new Board members, Mr. Failla and Mrs. Monaghan. • He said he attended the district's leadership team meeting with school administrators. The focus was on the work being done with Revision Learning. • Some Board members attended school visits to SMS and NES and Mr. Smith said he will be scheduling more school visits in the new year. 	<p>Superintendent's Report</p>

	<ul style="list-style-type: none"> • He said this is the last Board meeting for 2017 and he thanked all of the Board members for their dedication. He wished everyone a Happy Holiday. 	
8.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> • Mr. Lawson asked all members to let him know their subcommittee preferences. • He appointed Mrs. Faulenbach as parliamentarian. He also appointed Mrs. Faulenbach as Interim Operations Committee Chair while subcommittee assignments are being considered. He said this is necessary in order to continue work on the budgetary issues for 2017 and upcoming 2018. • He said today he, the Operations Chair, Finance Director, and Superintendent visited with the Mayor to discuss the school budget for next year. He noted during their visit that sixty children from the Children's Center came by the Mayor's office to sing Christmas carols. He said they will meet again with the Mayor on Thursday to discuss this year's state budget cuts. Mr. Lawson wished all a Merry Christmas. 	Board Chairman's Report
9.	<p>Committee And Liaison Reports</p> <p>A. Facilities Sub-Committee – Mr. McCauley</p> <ul style="list-style-type: none"> • Mr. McCauley said they continue to discuss the Lillis Building ADA report focusing on recommended and required repairs including a suggested timeline. He said some of the repairs are not too costly. They do know in five years that the electrical system will need to be upgraded. • The fire hydrant testing was conducted recently and some repairs need to be made in the springtime. • Oil tanks were tested and there are some minor deficiencies to address. 	<p>Committee And Liaison Reports</p> <p>A. Facilities Sub-Committee</p>

	<ul style="list-style-type: none"> • A thermal roof scan was done on all the schools and Sarah Noble was identified as most in need of repair. • Replacement of Northville's fire alarm system will be completed and tested over the holiday break. • Schaghticoke's water heater required an emergency replacement. 	
B.	Operations Sub-Committee – Mrs. Faulenbach <ul style="list-style-type: none"> • Mrs. Faulenbach said they discussed the monthly reports and the capital reserve. • They looked at a Revised Exhibit A and approved donations. • They held an Executive Session regarding the Sherman contract. 	B. Operations Sub-Committee
C.	Policy Sub-Committee – Mr. Schemm <ul style="list-style-type: none"> • Mr. Schemm said policy 1140 is on the agenda tonight for first review. He said they made a change to allow principals to approve flyers for their own buildings. One recommendation was to develop regulations to support this policy. • They began the process of reviewing the 1000 series and encouraged Board members to review the 1000 series. • He also encouraged Board members to look at the 9000 series. 	C. Policy Sub-Committee
D.	Committee on Learning – Mrs. McInerney <ul style="list-style-type: none"> • Mrs. McInerney said they heard a presentation by Dr. Tomasello about social and emotional learning in the schools. • They discussed the Health K-2 and 7&8 curriculums as well as the request for new courses. She noted there was concern regarding the Word Processing course which she believes have been addressed in a revision. • They also discussed budget drivers. 	D. Committee on Learning

<p>E.</p> <p>F.</p> <p>G.</p> <p>H.</p>	<p>EdAdvance – Mr. McCauley</p> <ul style="list-style-type: none"> • There was no meeting in December. <p>Connecticut Boards of Education (CABE) – Mr. Coppola</p> <ul style="list-style-type: none"> • Mr. Lawson said there will be a state legislative meeting in January but he was not sure of the agenda for discussion. <p>Negotiations Committee – Mrs. Faulenbach</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said they will bring the Sherman contract back soon for Board review. • She said she has asked that each Board member receive a listing of the bargaining units schedule of negotiations. <p>Magnet School – Mr. Schemm</p> <ul style="list-style-type: none"> • There was no meeting in December. 	<p>E. EdAdvance</p> <p>F. Connecticut Boards of Education (CABE)</p> <p>G. Negotiations Committee</p> <p>H. Magnet School</p>
<p>10.</p> <p>A.</p> <p>B.</p>	<p>Discussion and Possible Action</p> <p>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated December 19, 2017</p> <p>Mrs. Faulenbach moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of December 19, 2017, seconded by Mrs. McInerney.</p> <p>The motion passed unanimously.</p> <p>Monthly Reports</p> <ol style="list-style-type: none"> Budget Position Purchase Resolution: D-705 Request for Budget Transfers <p>Mrs. Faulenbach moved to approve monthly reports:</p>	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated December 19, 2017</p> <p>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of December 19, 2017.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Budget Position Purchase Resolution: D-705 Request for Budget Transfers

	<p>Budget Position dated November 30, 2017; Purchase Resolution D-705; and Request for Budget Transfers, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked about the Source4Teachers encumbrance and Mr. Giovannone said it was approved at the November meeting but no purchase order was issued until December. • Mrs. Faulenbach asked if the amount was \$660,000 and Mr. Giovannone said it was. <p>The motion passed unanimously.</p> <p>C. Gifts & Donations</p> <p>1. PTO – Exhibit B</p> <p>Mrs. McInerney moved to accept Gifts and Donations: PTO – Exhibit B in the amount of \$2,665.00, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mr. Lawson thanked the PTO for providing the funding. <p>The motion passed unanimously.</p> <p>2. CAS/CIAC</p> <p>Mrs. Faulenbach moved to accept Gifts and Donations: CAS/CIAC in the amount of \$1,500.00, seconded by Mrs. Monaghan.</p> <ul style="list-style-type: none"> • Mr. Schemm said that it was great to see the Unified Sports bowling added. • Mrs. McInerney said it was good to have this program and to have special education and traditional students participating together. <p>The motion passed unanimously.</p> <p>D. Policy for First Review</p> <p>1. 1140 Distribution of Materials to and by Students (Use of Students)</p>	<p>Motion made and passed unanimously to approve monthly reports: Budget Position dated November 30, 2017; Purchase Resolution: D-705; and Request for Budget Transfers.</p> <p>C. Gifts & Donations</p> <p>1. PTO – Exhibit B</p> <p>Motion made and passed unanimously to approve Gifts & Donations: PTO – Exhibit B in the amount of \$2,665.00.</p> <p>2. CAS/CIAC</p> <p>Motion made and passed unanimously to approve Gifts & Donations: CAS/CIAC in the amount of \$1,500.00.</p> <p>D. Policy for First Review</p> <p>1. 1140 Distribution of Materials to and by Students (Use of Students)</p>
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	<ul style="list-style-type: none"> • There were no comments. <p>E. Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. Health K-2 2. Health 7 & 8 <p>Mrs. McInerney moved to approve the following curricula: Health K-2 and Health 7 & 8, seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p> <p>F. Approval of New Program or Course</p> <ol style="list-style-type: none"> 1. Digital Photography 2. AP Computer Science Principles 3. Word Processing and Google Apps <ul style="list-style-type: none"> • Mrs. Chastain asked to take each course vote separately. • Mr. Lawson noted item three is now Computer Literacy and asked Mrs. Faulenbach if a motion needed to be made to change the agenda and Mrs. Faulenbach said no motion was necessary as this was not a special meeting. <p>1. Digital Photography</p> <p>Mrs. McInerney moved to approve the following new course: Digital Photography, seconded by Mr. Schemm and passed unanimously</p> <p>2. AP Computer Science Principles</p> <p>Mr. McCauley moved to approve the following new course: AP Computer Science Principles, seconded by Mrs. Monaghan.</p> <ul style="list-style-type: none"> • Mrs. Chastain said she spoke at the Committee on Learning subcommittee about her feeling that more than just AP courses need to be added to 	<p>E. Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. Health K-2 2. Health 7 & 8 <p>Motion made and passed unanimously to approve the following curricula:</p> <ol style="list-style-type: none"> 1. Health K-2 2. Health 7 & 8 <p>F. Approval of New Program or Course</p> <ol style="list-style-type: none"> 1. Digital Photography 2. AP Computer Science Principles 3. Word Processing and Google Apps <p>1. Digital Photography</p> <p>Motion made and passed unanimously to approve the following new course: Digital Photography.</p> <p>2. AP Computer Science Principles</p> <p>Motion made and passed to approve the following new course: AP Computer Science Principles.</p>
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	<p>the high school course listing, so she would oppose this motion.</p> <ul style="list-style-type: none">• Mrs. Faulenbach said she would not be supporting this new class either as she felt this should have been discussed sooner with budget discussion and approval right around the corner.• Mr. Schemm said there was a lively Committee on Learning discussion about the need to survey students for what they need and want. He also said it would be a good value to reach out to recent graduates to see what they found out after graduating regarding what they should have taken in high school.• Mr. Lawson said he understood everyone's concerns but noted there are a high percentage of students who do go onto college and the AP course structure has been redone in the past five years to be more inclusive to all students.• Mr. Failla said he has been vocal in the past in his various town positions that the district needs to look at course offerings for the average student who is not going to college. He said the students in the middle cannot be forgotten and he felt the Digital Photography course met some of that need versus this course.• Mr. Lawson noted that in the past five years most of the approved courses added were not AP. Ms. DiCorpo said there were 27 non-AP and eight AP courses approved from 2013-2016.• Mrs. McInerney asked how many overall AP courses the high school offers.• Mrs. Faulenbach noted that the Board is in discussions with the Town regarding budget ramifications due to state cuts, and she asked if this had to be approved tonight. Mr. Smith said in order to be available for next year's course selections these had to be approved within the next three weeks. He noted two of the courses were in the Business department and were covered by the Perkins grant.• Ms. DiCorpo said they are aware of the timing issue and said they have requested new course requests to be in by end of September going	
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	<p>forward. She also said course offerings totaled 130 for college prep of which 22 were AP.</p> <ul style="list-style-type: none"> • Mrs. Monaghan asked if the intent with the new course was to engage everyday students and Mr. Lawson said with the radical curriculum changes the target audience is everybody. • Mr. McCauley said he would have liked to have been at the meeting but he noted jobs now require 21st century skills such as computer literacy. <p>The motion passed 5-4.</p> <p>Aye: Mr. Schemm, Mr. Lawson, Mr. McCauley, Mrs. McInerney, Mrs. Monaghan No: Mr. Failla, Mrs. Chastain, Mrs. Faulenbach, Mr. Dahl</p> <p>3. Computer Literacy (formerly Word Processing and Google Apps)</p> <p>Mr. McCauley moved to approve the following new course: Computer Literacy, seconded by Mrs. McInerney.</p> <ul style="list-style-type: none"> • Mr. Failla wondered if this course should really be taught before high school as a lot of students are already coming in with this literacy. • Ms. DiCorpo said she had this conversation with Mr. Williams, noting this is an expanded keyboarding course. She said they surveyed the students who took this course and half said they took it because it fit their schedule and half took it because it was easy. She said different standards need to be addressed in using technology as a tool for learning. • Mr. Failla said in private industry the Microsoft Suite is used. • Ms. DiCorpo said the addition to the keyboarding part of this course is learning to communicate better to search and retrieve information without compromising personal security. 	<p>3. Computer Literacy (formerly Word Processing and Google Apps)</p> <p>Motion made and passed to approve the following new course: Computer Literacy.</p>
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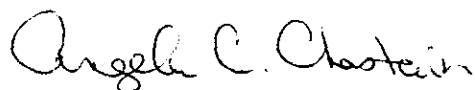
	<ul style="list-style-type: none"> • Mr. Schemm asked how many credits this course counts towards the graduation requirements and Ms. DiCorpo said it is a half credit elective. • Mrs. Chastain appreciated the rewrite and the effort put into this course description but was not convinced it was needed. She said she feels a broader discussion needs to be had in the Business department. She said she was not going to support this course and felt more useful and more relevant courses needed to be brought forward. • Mr. Failla asked if the teachers felt this course would now be more challenging with this rewrite and Ms. DiCorpo said the teachers felt strongly they could support the students with this course. <p>The motion passed 6-3.</p> <p>Aye: Mr. Failla, Mrs. Monaghan, Mr. McCauley, Mrs. McInerney, Mr. Lawson, Mr. Dahl No: Mr. Schemm, Mrs. Chastain, Mrs. Faulenbach</p>	
11.	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p> <ul style="list-style-type: none"> • There was no discussion. <p>B. Entitlement Grants</p> <ol style="list-style-type: none"> 1. Bilingual Grant 2. ESSA Title IV: Student Support and Academic Enrichment Grant <ul style="list-style-type: none"> • Mr. Lawson asked to confirm that these were noncompetitive grants and Ms. DiCorpo said that was correct. <p>C. Possible Budget Drivers</p> <ul style="list-style-type: none"> • Mr. Smith noted the next time the Board meets they will be in budget discussions. He said the state cuts have meant collateral damage in other areas too as the Department of Education has had 	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p> <p>B. Entitlement Grants</p> <ol style="list-style-type: none"> 1. Bilingual Grant 2. ESSA Title IV: Student Support and Academic Enrichment Grant <p>C. Possible Budget Drivers</p>

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

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	<p>to cut back on some of their supportive programming. He noted that this year's budget included insurance funds from the service fund and also included cuts from the Town Council, then Board of Finance. He said that means next year's budget will need to start at an increase just to cover all those items. He asked Board members for their thoughts, concerns and suggestions.</p> <ul style="list-style-type: none">• Mr. Lawson said they anticipate more meetings with the Mayor before budget deliberations.	
12.	<p>Adjourn</p> <p>Mrs. Faulenbach moved to adjourn the meeting at 8:43 pm, seconded by Mrs. McInerney and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn at 8:43 p.m.</p>

Respectfully submitted:



Angela C. Chastain
Secretary
New Milford Board of Education

**New Milford Board of Education
Regular Meeting Minutes
January 9, 2018
Lillis Administration Building Board Room**

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 2018 JAN 10 P 1:15 NEW MILFORD, CT
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Also Present:	Mr. Joshua Smith, Superintendent of Schools
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1.	Call to Order A. Pledge of Allegiance The regular meeting of the New Milford Board of Education was called to order at 7:30 p.m. by Mr. Lawson. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Executive Session (Anticipated) A. Mid-year review of Board goals and Superintendent performance goals; informal discussion and feedback regarding Superintendent performance; adjustment of goals as needed Mrs. McInerney made a motion that the Board enter into executive session for mid-year review of Board goals and Superintendent performance goals; informal discussion and feedback regarding Superintendent performance; and adjustment of goals as needed; and to invite into the session Superintendent Smith. Seconded by Mrs. Faulenbach. Motion passed unanimously.	Executive Session (Anticipated) A. Mid-year review of Board goals and Superintendent performance goals; informal discussion and feedback regarding Superintendent performance; adjustment of goals as needed Motion made and passed unanimously that the Board enter into executive session for mid-year review of Board goals and Superintendent performance goals; informal discussion and feedback regarding Superintendent performance; and adjustment of goals as needed; and to invite into the

**New Milford Board of Education
Regular Meeting Minutes
January 9, 2018
Lillis Administration Building Board Room**

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	<p>The Board and Superintendent Smith entered Executive Session at 7:34 p.m.</p> <p>The Board and Superintendent Smith returned to Public Session at 9:22 p.m.</p>	<p>session Superintendent Smith.</p>
<p>4.</p>	<p>Adjourn</p> <p>Mr. Dahl moved to adjourn the meeting at 9:23 p.m., seconded by Mr. Schemm and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 9:23 p.m.</p>

Respectfully submitted:



Angela C. Chastain, Secretary
New Milford Board of Education

**New Milford Board of Education
Budget Hearing & Meeting Minutes
January 16, 17, 23 & 24, 2018
Sarah Noble Intermediate School Library Media Center**

**Budget Hearing Minutes
January 16, 2018
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela C. Chastain Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen P. Monaghan Mr. J.T. Schemm
Absent:	Mr. Joseph Failla

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NEW MILFORD, CT

Also Present:	Mr. Joshua Smith, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Anthony Giovannone, Director of Fiscal Services and Operations Ms. Roberta Pratt, Director of Technology Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Kevin Munrett, Facilities Director Mr. Greg Shugrue, Principal, New Milford High School Dr. Christopher Longo, Principal, Schaghticoke Middle School Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School Mrs. Paula Kelleher, Principal, Hill & Plain Elementary School Mrs. Susan Murray, Principal, Northville Elementary School
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1.	Call to Order Pledge of Allegiance The budget hearing meeting of the New Milford Board of Education was called to order at 7:00 p.m. by Mr. Lawson, Chairperson. The Pledge of Allegiance immediately followed the call to order.	Call to Order Pledge of Allegiance
2.	Presentation by Mr. Joshua Smith of the 2018-2019 School Budget <ul style="list-style-type: none"> In starting the budget presentation, Mr. Smith thanked all who helped prepare the budget and said this would be the overview. He said the budget process starts early and includes input 	Presentation by Mr. Joshua Smith of the 2018-2019 School Budget

	<p>from many people. He also thanked the Board members for their work at the summer retreat which informed the goals of the budget.</p> <ul style="list-style-type: none">• Mr. Smith started with the mission of New Milford Public Schools: <i>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.</i>• He noted there are fiscal pressures coming from outside the district that are impacting this school budget.• The goal is to provide a fiscally responsible budget that improves the quality of programs. Mr. Smith acknowledged that the schools and education are the largest investment this community makes.• The budget priorities are to: provide the community with a school system that empowers students for whatever they decide to pursue when they leave; provide educators with the resources necessary to deliver quality instruction; and to deliver a clear, accurate and transparent budget to inform decisions and create confidence in the process.• The budget cycle is designed to support the students.• Mr. Smith referenced the district theories of action: If we develop a commitment to student learning and achievement over a compliance to directives, then students will learn in a more flexible and adaptive environment; If we develop a student centered culture of achievement, belonging and trust then all students will be better prepared for lifelong success; If we develop administrative instructional capacity and teacher leadership opportunities, then a culture of professional	
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	<p>learners will foster more collaborative efforts to support student learning; and If we create learning experiences that support student aspirations for life beyond school then students will graduate with the knowledge and skills to meet the demands of the 21st century.</p> <ul style="list-style-type: none">• Some of the district quality results highlighted include a 203% increase in AP enrollment over the past seven years; a high percentage of students participating in athletics, performing arts, clubs and activities; 93.4% graduation rate; improved programs and curriculum including social emotional health; and college readiness scores that continue to rise, which closes the gap within the DRG and provides the community with a high return on its investment.• The return on investment in New Milford shows that the cost per pupil in 2014-2015 was \$14,574 where the DRG average was \$15,701.71 and the State average was \$17,148.75. Mr. Smith said he is proud of the work New Milford does with a lower cost than the DRG average.• Over the past few years there have been reductions and efficiencies including: reducing 13 FTE over the past 3 years; spreading out projects in the 5 Year Capital Plan and deferred maintenance; renegotiating contracts and working with vendors to find efficient pricing; and continuing to manage health care costs and mitigate market increases.• In creating this budget several items were left out of the budget such as most of the \$750,000 cuts made in June not being restored; the NEASC recommended library media specialist at the high school has not been added; additional social workers were not added; an alternative high school program has not been added; no replacement for the time intensive Veritime system was added; and there is no increase to the capital budgets.• As with every budget there are challenges: accounting for 2017-18 budget relief of \$250,000 in medical cost relief to the 2017-	
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	<p>2018 budget; employees moved to High Deductible Health Plans but insurance costs continuing to rise at a high rate; aggressively mitigating uncontrollable cost increases while accounting for increased risks; and the need to establish and fund repair and replacement cycles that do not depend on emergency accounts.</p> <ul style="list-style-type: none">• The percentages of the total budget by object shows salaries at 59%, benefits at 18%, all other at 14%, transportation at 7% and energy at 2%. Mr. Smith noted to reduce the budget further, the Board would have to reduce salaries and benefits to make any significant impact.• Mr. Smith said the staffing is what makes the schools what they are and said 75% of operational costs go into staff salaries and benefits, but due to staffing reductions the salary increase requested is only 0.15% of the total 2.59% increase.• The health insurance budgeted amount is a rate determined by the actuarial hired by the Town. Health insurance is increasing by 10.34% even though employees are paying more and all have moved to high deductible plans. The increase in health care costs is \$778,715 which is more than half of the entire budget increase, but that number does not include the \$250,000 needed to restore the offset provided to the 2017-18 budget.• Life insurance rates are increasing by 5% and the pension contributions for eligible employees are going down per the Town. The disability insurance rate has increased by 8.89%.• One of the risks taken in this proposed budget is in the amount budgeted for special education out of district placements. Mr. Smith said the actual number has always varied from projections because there is no way to know at any one time who will come into the district, leave the district, or need more services. The proposed number in this budget is 42 though the number would traditionally be 46 based on	
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	<p>past actuals. The district has been able to mitigate costs in past budgets and hopes to do that here, hence the lower number.</p> <ul style="list-style-type: none">• Some of the reductions taken in this budget are based on declining enrollment. Sarah Noble's population for instance is projected to decline by 149 since 2016-17 and therefore 11 total teaching positions have been reduced during that time, including this year's planning.• Class size in this proposed budget will increase slightly in most of the grade levels for the elementary schools.• Overall the total staffing reduction will be 8.45 less positions, even with the mandated addition of one bilingual teacher at Schaghticoke.• Mr. Smith said this budget proposal continues to move capital expenditures to operating capital to rely less on the capital reserve so that the reserve fund does not get depleted for emergency funding.• This budget acknowledges financial pressures the State has placed on the community; protects programmatic opportunities for students; provides the necessary materials, equipment, and supplies to implement curriculum; ensures curriculum and professional development will continue to keep instruction current and competitive; acknowledges the areas of increased risk: keeps staff turnover assumptions flat year to year and lowers the contingency for unanticipated Special Education ODP Costs; and begins to transition some capital expenses to operating budget.• This budget does not reduce academic, art, music, gifted or athletic programs; does not increase instructional or support staff other than state mandates; has no expanded programs; and does not fulfill recommendations made as part of NEASC accreditation.• The proposed overall budget increase is 2.59% with the greatest increase occurring in the benefits line at 1.22%.• Mr. Lawson said questions would not be	
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	<p>limited just to tonight's presentations but clarification could be asked for at any time.</p> <ul style="list-style-type: none">• Mrs. McInerney asked for actual costs for special education out placement and Mr. Smith said it could be as low as several thousand dollars or as high as \$300-\$400,000 per student.• Mrs. Faulenbach asked if the risk was being established off last year's revenues and Mr. Smith said the revenue piece was excess costs and he said the numbers have been dropping for excess cost reimbursements. He said there is basically a \$64,000 deductible before any reimbursement is considered.• Mrs. Faulenbach noted the district had to absorb the change in reimbursement from the state this year and said other districts are dealing with this as well.• Mr. Lawson asked when the district would find out the excess costs for this year and Mr. Smith said the district would have to apply, and then in February the state gives a partial reimbursement with the remainder coming in May. The February numbers help plan for the amount to be received in May.• Mrs. Chastain asked if the district had considered adding library aides in place of the additional library media specialist at the high school and Mr. Smith said there is a library clerk there now.• Mrs. Chastain asked about the PreK-5 special education numbers and Mr. Smith said Mrs. Olson would cover that during her presentation.• Mrs. Chastain asked if the bilingual teacher had a different job description from a regular education teacher and Mr. Smith said yes and a different certification.• Mr. Schemm asked if there would be efficiencies by switching from Veritime to MUNIS. Mr. Smith said Veritime and MUNIS do not work well with each other and it would be helpful to switch, but the system the Town uses would cost about \$80,000 to install in all the district buildings.• Mrs. McInerney asked for clarification on the	
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	<p>special education out of district placement numbers and Mr. Smith said there is no standard cost per student and said the 42 number is the average. He said they know they have 39 students right now.</p> <ul style="list-style-type: none"> • Mrs. McInerney asked if there was any consequence to not filling the library media position that NEASC is recommending and Mr. Smith said the high school did very well in general with its reaccreditation so they are not at risk and the high school would explain to NEASC about the fiscal cuts to the town and the district's priorities. • Mr. McCauley asked about the social workers, given the students' emotional make up changing in the schools, and Mr. Lawson suggested that specific departmental questions wait for that presentation. • Mrs. Faulenbach asked if there was no increase in capital in total or across the board and Mr. Smith said each school gets a per student allotment but the capital plan itself is flat funded. • Mrs. Faulenbach noted the revenue offset in capital of \$100,000 and Mr. Smith said it is his and Mr. Giovannone's belief that the long term use of revenue from the capital reserve is not good management, as future budgets will get tighter and there won't be surpluses in the future to put in capital reserve. • Mrs. Faulenbach said that is a risk as is the special education funding. 	
3.	<p>Discussion of the 2018-2019 School Budget including, but not limited to, Elementary Schools and the Intermediate School</p> <ul style="list-style-type: none"> • Mrs. Bilko, Mrs. Murray and Mrs. Kelleher were present to discuss their school budgets. • Mrs. Murray started the presentation by reinforcing the district's mission statement. • She also thanked the Board for giving the principals time to present their budgets. • She presented K-5 academic highlights including: Teachers College (TC) Units of 	<p>Discussion of the 2018-2019 School Budget including, but not limited to, Elementary Schools and the Intermediate School</p>

	<p>Study for writing and reading; exemplars work in connection with Math Investigations; co-teaching implementation - year two; integration of Science units using Mystery Science; Scientific Research Based Intervention (SRBI) process and implementation; What I Need (WIN) time for reading and math; Interventionist/Reading Teacher work in K-2 math and reading; and the need for intervention programs in ELA and Math using Bridges for Math and Foundations for Tier III reading.</p> <ul style="list-style-type: none"> • Professional learning efforts have included: Professional development (PD) on the first Thursday of the month; Math, Literacy, and Data Coaches in Professional Learning Community (PLC) meetings as well as daily coaching and Thursday PD meetings; Calibration of assessments in ELA and Math; Review of data and creation of plans to support students in need; Tuesday PLC/PD meetings in all departments and grade levels to work collaboratively on common goals; Co-Teaching training, Data Team training, and Foundations workshops; Positive Behavior Intervention Supports (PBIS) coaching and support; Foundations coaching; and K-3 SERC training for writing ELA common formative assessments. • The social emotional supports for the children are a Guidance Program with a full-time guidance counselor; K-2 social worker for student and family support; Zones of Regulation; Nurtured Heart Approach; Small group work (e.g., Lunch Bunch, social skills, family groups); K-2 school-wide staff book study, <i>A Mindset for Learning</i> (regarding the growth mindset); and Purposeful Play implementation and support. • The school community and greater community highlights include: Increase in Intramural choices 3-5; Increase in student activities 3-5; Morning arrival recess, K-2; Character Education; School gardens; Veterans Day and other community observations; Grade level service projects; and School-wide service 	
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	<p>projects.</p> <ul style="list-style-type: none">• The keys to K-5 student success are the work being done with the Teachers' College program and grade level libraries; embedded PD provided by instructional and data coaches; and intervention to support students with academic and social emotional needs.• Mrs. McInerney asked what a book truck was and Mrs. Murray said it was a library cart on wheels.• Mr. McCauley asked where the PreK and kindergarten projections come from and Mr. Smith said these are the fifth year of the Milone and MacBroom numbers. He said as the numbers go farther out in years, they can become less reliable. He suggested the Board might want to consider a new projection study in the near future.• Mr. Lawson said the Board is reliant on the official enrollment numbers from each October. Mr. Smith said the kindergarten numbers are the most volatile. He said the grades 1-8 numbers are relatively stable in New Milford.• Mrs. Chastain asked about the list of non-classroom teachers and Mr. Giovannone said they are included in Appendix C.• Mrs. Chastain asked where social workers were found in the budget and Ms. Baldelli said they were in Mrs. Olson's budget.• Mrs. Monaghan asked why ELA was up 106% and Mrs. Kelleher said that was to purchase classroom libraries and Teachers College libraries.• Mrs. McInerney asked why there was an increase in books when PTOs added books with each book fair. Mrs. Bilko said they are constantly weeding books out and refreshing the collection. Mrs. Murray said they also get the Caldecott Award winners as well as other award winning books.• Mrs. Faulenbach asked why the benefits were not in these budgets and Mr. Giovannone said they are altogether under DOGA.	
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<ul style="list-style-type: none"> • Mrs. Faulenbach said in order to know what one school cost those numbers needed to be added and Mr. Giovannone said Facilities numbers needed to be added too. • Mr. Schemm asked about the per student allotment and if there was parity in the elementary schools. Mr. Smith said there is a formula used that backs out items such as security, telephones, etc. Mr. Giovannone said the per pupil rate is the same at Hill & Plain and Northville at \$315.19 per and Sarah Noble is \$234.20 per. 	
<p>Northville Elementary School</p> <ul style="list-style-type: none"> • Mr. Dahl asked why there was not a full time assistant principal at the elementary schools and asked for the cost to make that happen. Mr. Smith said it would mean adding a 0.8 administrator or about \$110,000 to the budget. • Mr. McCauley asked where the two certified teachers were being reduced and Mr. Smith said in grade 2 and kindergarten at Northville. • Mrs. Monaghan asked if two teachers were being reduced why the budget was not down by \$100,000. Mr. Smith said there are salary increases and step moves that affect the bottom line. • Mrs. Monaghan asked why the science line on page 10 was down 88.98% and Mr. Smith said that was only a decrease of \$500 and Mrs. Murray said the supplies are in the Teachers College libraries. 	<p>Northville Elementary School</p>
<p>Sarah Noble Intermediate School</p> <ul style="list-style-type: none"> • Mrs. McInerney asked about the 36.13% decrease in math and Mrs. Bilko said that is a three year contract with the first year being greater than the next two. • Mrs. McInerney asked about the science decrease of 16.51% and Mrs. Bilko said they invested in Mystery Science supplies this year and also the population at the school is getting smaller. 	<p>Sarah Noble Intermediate School</p>

	<ul style="list-style-type: none"> • Mrs. Faulenbach asked about the furniture and fixtures line and Mrs. Bilko said that was to furnish the school's library with smaller furnishings for the younger children. • Mr. Lawson noted this was the use of operating capital versus capital reserve and Mrs. Faulenbach noted years ago this was how the capital purchases were done. • Mr. Smith said this is where the building principal gets the discretion to use their per pupil expenditure. • Mrs. Monaghan asked about the 104.67% increase in ELL and Mrs. Bilko said that is for the bilingual teacher. • Mrs. Monaghan asked about the 102% increase in telephone. Mr. Smith said part of that is moving the actual costs to the schools and part is the maintenance contract. Also, different schools have a different number of telephones depending on the size of the school. 	
4.	Opportunity for the Public to be heard <ul style="list-style-type: none"> • There was no comment from the public. 	Opportunity for the Public to be heard
5.	Recessed to Wednesday, January 17, 2018 Mr. Lawson recessed the meeting at 9:05 p.m. until January 17, 2018.	Recessed to Wednesday, January 17, 2018 The meeting recessed at 9:05 p.m.

**New Milford Board of Education
Budget Hearing & Meeting Minutes
January 16, 17, 23 & 24, 2018
Sarah Noble Intermediate School Library Media Center**

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**Budget Hearing Minutes
January 17, 2018
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairperson 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
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Also Present:	Mr. Joshua Smith, Superintendent Ms. Alisha DiCorpo, Assistant Superintendent Mr. Anthony Giovannone, Director of Fiscal Services and Operations Ms. Ellamae Baldelli, Director of Human Resources Mr. Kevin Munrett, Facilities Director Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Roberta Pratt, Director of Technology Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School Dr. Christopher Longo, Principal, Schaghticoke Middle School Mr. Greg Shugrue, Principal, New Milford High School
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1.	Call to Order Pledge of Allegiance The budget hearing meeting of the New Milford Board of Education was reconvened at 7:00 p.m. by Mr. Lawson, Chairperson. The Pledge of Allegiance immediately followed the call to order.	Call to Order Pledge of Allegiance
2.	Discussion of the 2018-2019 School Budget including, but not limited to, Middle School, High School, and the Department of Instruction <ul style="list-style-type: none"> Ms. DiCorpo started her presentation with the mission of the New Milford Public Schools. She summarized district initiatives in conjunction with the Theories of Action. Ms. DiCorpo said the 2018-2019 budget priorities include: continuing to provide professional development that is job embedded 	Discussion of the 2018-2019 School Budget including, but not limited to, Middle School, High School, and the Department of Instruction

to support curriculum initiatives and instructional practice; continuing to maintain and improve instructional opportunities for students; continuing to address the social, emotional and mental health needs of students; continuing to fund college readiness and career opportunities; continuing to enhance school/community partnerships; and continuing to address unfunded state mandates.

- Ms. DiCorpo went over the impact of legislation on the budget including TEAM (Teachers Educator and Mentoring Program) becoming an unfunded mandate; Seal of Biliteracy which recognizes public high school students at graduation who have studied and attained a high level of proficiency in English and one or more additional languages; Adult Education cut to state grants; Bilingual Teacher necessary at two schools based on number (20) of Spanish speakers; Expulsion Legislation; Students who are in foster care and their parents reside in New Milford (Nexus) - Nexus must pay for transportation costs; DLET, a requirement with no funding for professional learning; reduction in SERC services and the impact on PBIS training and other supports; Teacher Evaluation, mandated calibration of administrators; Student Data Privacy Act, written contracts now have additional layers of review required; and Truancy-CT General Statutes 10-198 and Public Act 15-225 which requires districts to work with families and community agencies to support students who are truant and/or chronically absent to return to school, among many others.
- Ms. DiCorpo provides some highlights of the department which were curriculum development and implementation; professional development for teachers and administrators; social emotional learning support for students and teachers; assessment development; Columbia Units of Study Reading and Writing K-8 for literacy; Investigations K-5 and Connected Math grades 6-8 for numeracy; data-use/application; summer school grades 3-5

	<p>(Grant Funded); and Algebra Readiness Summer Program - Grade 7 enrolled in Math 7 for potential entrance into Algebra in grade 8.</p> <ul style="list-style-type: none">• Some of the 2017-2018 highlights included: Adult Education-CNA, GED, Consumer Math, Green Technology; ELL and Bilingual Support-CELP-English Language Proficiency Standards and LAS Links Testing; Title Grants - I, II, III and IV as well as CT Community Foundation; Leadership Development-Leader Aspirant Program; Wellness Committee Work; Secretarial support in the areas of attendance, truancy and homelessness; and Hate Has No Home Here/The Truth About Hate.• The overall DOI budget request is 1.81%. The budget drivers are Social Emotional Learning (Title IV-PBIS) and Consultant SNIS; TEAM (New Teacher Induction) and Other Unfunded Mandates; Curriculum Development; Professional Development; ELL/Bilingual; and TAG and Science Enrichment.• Intervention includes: Running Records Assessment was implemented K-8 in 2017-18 school year which puts a lens on student support needs such as: utilizing the reading specialists; intervention libraries to support students at reading levels below grade level for use in classrooms; phonics assessment identified as a need through DLET; Math Intervention - students are serviced by one intervention teacher per building; and High School - Move towards Khan Academy after PSAT administration in Grade 9.• Regarding curriculum and programming this budget does not address vetting curriculum, vertical articulation of curriculum implementation and feedback, and a curriculum mapping tool for implementation of curriculum and creating a live document. It does not extend PLTW to grade six and does not include additions to World Language. It does continue to fund the creation of curriculum aligned to new standards and working towards meeting NEASC recommendations and state requirements.	
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- The professional development in the budget will allow curriculum training; professional development for administrators; TEAM; Professional Development for Teachers College Training (Reading and Writing) and Co-Teaching on-going training for teachers-PLC's/Thursday after school meetings; overall PD needs for the district teachers (presenters, conferences, etc.); alignment with 5-year math and literacy district plans; purchased services include Odysseyware for BIP programs and SMS and NMHS and CBI program which will also include the Alternative Ed Program for Expulsions; and additional seat cost for magnet school seat.
- Social Emotion Learning is addressed in this budget pursuant to Public Act 14-196- An Act Concerning a Statewide Sexual Abuse and Assault Awareness Program which went into effect beginning October 2016. The K-2 curriculum supports the performance indicators; Grades 5-12 indicators are aligned by grade band in either guidance and/or health curriculum; and Grades 3-5 are up for curriculum revision this summer.
- The Adult Education budget allows for the Adult Education facilitator position and evaluations of teachers conducted by the Adult Education evaluator - overseen by the Assistant Superintendent and Facilitator.
- Adult Education supports Adult Basic Education/GED; ESL; HS Diploma Program; Citizenship; and Enrichment Opportunities.
- Mr. Failla asked how many students participate in the Magnet School and Nonnewaug and Ms. DiCorpo said 17 go to the Magnet School and 16 attend Nonnewaug.
- Mr. Failla asked what type of effort was put into letting students know about these options and Ms. DiCorpo said Nonnewaug makes a presentation to Schaghticoke students.
- Mr. Failla asked if the high school had similar courses to Nonnewaug and Ms. DiCorpo said they do not meet the agricultural specific

elements that Nonnewaug does.

- Mr. Failla asked when the truancy issue triggers flags and Ms. DiCorpo said above 9 excused or unexcused absences a letter must go out but New Milford sends a letter at 4 and 9.
- Mr. Failla asked who these students would be referred to and Ms. DiCorpo said the social worker and school principal reach out and put a plan in place with the parent.
- Mr. Failla asked if the truancy number was static, up, or down, and Ms. DiCorpo said the number over 10 absences has increased but she says that may be a function of how the data is being captured and coded. She said there is a significant number of 4-10 absences in each building.
- Mrs. Chastain asked if there was a percentage and Ms. DiCorpo said the number of letters going out is between 15-20%, but she did not think the actual percentage was that high. She said they will be doing secretarial training to discuss the legislation and the coding process.
- Mr. Lawson said there are a lot of variables, including family vacations.
- Mr. Dahl asked about students out sick with the flu who receive the truancy letter.
- Ms. DiCorpo said each building principal is aware of the medical issues but the letter must be sent by law.
- Mr. Smith said the high school performance index for the 2015-16 school year is 8.1% for chronic absences while the state is 9.6%. Within the high needs students' group, the high school is at 14% and state average is 15.6%.
- Mr. Failla said 800 students being truant is a budget issue.
- Mr. Failla asked if the PSAT and SAT development was successful with the SAT Prep class. Ms. DiCorpo said they looked at the PSAT results for future planning, including using Khan Academy.
- Mr. Schemm clarified for Mr. Failla that the truancy number of students is more like 110 than 800.
- Mr. Schemm noted that the trigger for the

bilingual mandate (20 students of the same language) is close at Hill & Plain and the high school too and asked if the threshold was triggered on October 1 enrollment and Ms. DiCorpo said yes.

- Mr. Schemm asked how the language is reported and Ms. DiCorpo said the ELL coordinator comes to the schools and there is a home language survey. That data is reported to the Assistant Superintendent's office and the schools by the ELL coordinator.
- Mr. Schemm asked if there was a path for these students to acquire fluency within 3 to 4 years and Ms. DiCorpo said they have to pass three areas of LAS Links testing.
- Mrs. Faulenbach asked if substitutes were in DOI and Ms. DiCorpo said there are lines for substitutes in DOI.
- Mrs. Faulenbach asked why there was an increase in professional services of \$79,000 and Mr. Smith said the transition administrator was eliminated and the replacement consulting funds show up in this budget.
- Mrs. Faulenbach asked about the increase of \$6,250 in line 56110, page 39, and Ms. DiCorpo said that would be covered in the IT budget presentation.
- Mrs. Faulenbach asked about the attendance rate for summer school and Ms. DiCorpo said the rate has remained steady at 80% for two years. Mr. Smith noted when he recommended that summer school be stopped several years ago in order to reexamine its structure and effectiveness, the attendance was at 20%.
- Mr. McCauley asked about the ELL 53210 service and Ms. DiCorpo said that is the in-person translation service and the app fee for the translation service currently used.
- Mrs. Faulenbach asked about the increase of \$21,000 in line 53220 and Ms. DiCorpo said that it is needed for the TEAM mandate which is now unfunded by the state.
- Mrs. Faulenbach asked why there was an increase in staff development and Ms. DiCorpo said that was for AP training and an additional

	<p>Teacher's College training.</p> <ul style="list-style-type: none"> • Mr. Schemm said the need for TEAM training is good because it means there are younger teachers coming into the system. Ms. DiCorpo said there were 25 new teachers and 50 mentors. • Mrs. Faulenbach asked about the printing fee in Adult Education of \$6,500 and Ms. DiCorpo said it is a state requirement. • Mrs. McNerney asked why the supplemental documents don't include DOI and Mr. Smith said DOI and DOGA are not in the supplement but he said he would provide them by next week's hearings. 	
	<p>Schaghticoke Middle School</p> <ul style="list-style-type: none"> • Dr. Longo began his presentation with the mission statement. • He also presented the core values of SMS: The New Milford community, a collaborative partnership of students, teachers, parents, and community members are committed to the following: <ul style="list-style-type: none"> - S – Strive to always do your best. - U – Unite with others to stop intolerance and bullying. - R – Respect your school, others, and yourself. - G – Grow into a person of character and integrity. - E – Encourage those who need help to succeed. • Dr. Longo spoke about the student belonging piece of the Theories of Action: IF we develop a student centered culture of achievement, belonging and trust THEN all students will be better prepared for lifelong success. At SMS, this is accomplished through: Positive Behavioral Interventions and Support (PBIS); Scientific Research-Based Intervention (SRBI) process; Data Teams; Team Building Field Trips; Never Too Busy Letters; Principal's Student Advisory Council & Student Council; Clubs, Activities, Interscholastic Sports, 	<p>Schaghticoke Middle School</p>

	<p>Unified Sports; Bullying Prevention assemblies and initiatives such as Say Something, Start with Hello, Never Too Busy, S.A.F.E. club, Leo Club, and a tie in with the high school NAMES club.</p> <ul style="list-style-type: none">• As far as academics: IF we develop a commitment to student learning and achievement over a compliance to directives, THEN students will learn in a more flexible and adaptive environment. Academics are achieved through: Columbia Teachers College (TC) Units of Study Reading and Writing; Connected Math Program; Next Generation Science Standards Implementation; Co-teaching; Professional Learning Communities: Grade level and Department Data Teams; Embedded work of Instructional Coaches, Department and Team Leaders; Learning Labs, ELA labs, Math labs, study halls; TAG, Homework club, Academic Fitness; Summer Algebra Readiness; and First Thursdays Professional Development.• Dr. Longo addressed student aspirations: IF we create learning experiences that support student aspirations for life beyond school THEN students will graduate with the knowledge and skills to meet the demands of the 21st century. Aspirations are achieved through: Naviance and student goal-setting and with the growth mindset work; through Project Lead The Way; by use of the bilingual teacher; Transition processes for 6th grade and 9th grade; Clubs, activities, interscholastic sports, and intramural offerings; and Unified sports.• Other aspirational activities include: School/community connections; Lions Club Poster contest; Mentoring; Music program; Geography Bee; CAS Awards Banquet; Goodwin College Mobile Lab visits; Incoming freshman evening; and various high school opportunities.• Dr. Longo said that the Schaghticoke School Climate Goal is: through a school-wide implementation of PBIS, students' school engagement, student belonging, and teacher	
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growth mindset will increase by the end of the 2017-18 School Year.

- Dr. Longo explained some of the budget line increases including budget line ELA 56460 which includes classroom libraries to work with Columbia Teachers College (TC) Units of Study Reading and Writing kits. Budget line Reading 56410 includes book club units and shelves. Budget line Other Admin 57500 includes stand-up student desks to be utilized in several classrooms.
- Mr. Failla asked if these desks were similar to varidesks and Dr. Longo said they were.
- Mr. Dahl asked if there was a specific type of student who would use these and Dr. Longo said they offer a differentiation option for all students.
- Mr. Smith said the K-5 grades have been using flexible seating to great success.
- Dr. Longo said feedback has been tremendous from the SMS teachers.
- Mr. McCauley asked if there was follow up during the year on the team building field trips and Dr. Longo said there are many different ways that the team continues to work together in team building, for example each team is assigned one of ten district character traits to focus on during the year.
- Mrs. Chastain asked if Naviance is currently being used and where it is budgeted and Dr. Longo said yes and it is in the guidance section of the budget.
- Mrs. Chastain asked when students access Naviance and Dr. Longo said during learning labs and study halls and it is used in classroom lessons by counselors where appropriate.
- Mrs. Chastain asked if someone was certified to use all the equipment in the PLTW classroom and Dr. Longo said the teacher is math certified. Mrs. Chastain said the teacher was not certified to use the woodshop equipment for other skills. Dr. Longo said the room was redesigned last year and they do use that piece as well.

	<ul style="list-style-type: none"> • Mrs. McInerney asked about the reduction of the transition administrator and Mr. Smith said that change was made this October and replaced with a consultant who works with students on social and emotional needs. • Mr. Schemm said he liked that the Board goals were being tied into this budget. He asked for clarification on 56420 TC kits and Dr. Longo said that amount is for all three grades. • Mr. Schemm asked how the Teachers College units connect to the high school level and Ms. DiCorpo said there is a connection through the department heads and with the Thursday professional development. • Mrs. McInerney asked why page 22 general ed is going from \$0 to \$2,125 and Dr. Longo said that is to purchase kidney shaped desks. • Mrs. McInerney asked why the art line was going down and Mr. Smith said a teacher retired and the replacement is on a lower step. • Mr. Failla asked why on page 23 the Tech Ed line increased and Mr. Smith said a teacher left the district and the replacement is on a higher step. • Mrs. McInerney asked for clarification on why the Social Studies 56410 line is down and Dr. Longo said they were able to purchase planned textbooks last year. • Mr. Failla asked about the \$16,000 for the library and Dr. Longo said this is for replacement costs and e-books. • Mr. Schemm asked if the bilingual salary was a placeholder and Mr. Smith said it was. Mr. Giovannone said it was budgeted at a Master's Step 8 which is midpoint salary. • Mr. Schemm asked about the per pupil allotment and Mr. Giovannone said Schaghticoke's per pupil is \$354.80. • Mrs. McInerney asked about line 51180 for stipends and Mr. Giovannone said there is a 2.2% increase and the Algebra stipend is new. • Mr. Smith said last year these stipends were grant funded but this school is no longer Title I and not eligible this year as a result. • Mrs. McInerney asked about page 27 SPED 	
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	<p>increase of 258% and Dr. Longo said that is for program support for I-Excel licenses.</p> <p>The meeting recessed at 9:25 p.m. for a short break and reconvened at 9:34 p.m.</p> <p>New Milford High School</p> <ul style="list-style-type: none"> • Mr. Shugrue thanked the Board for allowing him the opportunity to present and thanked his administrative team for the work they did on putting this budget together. • The High School follows the WAVE motto: <u>Work</u> to become lifelong learners and peer collaborators who meet challenging goals by applying 21st century skills; <u>Achieve</u> through hard work, honest reflection, and self-advocacy using critical thinking and problem solving; <u>Value</u> civic responsibility and the diversity within our community and global society; and <u>Empower</u> students and teachers to become curious, creative, innovative, and insightful. • Mr. Shugrue spoke about student belonging in relation to WAVE and the district Theories of Action: IF we develop a student centered culture of achievement, belonging and trust THEN all students will be better prepared for lifelong success. The Value and Empower parts of WAVE are demonstrated here. • Student Aspirations: IF we create learning experiences that support student aspirations for life beyond school THEN students will graduate with the knowledge and skills to meet the demands of the 21st century. Work and Achieve are demonstrated in student aspirations. • Academics Goals: IF we develop a commitment to student learning and achievement over a compliance to directives, THEN students will learn in a more flexible and adaptive environment. Ensure that every lesson is planned using standards-based curricula, is rigorous, and is taught in a differentiated manner designed to meet the learning needs of each student. In this way all 	<p>New Milford High School</p>
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	<p>four sections of the motto are addressed.</p> <ul style="list-style-type: none">• Highlights from the 2017-18 high school budget year include: 17 ESS students are in district at the high school and doing well; PSAT (9th, 10th & 11th) administered during the school day; BOE subsidizing costs for AP exams which allows for more offerings and more students enrolled and taking tests with New Milford on the AP Honor Roll; Chromebook purchases to support students in major subject areas; Curriculum writing; New texts in Statistics, Pre-Calculus and AP Calculus, AP Human Geography, AP Environmental Science, and Integrated Science.• The 2018-19 budget priorities include: continuing to maintain and improve instructional opportunities for students through such items as texts, technology, reading programs, and supplies; continuing to address the social, emotional and mental health needs of our students, including the programs NAMES and Truth About Hate; continuing to fund college readiness and career opportunities through the PSAT and AP testing.• Line 56110 Art represents a \$1,500 increase for supplies for the newly adopted Digital Photography course.• English line items include Chromebooks and carts as well as document cameras and memberships.• Health line items include licenses for Chromebooks and a cart.• Math line items include one TI-84 calculator bundle of 30 to be used across classes.• Science line items includes new texts for Biology Integrated Science, Grade 10 Biology and Grade 9 Integrated Science.• Social Studies line items requests include Chromebooks and textbooks for US History.• Business line items include a new online practice service for AP and texts for the newly adopted Computer Literacy course.• Music line items include an increase needed in transportation to cover costs of the growing	
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	<p>chorale program.</p> <ul style="list-style-type: none"> • The ELL request is for test prep materials and other books to support ELL population and services. • The Athletics increase is due to the cost of officials and police have going up and equipment needed to offset \$15,000 cut in the 2017/18 budget. • Student activities is requesting an additional \$5,000 to fund the Truth About Hate Program for all Grade 11 students. • The Guidance line increase is due to AP and PSAT testing; this was adjusted based on prior actuals. • Special Education is requesting a Language Live Reading Program at \$26,000 and an increase for general supplies. <ul style="list-style-type: none"> • Mr. Smith said the Language Live Reading program is not a direct mandate but is part of how New Milford is addressing the new law regarding dyslexia. • Mr. Failla asked how many Chromebooks were being purchased and Mr. Shugrue said 136. • Mrs. Faulenbach asked for the dollar amount and Mr. Shugrue said \$38,502. Mrs. Faulenbach asked for licensing fees and Mr. Shugrue answered that of the \$14,805 in that line, \$4,080 was for licensing of Chromebooks. • Ms. DiCorpo said these Chromebooks are necessary for testing purposes in addition to instruction. • Mr. Dahl asked how the AP fees were determined and Mr. Shugrue said he uses numbers as of December 1st of this fiscal year to project out. The dollar figure in this budget is \$30,875. • Mr. Schemm asked about the calculator request and Mr. Shugrue said it was the request from the math department. • Mr. Failla asked how many students would get the calculators and Mr. Shugrue said they would be ordering one classroom set of 30 for use in the classroom, not for loaning or giving out. 	
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	<ul style="list-style-type: none"> • Mr. Schemm asked about line 53300 on page 32 and Mr. Shugrue said they are piloting software for the computer science class. • Mrs. McInerney asked about the ELL increase of 199% and Mr. Shugrue said it is additional materials for the additional population. • Mrs. Faulenbach asked what the total Athletics budget is and Mr. Shugrue said operating costs are \$383,000; the rest of the total is salaries. 	
3.	Opportunity for the Public to be heard <ul style="list-style-type: none"> • There was no public comment made. 	Opportunity for the Public to be heard
4.	Recessed to Tuesday, January 23, 2018 Mr. Lawson recessed the meeting at 10:08 p.m. until January 23, 2018.	Recessed to Tuesday, January 23, 2018 The meeting recessed at 10:08 p.m.

**Budget Hearing Minutes
January 23, 2018
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairperson 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
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Also Present:	Mr. Joshua Smith, Superintendent Ms. Alisha DiCorpo, Assistant Superintendent Mr. Anthony Giovannone, Director of Fiscal Services and Operations Ms. Ellamae Baldelli, Director of Human Resources Mr. Kevin Munrett, Facilities Director Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Roberta Pratt, Director of Technology Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School Dr. Christopher Longo, Principal, Schaghticoke Middle School Mr. Greg Shugrue, Principal, New Milford High School
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1.	<p>Call to Order Pledge of Allegiance</p> <p>The budget hearing meeting of the New Milford Board of Education was reconvened at 7:00 p.m. by Mr. Lawson, Chairperson. The Pledge of Allegiance immediately followed the call to order.</p>	<p>Call to Order Pledge of Allegiance</p>
2.	<p>Discussion of the 2018-2019 School Budget including, but not limited to, Pupil Personnel/Special Education, Department of Maintenance, Technology, Department of General Administration, and Capital</p> <p>Pupil Personnel/Special Education</p> <ul style="list-style-type: none"> • Mrs. Olson, Director of Pupil Personnel and Special Services, thanked the Board for the opportunity to present this budget saying that it is complex and falls under the Individuals with Disabilities Education Act (IDEA) umbrella. Many of these services are mandated and the instruction aligns with the initiatives highlighted by Superintendent Smith. • Mrs. Olson said the 2018-19 initiatives include: increasing special education students time with typical peers (TWDP) through co-teaching and collaboration; increasing implementation of best practices in specialized instruction with an emphasis on early literacy and numeracy; continuing to provide services for students with significant mental health needs; providing families with training and resources in the areas of mental health, literacy, behavior, and specific special need challenges; and improving student preparation for transition from school to post-secondary and/or vocational settings. • Mrs. Olson said the percentage of students with an IEP in New Milford has remained fairly consistent since 2012-2013, around 13%. In 2016-2017 it was 13.6% which was a slight increase from two years ago. 	<p>Discussion of the 2018-2019 School Budget including, but not limited to, Pupil Personnel/Special Education, Department of Maintenance, Technology, Department of General Administration, and Capital</p> <p>Pupil Personnel/Special Education</p>

- New Milford's percentage compares favorably to the State right now but Mrs. Olson said the State number will possibly increase as more students self-identify.
- The prevalence of special education needs in K-12 include learning disabilities, intellectual disability, emotional disturbances, speech/language impairment, ADHD, mood disorders, autism, and dyslexia.
- The special education population in EXCEL, the district's preschool program, currently has 42 students.
- The Litchfield Hills Transition program has 19 students enrolled. This program services students aged 18-21. Of the 19, one is a tuition student.
- The total staffing for special education has been consistent over time, though two full time social workers were added over a three year period.
- The out of district placements have been hovering at about 30 in number historically but there will be 42 known placements in the 2018-2019 school year.
- The placement and tuition costs variables for out of district placements include unknown new enrollments, unknown unilateral placements, and mediations/hearings of which there were five this year. The knowns include tuition increases, graduating students, students aging out, and changes in school placement.
- The out of district tuition and costs can range from several thousand dollars to over \$300,000. The threshold number for excess costs reimbursement is \$64,000, meaning that any student costs less than \$64,000 are covered by the district. Costs over \$64,000 are eligible for partial state reimbursement.
- The percentage of New Milford students in out of district schools was 3.06% in 2016-2017 versus the State average of 8.4%.
- Increased demands and unfunded mandates include: the Private and Public Out-of-District Tuition line; continued increase in complex cases and needs of young students; continued

increase in number of Planning and Placement Team Meetings (PPT's); rigorous academic curriculum which requires targeted interventions and modifications for student success; mandated legislation such as independent educational evaluations which parents can request, and dyslexia legislation – P.A. 15-97 which requires a plan and program to teach appropriately.

- In 2016-2017 there were 1,499 PPTs.
- The Effective School Solutions (ESS) program at the high school has decreased disciplinary incidents and absences and increased the grade point average of the students participating. There have been five successful discharges from ESS including three who will graduate with their peers.
- The Pupil Personnel budget supports the mental health of all students through: the increase of two social workers since 2015-16; Effective School Solutions at NMHS; "Parents As Partners" parent workshops throughout the year which address mental health and learning issues; Membership in the NOVA Regional Crisis Team; PBIS implementation; Substance Abuse Counselor at SMS and NMHS; and Full-time Behaviorist (BCBA).
- The accomplishments of the Special Education department include zero citations on the October 2017 SEDAC report. On the annual performance report, they met the target for all Early Childhood Indicators; eliminated disproportionate representation (over identification, disproportionate identification); met state established timelines for identification and re-evaluation; met target for a decrease in Out-Of-School Suspension rates; and June 2017 met target for Time With Non-Disabled Peers - the State target is 68% and New Milford is at 68.1%.
- Mrs. McNerney thanked Mrs. Olson for her presentation but was concerned about budgeting for 42 out of district placement slots versus 46 and asked what the plan would be if

	<p>the number was higher. Mrs. Olson said the district has been very good about looking for ways to place students in reasonable schools.</p> <ul style="list-style-type: none">• Mrs. McInerney said she would not want to deny a student due to budgetary issues. Mr. Smith said the district has never weighed placement versus costs. He said the district does a good job working with the families. He said it would not be responsible budgeting right now to cut programming based on unknown special education budgeting. The district is making budget decisions based on what we know and, if faced with challenges in the future, we will make cuts to address them. To cut programs now based on what may happen would definitely impact students versus waiting until we have to impact other programs.• Mrs. Chastain asked how many students are served at each school and Mrs. Olson said she would get that number.• Mrs. Chastain asked if the 1499 on page 7 were unique and Mrs. Olson said they were not and many students have IEP's more than once.• Mrs. Chastain asked how many students were in ESS and Mrs. Olson said the cap is 18 and the current enrollment is 17.• Mr. McCauley asked how many students have IEPs and how many have 504s. Mrs. Olson said she would get that breakdown.• Mr. McCauley asked if there was any talk about adding ESS at the middle school and Mrs. Olson said there has been no discussion as it is cost prohibitive at this time, but the earlier the intervention the better in her opinion. Some districts have looked at programs starting in elementary schools.• Mrs. Monaghan asked if parent participation was mandatory and Mrs. Olson said it was not, but parents are usually eager to participate.• Mr. Schemm said the accomplishment of 68% time spent with non-disabled peers is great. He asked about contracting for out of district placement for the following year's services and are there limits as to how much schools can increase pricing. Mrs. Olson said they always	
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	<p>call to determine future plans because they want to work with the schools. She said they only work with accredited schools and they have not seen dramatic price shifts in the past, but do plan for a 2-3% increase.</p> <ul style="list-style-type: none"> • Mr. Dahl asked how the independent education evaluation works and Mrs. Olson said there are times when the district needs more information or the parents might disagree with the district's evaluation. The parents do have rights to request an independent evaluation at that time. • Mrs. McInerney asked what the AEDs are and Mrs. Olson said they are defibrillators and the 10 year shelf life has been reached. The cost is \$1,695 each. • Mrs. Monaghan asked why 51115 was reduced by 100% and Mr. Giovannone said the ESY teachers were reclassified to their actual locations. • Mr. Schemm asked where ESS is in the budget and Mrs. Olson said it is in the pupil personnel department. • Mr. McCauley asked about the 221% increase in the non-certified line and Mrs. Olson said that is the transfer of two paraeducators. • Mrs. Faulenbach asked if there was any reimbursement of transportation in the special education line and Mr. Smith said the total cost to educate a special education student is used, including transportation. • Mrs. Monaghan asked if page 46, social workers, included the substance abuse counselor and Mrs. Olson said they are not the same certification. <p>Department of Maintenance</p> <ul style="list-style-type: none"> • Mr. Munrett thanked the Board for allowing him to present his budget and said the goal of maintenance is to provide clean and safe buildings for students and staff. • Some of the budget drivers that occurred after February 2017 that are directly impacting this proposed budget include Hurricanes Harvey and Irma; Fire hydrant maintenance; AHERA 	
		Department of Maintenance

	<p>Compliance which involves asbestos handling; playground assessment as the K-2 playgrounds are aging; transfers and cuts from this fiscal year; and the mandatory 5-year sprinkler tests.</p> <ul style="list-style-type: none">• Mr. Munrett went through some of the line items in his budget. He said the maintenance lines at HPS and SNIS are increasing from last year due to funding being reallocated to the buildings themselves. He noted the decrease in the high school line is because they were overfunded, as previously all the funding went to the high school line and then was allocated out from there.• Some capital repairs include two of Northville's circulation pumps, out of eight, that will be replaced in fiscal 2018-2019.• Schaghticoke has a new hot water heater which was an emergency repair. The high school air handler was replaced. At the Lillis Building, the condensation tank was replaced.• Some capital reserve projects for 2017-18 included the Sarah Noble multipurpose room roof top unit and the Northville fire alarm project. The Schaghticoke fuel oil tank will need to be replaced in a few years.• Mr. Failla asked if there is an effort to use green cleaning supplies and Mr. Munrett said there is a state mandate to do so and the district has a policy regarding this, per the state guidelines.• Mrs. McNerney asked if there were labor costs involved with the various projects Mr. Munrett mentioned during the presentation and he said they were able to do some in house and some were part of contracts.• Mr. Failla asked if the District and the Town still worked together on purchasing gasoline and Mr. Munrett said they did.• Mr. Failla asked about the \$6,600 increase in line 56290 and Mr. Munrett said that is for items such as the AHERA compliance.• Mrs. Monaghan asked about the electricity line 56220 and Mr. Giovannone said that is for the central office and the two barns.	
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	<ul style="list-style-type: none"> • Mrs. Faulenbach asked if the barns were always in the budget and Mr. Smith said yes but they are correcting for actual in 2018-2019. • Mrs. McInerney asked why Sarah Noble had two more custodians than Schaghticoke and Mr. Munrett said it is by square footage. <p>Technology</p> <ul style="list-style-type: none"> • Ms. Pratt thanked the Board for the opportunity to present the Technology budget. She shared the district mission and stated that technology needs to be aligned with it. • Ms. Pratt said technology has the ability to enhance relationships between teachers and students. When teachers effectively integrate technology into subject areas, teachers grow into roles of adviser, content expert, and coach. When used effectively, technology helps make teaching and learning more meaningful and collaborative. • Ms. Pratt said her department supports over 6200 devices; has addressed over 3100 Help Desk tickets to date this year; and supports eight locations including East Street, the Maxx and the Facilities building. • The priorities for the 2018-2019 budget include: to continue to provide technological support to curriculum and facilities initiatives and to assist in instructional practice; to continue to maintain and improve the infrastructure; to continue to work with teachers to provide classroom support for initiatives; and to continue to address unfunded state mandate(s). • The current district technology inventory consists of: 1465 desktop computers for 5,000 users (students and staff); 2185 Chromebooks; 44 Servers that host a variety of software programs; email, filtering, student information system, student and staff files; applications, printing, administrative applications software, Telco system, Google, Nurse applications, Food service applications and network security; 341 Smart Boards/devices; 670 phones and 15 	<p>Technology</p>
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	<p>fax lines; Spam filter, content filter, firewall, wireless controllers, Access Points; 82 Network switches, 7 building routers, and 6 building servers.</p> <ul style="list-style-type: none">• The current district technology growth includes: expanding the Parent Portal to the K-2 schools; all schools having a Parent Portal as well as online Gradebooks for teachers; expanding the Student Information System to allow online course requests for the high school; supporting instruction and increased assessment requirements; collaborating with SMS to provide professional Skype equipment for “Skype a Scientist” program at SMS; expanding the wireless capacity at SMS due to the migration from wired desktops to Chromebooks; and working with Facilities to install and configure security and wireless coverage on the turf fields.• New state and federal mandates impacting technology are Student Data Privacy PA-189 and the Web Site Accessibility ADA act.• Ms. Pratt discussed some of the budget lines explaining the differences year to year. In terms of in-service professional development training, the system has been in place now for two years so there is less need for training, thus the decrease of \$3,950.• The vendor support line is increasing due to the continued migration from a wired network to a wireless network. The capacity needs to expand at the hub at Sarah Noble to allow this migration to proceed.• The printer/phone line is proposed to decrease by \$1,000 due to the start of a maintenance contract.• The supplies and instructional equipment line is increasing as unanticipated needs come up throughout the year. Some examples of recent needs are: the turf fields wireless and security project; security camera expansion project – a network component needs to be added; Makerspaces; adjustments needed for testing requirements; earbuds with microphones for LAS Links; additional mice for SBAC and	
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	<p>MAP testing; wireless access points to expand coverage in the district; toner; and Data Center battery backups.</p> <ul style="list-style-type: none">• The purchased services and other professional technology line is increasing due to increased licensing fees as well as the School Messenger communication tool.• The supplies/non-instructional technology line is increasing due to printer supplies; district Raptor badge supplies; keyboard/mice replacement; technology office supplies; miscellaneous connectors and converters; and presenter equipment.• The capital requests for technology are for Project Lead the Way computers at the middle school; the Smart Board refreshment cycle; Chromebook refreshment cycle; and network refresh. <ul style="list-style-type: none">• Mrs. Faulenbach asked for clarification on the amount of capital for technology which she totaled \$165,000.• Mrs. Chastain said she thought the installation of security cameras at the turf fields was to have been at no cost and Ms. Pratt said there were costs due to the fact that the third party connection did not talk to the school's system.• Mrs. Chastain asked about the Microsoft training and Ms. Pratt said they moved to Microsoft two years ago, so there was less need for training now.• Mrs. Chastain asked if the donor was no longer refreshing the computers for PLTW and Mr. Smith said the donor provides additional equipment which does not supplant the budget and basic costs to run the program.• Mrs. Faulenbach asked how many Chromebooks were in the number on page 70 and Ms. Pratt said 355. Mrs. Faulenbach asked if that was not including the high school and Ms. Pratt said these were just refreshing what is already in place. She said the Netbooks purchased several years ago were not performing the way they should and need to be replaced.	
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- Mrs. Faulenbach asked what the life expectancy was and Ms. Pratt said the manufacturer suggests three years and most were already five years or older.
- Mr. Failla asked what the licensing costs were for Chromebooks and Ms. Pratt said \$30 per year per unit.
- Mr. Failla asked why the high school budget for licenses was over \$14,000 and Mr. Shugrue said that line included licensing for other tools such as online practicing and professional development.
- Mr. Failla said the cost to secure the turf fields was totally worth the price.

Department of General Administration & Capital

- Mr. Smith reiterated some of the slides from his original presentation in the areas of DOGA and Capital. He said the increase in medical insurance is half of the overall increase in this budget proposal. The salary increase is only 0.15% of the overall increase.
- After the budget was prepared CIRMA came in with a worker's comp decrease of \$94,886 and the liability and property insurance decreased \$28,966.
- Mr. Smith noted that items in DOGA get factored into other departments and other conversations.
- Mrs. McInerney asked what the change in the budget percentage would be using the new insurance figures and Mr. Giovannone said it would be a 2.39% requested increase.
- Mr. Schemm asked about the turnover savings and Mr. Smith said they are above the number budgeted for this year but he is not comfortable with keeping it the same. In the long term, he said the staff is getting younger and the retirees tend to be in the shortage areas for teachers.
- Mrs. Faulenbach asked why the legal number was lower and Mr. Smith said there are fewer negotiations upcoming.

Department of General Administration & Capital

3.	<p>Opportunity for the Public to be heard</p> <ul style="list-style-type: none"> • There was no public comment made. 	<p>Opportunity for the Public to be heard</p>
4.	<p>Discussion of the performance, future employment and salary of the District Courier, Accounting Manager, Administrative Assistant to the Superintendent, Human Resources Director, Lab Assistant, Systems Analyst, Technology Director, Network Administrator, Assistant Facilities Director, Facilities Director, Data Specialist, Assistant Superintendent, Director of Fiscal Services and Operations, and Food Services Director (executive session anticipated)</p> <p>Mrs. McInerney moved to enter into executive session to discuss the performance, future employment and salary of the District Courier, Accounting Manager, Administrative Assistant to the Superintendent, Human Resources Director, Lab Assistant, Systems Analyst, Technology Director, Network Administrator, Assistant Facilities Director, Facilities Director, Data Specialist, Assistant Superintendent, Director of Fiscal Services and Operations, and Food Services Director and to invite into the session Superintendent Joshua Smith, seconded by Mr. McCauley and passed unanimously.</p> <p>The Board and Mr. Smith entered executive session at 9:09 p.m. and returned to public session at 9:24 p.m.</p>	<p>Discussion of the performance, future employment and salary of the District Courier, Accounting Manager, Administrative Assistant to the Superintendent, Human Resources Director, Lab Assistant, Systems Analyst, Technology Director, Network Administrator, Assistant Facilities Director, Facilities Director, Data Specialist, Assistant Superintendent, Director of Fiscal Services and Operations, and Food Services Director (executive session anticipated)</p> <p>Motion made and passed unanimously to enter into executive session to discuss the performance, future employment and salary of the District Courier, Accounting Manager, Administrative Assistant to the Superintendent, Human Resources Director, Lab Assistant, Systems Analyst, Technology Director, Network Administrator, Assistant Facilities Director, Facilities Director, Data Specialist, Assistant Superintendent, Director of Fiscal Services and Operations, and Food Services Director and to invite into the session Superintendent Joshua Smith.</p>
5.	<p>Recessed to Wednesday, January 24, 2018</p> <p>Mr. Lawson recessed the meeting at 9:24 p.m. until January 24, 2018.</p>	<p>Recessed to Wednesday, January 24, 2018</p> <p>The meeting recessed at 9:24 p.m.</p>

**New Milford Board of Education
Budget Hearing & Meeting Minutes
January 16, 17, 23 & 24, 2018
Sarah Noble Intermediate School Library Media Center**

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**Budget Hearing Minutes
January 24, 2018
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairperson 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
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Also Present:	Mr. Joshua Smith, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Anthony Giovannone, Director of Fiscal Services and Operations Ms. Roberta Pratt, Director of Technology Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Kevin Munrett, Facilities Director Mr. Greg Shugrue, Principal, New Milford High School Dr. Christopher Longo, Principal, Schaghticoke Middle School Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School Mrs. Paula Kelleher, Principal, Hill & Plain Elementary School Mrs. Susan Murray, Principal, Northville Elementary School
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1.	Call to Order	Call to Order
A.	Pledge of Allegiance The budget hearing meeting of the New Milford Board of Education was reconvened at 7:00 p.m. by Mr. Lawson, Chairperson. The Pledge of Allegiance immediately followed the call to order.	A. Pledge of Allegiance
2.	Public Comment	Public Comment
	<ul style="list-style-type: none"> There was no public comment made. 	
3.	Discussion and Possible Action	Discussion and Possible Action
A.	Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absence dated January 24, 2018	A. Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of

	<p>Mrs. McInerney moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of January 24, 2018, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • There was no discussion. <p>The motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 12/31/17 2. Purchase Resolution: D-706 3. Request for Budget Transfers <p>Mr. McCauley moved to approve monthly reports - Budget Position dated 12/31/17, Purchase Resolution: D-706, and Request for Budget Transfers, seconded by Mrs. Monaghan.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked about the legal line regarding expulsions and if the retainer was tied to it. Mr. Smith said this piece was not as it is for the attorney that represents the administration, not the hearing officer. • Mr. Schemm asked about the salary line balance and what vacancies are showing there. Mr. Giovannone said that Ms. Baldelli reports three vacancies. He said the transfer report shows a \$30,000 request as well. Mr. Smith said this is because the district has an unfilled school psychologist position so they are using contracted services for this. Mr. Smith said the salary line is fluid but still healthy. • Mr. Schemm asked about the magnet school tuition for 18 seats and asked if all are filled. Mr. Giovannone said 17 are filled but we pay for a guaranteed 18. • Mrs. Chastain asked how the magnet school is advertised. Mr. Smith said the magnet school itself advertises, we send something out and he believes that the magnet school sends something to the paper. He said he would check on the 	<p>Absence dated January 24, 2018</p> <p>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of January 24, 2018.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 12/31/17 2. Purchase Resolution: D-706 3. Request for Budget Transfers <p>Motion made and passed unanimously to approve monthly reports - Budget Position dated 12/31/17, Purchase Resolution: D-706, and Request for Budget Transfers.</p>
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	<p>specifics. Mrs. Chastain asked about the lottery and Mr. Smith said it is coming up. Mrs. Chastain said if we are paying for 18 seats she would like to see them all filled. Mr. Smith said this is complicated by the fact that sometimes the opening is in a later grade so it is not as easy to fill as a kindergarten spot would be for example.</p> <p>The motion passed unanimously.</p>	
C.	<p>2016-17 End-of-Year Balance</p> <p>Mrs. Chastain made a motion to amend the agenda by adding the following items: discussion/vote on motion to rescind Board action taken at the July 18, 2017 meeting requesting that the End of Year balance for 2017, subject to final audit, go to capital reserve; and discussion/vote on use of surplus 2017 Board funds by Town, seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> • Mr. Failla said everyone is fully aware of what the State of Connecticut has done to all the Towns and Cities. New Milford was cut \$2.3 million and the Board should do what it can to assist the Town. • Mrs. Faulenbach, as parliamentarian, said this motion is to add the item to the agenda, and discussion should wait until it passes. <p>The motion passed unanimously.</p> <p>Mrs. Faulenbach made a motion to rescind the motion and Board action taken at the July 18, 2017 meeting requesting that the End of Year balance for 2017, subject to final audit, go to capital reserve, seconded by Mr. Lawson.</p> <ul style="list-style-type: none"> • Mr. Lawson said he agreed with Mr. Failla on this motion but is concerned with where the rest of the money will come from. • Mrs. Faulenbach said the deficit will need to be filled by June 2018 and the Board is working with the Town to identify the immediate dollar 	<p>C. 2016-17 End-of-Year Balance</p> <p>Motion made and passed unanimously to amend the agenda by adding the following items: discussion/vote on motion to rescind Board action taken at the July 18, 2017 meeting requesting that the End of Year balance for 2017, subject to final audit, go to capital reserve; and discussion/vote on use of surplus 2017 Board funds by Town.</p> <p>Motion made and passed unanimously to rescind the motion and Board action taken at the July 18, 2017 meeting requesting that the End of Year balance for 2017, subject to final audit, go to capital reserve.</p>

	<p>amount. She said this money not going to capital reserve can help and the balance of the capital reserve is approximately \$700,000.</p> <p>The motion passed unanimously.</p> <p>Mr. Lawson made a motion to request and authorize the Town to use funds from the End of Year balance for 2017, as reflected in the final audit, to cover any budgetary shortfalls resulting from reduced State aide, grants and revenue during the 2017-2018 fiscal year, seconded by Mrs. Chastain.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said this was approved by Board of Finance and Mr. Lawson said it was also approved by the Town Council. <p>The motion passed unanimously.</p>	
D.	<p>Adoption of the 2018-2019 Board of Education Budget</p> <p>Mr. McCauley moved to approve the Superintendent's proposed 2018-2019 budget in the amount of \$64,437,522, seconded by Mrs. McInerney.</p> <p>Mrs. Faulenbach moved to amend the Superintendent's proposed 2018-2019 budget by decreasing it by \$94,886 from BAZ25043-52900, workers' compensation, seconded by Mrs. Chastain and passed unanimously.</p> <p>Mrs. Faulenbach moved to amend the Superintendent's proposed 2018-2019 budget by decreasing it by \$28,966 from BAZ25943-55200, property liability, seconded by Mrs. Chastain and passed unanimously.</p> <p>Mr. Schemm moved to amend the Superintendent's proposed 2018-2019 budget by decreasing it by \$20,000 from BAZ23143-53200, strategic plan expenditure, seconded by Mr. McCauley and passed unanimously.</p>	<p>Motion made and passed unanimously to request and authorize the Town to use funds from the End of Year balance for 2017, as reflected in the final audit, to cover any budgetary shortfalls resulting from reduced State aide, grants and revenue during the 2017-2018 fiscal year.</p> <p>D. Adoption of the 2018-2019 Board of Education Budget</p> <p>Motion made to approve the Superintendent's proposed 2018-2019 budget in the amount of \$64,437,522</p> <p>Motion made and passed unanimously to amend the Superintendent's proposed 2018-2019 budget by decreasing it by \$94,886 from BAZ25043-52900.</p> <p>Motion made and passed unanimously to amend the Superintendent's proposed 2018-2019 budget by decreasing it by \$28,966 from BAZ25943-55200.</p> <p>Motion made and passed unanimously to amend the Superintendent's proposed 2018-2019 budget by decreasing it by \$20,000 from BAZ23143-53200.</p>

	<ul style="list-style-type: none"> • Mr. Schemm said he felt the Board had a good summer retreat and could probably put together a strategic plan organically without paying for consultants. <p>Mrs. Monaghan moved to amend the Superintendent's proposed 2018-2019 budget by decreasing it by \$15,000 from BDZ10000-55101, field trips, seconded by Mrs. McInerney and passed unanimously.</p> <ul style="list-style-type: none"> • Mrs. McInerney said she loves field trips but felt that using the budgeted money for K-5 has been challenging in different ways and that fundraising and the PTO could help in this area. • Mr. Lawson asked where the budget increase was at this point and Mr. Giovannone said the total reduction is \$158,852 or a 2.34% increase. <p>Mrs. Faulenbach moved to amend the Superintendent's proposed 2018-2019 budget by drawing \$100,000 from the capital reserve account and increasing revenue line BZZ26846-49599 by \$100,000, seconded Mr. Failla.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said she appreciates the intent of adding capital into the budget, but when the district is cutting teachers and there is a question about using the internal service fund she did not think this was the year to do this. • Mr. Schemm said he couldn't support this motion because it is just getting a foot in the door and since the Board is always judged by last year's budget they will never be able to take this step if they don't start somewhere. • Mr. Failla said in this fiscal climate using the capital reserve helps with the Board's and Town's budgets. He said if there is a significant capital outlay needed the Town can be asked for bonding money. • Mr. Dahl asked for clarification on what this motion's intent is and Mrs. Faulenbach said she is looking to make the full request for capital 	<p>Motion made and passed unanimously to amend the Superintendent's proposed 2018-2019 budget by decreasing it by \$15,000 from BDZ10000-55101.</p> <p>Motion made and failed to amend the Superintendent's proposed 2018-2019 budget by drawing \$100,000 from the capital reserve account and increasing revenue line BZZ26846-49599 by \$100,000.</p>
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reserve be \$322,500 per the budget.

- Mr. Dahl said when this budget finally goes to the Town there will be cuts and so he didn't want to take anything out now. He also said budgets in surrounding towns are double the increase of this one.
- Mr. Lawson said this is uncharted state territory and so he was reluctant to take another \$100,000 out of capital reserve. He said he knows there are some big ticket items on the horizon and with bonds there is interest due.
- Mr. Failla said there are difficult decisions to be made and by doing this it would show the Town Council and Board of Finance that it is a tight budget.

Motion failed 4-5

Aye: Mr. Dahl, Mrs. Chastain, Mrs. Faulenbach, Mr. Failla

No: Mrs. Monaghan, Mr. McCauley, Mr. Lawson, Mrs. McInerney, Mr. Schemm

Mrs. Chastain moved to amend the Superintendent's proposed 2018-2019 budget by decreasing it by \$40,000 from BZZ25847-57500, Chromebooks, seconded by Mr. Failla.

- Mrs. Chastain said that the Chromebooks were important but \$80,000 is a lot of money and she felt this could be cut in half and money added back over the next three years.
- Mr. Failla said there is a lot of technology money in this budget.
- Mr. Schemm said Mr. Shugrue has said the Chromebook is more important than a pencil. He said for years there had been no money in technology. He said he could support the \$80,000 expense.
- Mrs. Faulenbach said she will support the motion especially as positions are being cut.
- Mrs. McInerney said a lot of students don't have access to technology at home.
- Mr. Lawson said the dynamics of education have changed rapidly. Chromebooks are like textbooks, they foster creativity, they allow for

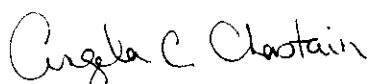
Motion made and failed to amend the Superintendent's proposed 2018-2019 budget by decreasing it by \$40,000 from BZZ25847-57500.

	<p>mobility. He said a person cannot go into a place of business without being able to use a computer.</p> <ul style="list-style-type: none"> • Mr. McCauley said the students need computers in the classroom and they need access to Chromebooks. • Mrs. Chastain said her suggestion is to cut \$40,000 this year and spend \$30,000 a year in the next couple of years. • Mrs. Monaghan said she would rather cut textbooks than Chromebooks. <p>Motion failed 3-6 Aye: Mr. Failla, Mrs. Faulenbach, Mrs. Chastain No: Mrs. Monaghan, Mr. McCauley, Mrs. McInerney, Mr. Lawson, Mr. Schemm, Mr. Dahl</p> <p>Mrs. Faulenbach moved to amend the Superintendent's proposed 2018-2019 budget by decreasing it by \$9,000 from BLD24943-57500, furniture, seconded by Mr. Failla.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said this seemed to be a want versus a need and suggested the desks could be bought at another time with outside funding. • Dr. Longo said these are standing desks and kidney shaped tables that help to differentiate learning. • Mr. Lawson asked if these were on any student's IEP and Dr. Longo said they were not specifically written into the IEP. • Mrs. Olson said the IEP's do refer to flexible grouping in the accommodations pages. • Mrs. Chastain asked if there are other tables at Schaghticoke that could fit small groups and Dr. Longo said they inherited the desks from Pettibone and they are too small for middle schoolers. • Mr. Schemm said he has seen these be effective with students in tier II and III for SRBI. He asked if this was part of the per student allotment for this school and Mr. Giovannone said it was. Mr. Schemm said the Board owes it to the district administration to let them run 	<p>Motion made and failed to amend the Superintendent's proposed 2018-2019 budget by decreasing it by \$9,000 from BLD24943-57500.</p>
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	<p>their schools within the resources provided.</p> <ul style="list-style-type: none">• Mr. Dahl said co-teaching works well when the environment is conducive and the kidney shaped tables help in that regard. He also said research has shown that the rising desks work well and help students learn better. <p>Motion failed 3-6 Aye: Mr. Failla, Mrs. Faulenbach, Mrs. Chastain No: Mrs. Monaghan, Mr. McCauley, Mrs. McInerney, Mr. Lawson, Mr. Schemm, Mr. Dahl</p> <ul style="list-style-type: none">• Mrs. Faulenbach asked if anyone had any other amendments and there appeared to be none.• Mr. Lawson asked Mr. Giovannone for the current number and he said it was a reduction of \$158,852. <p>Mrs. McInerney moved to approve the Superintendent's proposed 2018-2019 budget as amended in the amount of \$64,278,670, seconded by Mrs. Monaghan.</p> <ul style="list-style-type: none">• Mrs. Faulenbach said the insurance adjustment was about \$123,000 and so this Board only cut \$35,000 out of \$64 million. She felt the Board could do better so she would not support this budget.• Mrs. Chastain said there were things that could come out. She said it was not fiscally responsible to say that the Board will wait until the Town cuts this budget. She said there are seven positions being cut.• Mr. Dahl said he felt the Board was being fiscally responsible. He noted the Town spent \$4 million on a turf field for athletes and the other students needed to have the same opportunity.• Mr. Failla said the turf field cost \$3.2 million and was not supposed to cost taxpayers anything but it went out for bonding so there is a cost associated. He said the field has brought national recognition to New Milford. He said the Board is here to represent the taxpayers and	<p>Motion made and passed to approve the Superintendent's proposed 2018-2019 budget as amended in the amount of \$64,278,670.</p>
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	<p>this budget has a significant impact on this community.</p> <ul style="list-style-type: none"> • Mrs. McInerney said she disagreed with the standpoint that the Board is only cutting \$35,000. She said the Superintendent already presented a fiscally responsible budget. She said the Board owes it to the students to give them the supplies, equipment, services, etc. that they need to thrive. • Mr. Schemm wanted to thank everyone at the table because they all listened and respected each other. He said the budget has become more transparent so the public can dig in and see what is in there. He said he was disappointed no member of the public wanted to speak to this proposal. He said the Board of Education is not the Board of Finance and they have done their due diligence. • Mrs. Faulenbach said she disagreed that the Board did its job. She felt cuts could be found but no one wants to get to that point. She said the Board can't cut positions and wean off capital reserve as the Town is struggling financially as well. • Mr. Failla agreed with Mr. Schemm that it was disappointing that no one came out to speak. • Mr. Lawson thanked everybody for their work on this budget. <p>Motion passed 6-3 Aye: Mrs. Monaghan, Mr. McCauley, Mrs. McInerney, Mr. Lawson, Mr. Schemm, Mr. Dahl No: Mr. Failla, Mrs. Faulenbach, Mrs. Chastain</p>	
4.	<p>Adjourn</p> <p>Mr. Dahl moved to adjourn the meeting at 8:10 p.m., seconded by Mr. McCauley and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:10 p.m.</p>

Respectfully submitted:



Angela C. Chastain
Secretary
New Milford Board of Education



Next Generation Accountability Report: 2016-17

Choose a District

New Milford School District

No:	Indicator	Index/Rate ¹	Target	Points Earned	Max Points	% Points Earned	State Avg Index/Rate
1a.	ELA Performance Index – All Students	67.0	75	44.7	50	89.3%	67.1
1b.	ELA Performance Index – High Needs Students	57.3	75	38.2	50	76.5%	55.9
1c.	Math Performance Index – All Students	64.0	75	42.7	50	85.3%	62.2
1d.	Math Performance Index – High Needs Students	53.9	75	35.9	50	71.9%	50.5
1e.	Science Performance Index – All Students	58.1	75	38.8	50	77.5%	55.3
1f.	Science Performance Index – High Needs Students	49.1	75	32.7	50	65.4%	45.2
2a.	ELA Avg. Percentage of Growth Target Achieved – All Students	53.6%	100	53.6	100	53.6%	55.4%
2b.	ELA Avg. Percentage of Growth Target Achieved – High Needs Students	49.3%	100	49.3	100	49.3%	49.8%
2c.	Math Avg. Percentage of Growth Target Achieved – All Students	58.7%	100	58.7	100	58.7%	61.7%
2d.	Math Avg. Percentage of Growth Target Achieved – High Needs Students	54.3%	100	54.3	100	54.3%	53.7%
4a.	Chronic Absenteeism – All Students	6.7%	<=5%	46.7	50	93.3%	9.9%
4b.	Chronic Absenteeism – High Needs Students	12.0%	<=5%	36.0	50	72.1%	15.8%
5	Preparation for CCR – % taking courses	68.2%	75%	45.5	50	90.9%	70.7%
6	Preparation for CCR – % passing exams	53.0%	75%	35.3	50	70.6%	43.5%
7	On-track to High School Graduation	97.2%	94%	50.0	50	100.0%	87.8%
8	4-year Graduation All Students (2016 Cohort)	91.5%	94%	97.4	100	97.4%	87.4%
9	6-year Graduation - High Needs Students (2014 Cohort)	81.0%	94%	86.2	100	86.2%	82.0%
10	Postsecondary Entrance (Class of 2016)	78.3%	75%	100.0	100	100.0%	72.0%
11	Physical Fitness (estimated part rate) and (fitness rate)	90.8% 43.3%	75%	28.9	50	57.8%	92.0% 51.6%
12	Arts Access	41.6%	60%	34.7	50	69.3%	50.5%
	Accountability Index			1009.5	1350	74.8%	

¹ Unrounded index/rates are used in calculations. Values rounded to 1 decimal are displayed.

Gap Indicators	Non-High Needs Rate*	High Needs Rate	Size of Gap	State Gap Mean + 1 Stdev**	Is Gap an Outlier?
Achievement Gap Size Outlier?					N
ELA Performance Index Gap	71.9	57.3	14.5	16.7	
Math Performance Index Gap	69.1	53.9	15.2	18.7	
Science Performance Index Gap	62.4	49.1	13.4	16.6	
Six-Year Graduation Rate Gap (2014 Cohort)	94.0%	81.0%	13.0%	12.0%	Y

*If the Non-High Needs Rate exceeds the ultimate target (75 for Performance Index and 94% for graduation rate), then the ultimate target is displayed and used for gap calculations. **If size of gap exceeds the state mean gap plus one standard deviation, then the gap is an outlier.

These statistics represent the results from the third year of Connecticut's Next Generation Accountability Model for districts and schools. For detailed information and resources about every indicator including the rationale for its inclusion, the methodology used as well as links to resources, research, and evidence-based strategies, please consult the document titled [Using Accountability Results to Guide Improvement](#).

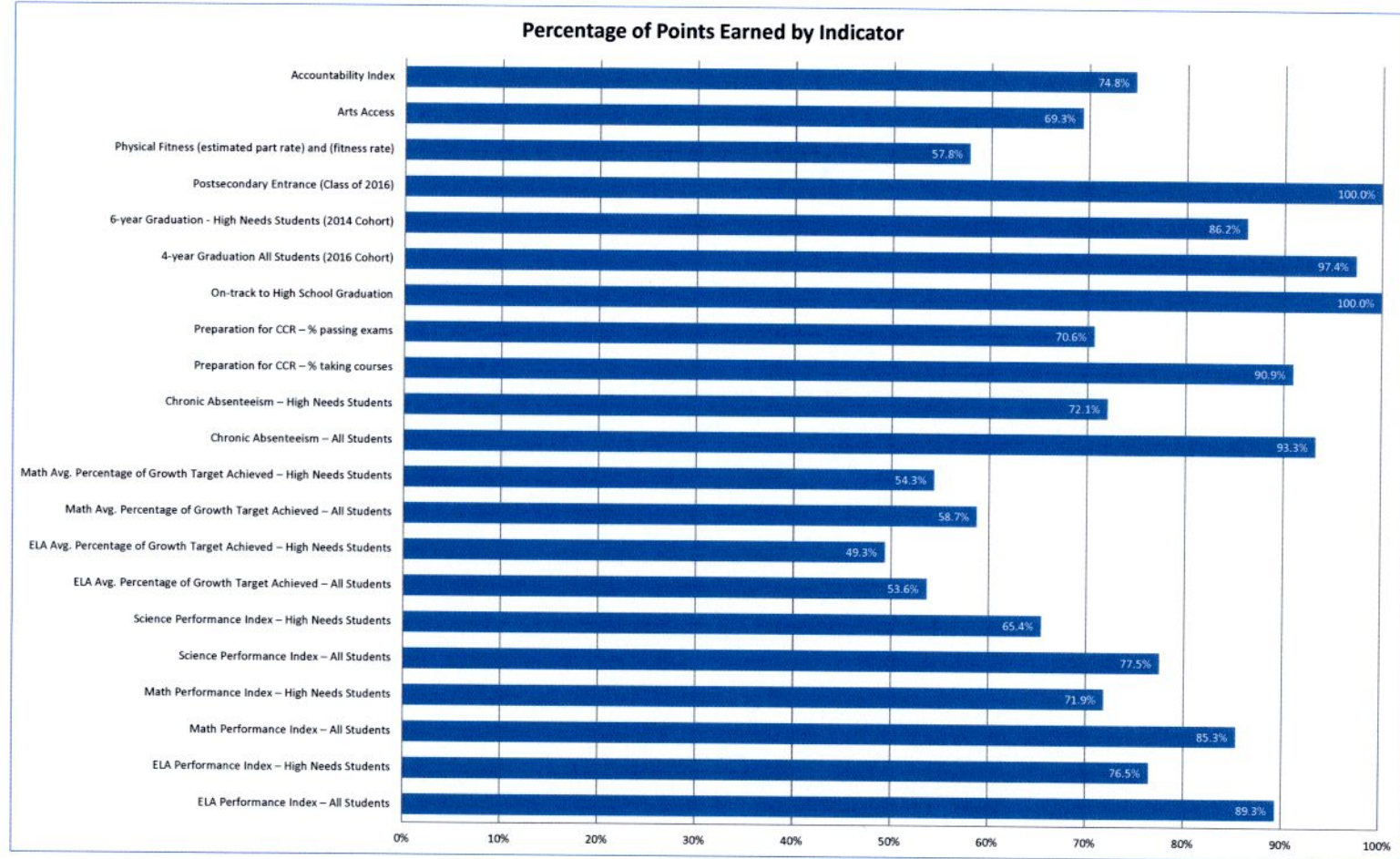
This model is the direct result of an extensive consultation process over a two year period. The CSDE sought feedback from district and school leaders, Connecticut educators, state and national experts, CSDE staff, and many others. This model was originally outlined in Connecticut's flexibility application to the U.S. Department of Education and formally approved by the USED in August 2015 and is now included in Connecticut's state plan for the Every Student Succeeds Act.

Participation Rate	Rate
ELA – All Students	96.7%
ELA – High Needs Students	95.8%
Math – All Students	95.5%
Math – High Needs Students	94.7%
Science – All Students	99.5%
Science – High Needs Students	98.5%



Next Generation Accountability Report: 2016-17

New Milford School District





Next Generation Accountability Report: 2016-17

Choose a District	Choose a School	School Category (1-5) (1 is highest)	State Support Designation (Cat. 4 and 5 schools only)	School of Distinction?
New Milford School District	Hill And Plain School_0960511	N/A		No
Choose a District, then Choose a School. To refresh the District List, clear the School name.		Grade Range: PK - 2		

No:	Indicator	Index/Rate ¹	Target	Points Earned	Max Points	% Points Earned	State Avg Index/Rate
1a.	ELA Performance Index – All Students		75	0.0	0		67.1
1b.	ELA Performance Index – High Needs Students		75	0.0	0		55.9
1c.	Math Performance Index – All Students		75	0.0	0		62.2
1d.	Math Performance Index – High Needs Students		75	0.0	0		50.5
1e.	Science Performance Index – All Students		75	0.0	0		55.3
1f.	Science Performance Index – High Needs Students		75	0.0	0		45.2
2a.	ELA Avg. Percentage of Growth Target Achieved – All Students		100	0.0	0		55.4%
2b.	ELA Avg. Percentage of Growth Target Achieved – High Needs Students		100	0.0	0		49.8%
2c.	Math Avg. Percentage of Growth Target Achieved – All Students		100	0.0	0		61.7%
2d.	Math Avg. Percentage of Growth Target Achieved – High Needs Students		100	0.0	0		53.7%
4a.	Chronic Absenteeism – All Students	4.5%	<=5%	50.0	50	100.0%	9.9%
4b.	Chronic Absenteeism – High Needs Students	7.0%	<=5%	46.0	50	92.0%	15.8%
5	Preparation for CCR – % taking courses		75%	0.0	0		70.7%
6	Preparation for CCR – % passing exams		75%	0.0	0		43.5%
7	On-track to High School Graduation		94%	0.0	0		87.8%
8	4-year Graduation All Students (2016 Cohort)		94%	0.0	0		87.4%
9	6-year Graduation - High Needs Students (2014 Cohort)		94%	0.0	0		82.0%
10	Postsecondary Entrance (Class of 2016)		75%	0.0	0		72.0%
11	Physical Fitness (estimated part rate) and (fitness rate)		75%	0.0	0	92.0%	51.6%
12	Arts Access		60%	0.0	0		50.5%
	Accountability Index			96.0	100	96.0%	

¹ Unrounded index/rates are used in calculations. Values rounded to 1 decimal are displayed.

These statistics represent the results from the third year of Connecticut's Next Generation Accountability Model for districts and schools. For detailed information and resources about every indicator including the rationale for its inclusion, the methodology used as well as links to resources, research, and evidence-based strategies, please consult the document titled [Using Accountability Results to Guide Improvement](#).

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Gap Indicators	Non-High Needs Rate	High Needs Rate	Size of Gap	State Gap Mean + 1 Stdev**	Is Gap an Outlier?
Achievement Gap Size Outlier?					N
ELA Performance Index Gap				0.0	
Math Performance Index Gap				0.0	
Science Performance Index Gap				0.0	
Six-Year Graduation Rate Gap (2014 Cohort)					N/A

*If the Non-High Needs Rate exceeds the ultimate target (75 for Performance Index and 94% for graduation rate), then the ultimate target is displayed and used for gap calculations. **If size of gap exceeds the state mean gap plus one standard deviation, then the gap is an outlier.

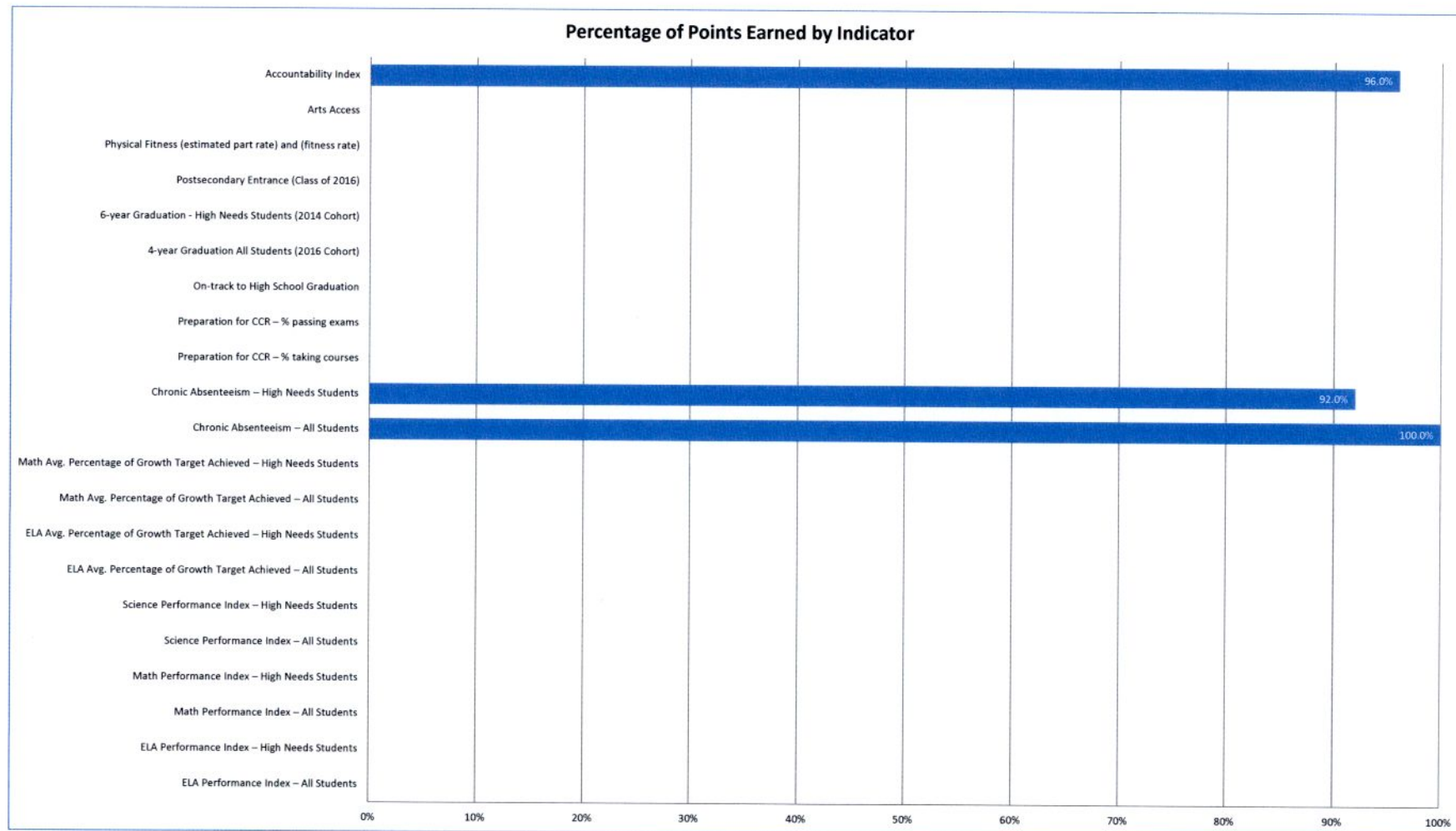
Participation Rate	Rate
ELA – All Students	N/A
ELA – High Needs Students	N/A
Math – All Students	N/A
Math – High Needs Students	N/A
Science – All Students	N/A
Science – High Needs Students	N/A



Next Generation Accountability Report: 2016-17

**New Milford School
District**

Hill And Plain School 0960511





Next Generation Accountability Report: 2016-17

Choose a District	Choose a School	School Category (1-5) (1 is highest)	State Support Designation (Cat. 4 and 5 schools only)	School of Distinction?
New Milford School District	Northville Elementary School_0960811	N/A		No
Choose a District, then Choose a School. To refresh the District List, clear the School name.		Grade Range: PK - 2		

No:	Indicator	Index/Rate ¹	Target	Points Earned	Max Points	% Points Earned	State Avg Index/Rate
1a.	ELA Performance Index – All Students		75	0.0	0		67.1
1b.	ELA Performance Index – High Needs Students		75	0.0	0		55.9
1c.	Math Performance Index – All Students		75	0.0	0		62.2
1d.	Math Performance Index – High Needs Students		75	0.0	0		50.5
1e.	Science Performance Index – All Students		75	0.0	0		55.3
1f.	Science Performance Index – High Needs Students		75	0.0	0		45.2
2a.	ELA Avg. Percentage of Growth Target Achieved – All Students		100	0.0	0		55.4%
2b.	ELA Avg. Percentage of Growth Target Achieved – High Needs Students		100	0.0	0		49.8%
2c.	Math Avg. Percentage of Growth Target Achieved – All Students		100	0.0	0		61.7%
2d.	Math Avg. Percentage of Growth Target Achieved – High Needs Students		100	0.0	0		53.7%
4a.	Chronic Absenteeism – All Students	4.3%	<=5%	50.0	50	100.0%	9.9%
4b.	Chronic Absenteeism – High Needs Students	7.6%	<=5%	44.9	50	89.7%	15.8%
5	Preparation for CCR – % taking courses		75%	0.0	0		70.7%
6	Preparation for CCR – % passing exams		75%	0.0	0		43.5%
7	On-track to High School Graduation		94%	0.0	0		87.8%
8	4-year Graduation All Students (2016 Cohort)		94%	0.0	0		87.4%
9	6-year Graduation - High Needs Students (2014 Cohort)		94%	0.0	0		82.0%
10	Postsecondary Entrance (Class of 2016)		75%	0.0	0		72.0%
11	Physical Fitness (estimated part rate) and (fitness rate)		75%	0.0	0		92.0% 51.6%
12	Arts Access		60%	0.0	0		50.5%
	Accountability Index			94.9	100	94.9%	

¹ Unrounded index/rates are used in calculations. Values rounded to 1 decimal are displayed.

Gap Indicators	Non-High Needs Rate	High Needs Rate	Size of Gap	State Gap Mean + 1 Stdev**	Is Gap an Outlier?
Achievement Gap Size Outlier?					N
ELA Performance Index Gap				0.0	
Math Performance Index Gap				0.0	
Science Performance Index Gap				0.0	
Six-Year Graduation Rate Gap (2014 Cohort)					N/A

*If the Non-High Needs Rate exceeds the ultimate target (75 for Performance Index and 94% for graduation rate), then the ultimate target is displayed and used for gap calculations. **If size of gap exceeds the state mean gap plus one standard deviation, then the gap is an outlier.

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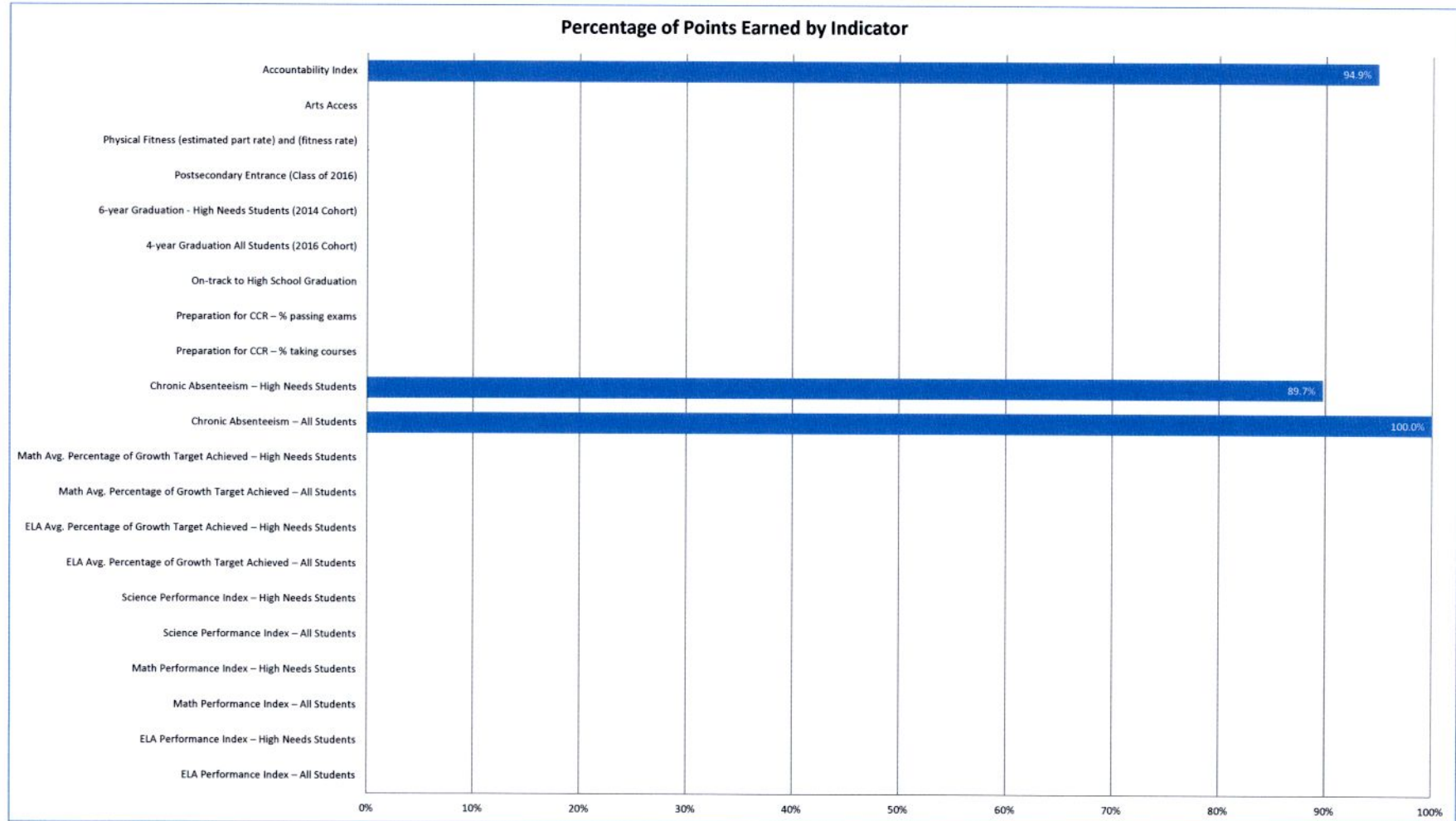
Participation Rate	Rate
ELA – All Students	N/A
ELA – High Needs Students	N/A
Math – All Students	N/A
Math – High Needs Students	N/A
Science – All Students	N/A
Science – High Needs Students	N/A



Next Generation Accountability Report: 2016-17

**New Milford School
District**

Northville Elementary School_0960811





Next Generation Accountability Report: 2016-17

Choose a District	Choose a School	School Category (1-5) (1 is highest)	State Support Designation (Cat. 4 and 5 schools only)	School of Distinction?
New Milford School District	Sarah Noble Intermediate School_0960911	2		No
Choose a District, then Choose a School. To refresh the District List, clear the School name.		Grade Range: 3 - 5		

No:	Indicator	Index/Rate ¹		Target	Points Earned	Max Points	% Points Earned	State Avg Index/Rate
1a.	ELA Performance Index – All Students	68.4		75	45.6	50	91.2%	67.1
1b.	ELA Performance Index – High Needs Students	60.2		75	40.1	50	80.2%	55.9
1c.	Math Performance Index – All Students	68.0		75	45.3	50	90.6%	62.2
1d.	Math Performance Index – High Needs Students	59.5		75	39.6	50	79.3%	50.5
1e.	Science Performance Index – All Students	56.9		75	38.0	50	75.9%	55.3
1f.	Science Performance Index – High Needs Students	51.7		75	34.5	50	68.9%	45.2
2a.	ELA Avg. Percentage of Growth Target Achieved – All Students	62.3%		100	62.3	100	62.3%	55.4%
2b.	ELA Avg. Percentage of Growth Target Achieved – High Needs Students	56.7%		100	56.7	100	56.7%	49.8%
2c.	Math Avg. Percentage of Growth Target Achieved – All Students	70.7%		100	70.7	100	70.7%	61.7%
2d.	Math Avg. Percentage of Growth Target Achieved – High Needs Students	62.9%		100	62.9	100	62.9%	53.7%
4a.	Chronic Absenteeism – All Students	4.5%		<=5%	50.0	50	100.0%	9.9%
4b.	Chronic Absenteeism – High Needs Students	8.2%		<=5%	43.5	50	87.1%	15.8%
5	Preparation for CCR – % taking courses			75%	0.0	0		70.7%
6	Preparation for CCR – % passing exams			75%	0.0	0		43.5%
7	On-track to High School Graduation			94%	0.0	0		87.8%
8	4-year Graduation All Students (2016 Cohort)			94%	0.0	0		87.4%
9	6-year Graduation - High Needs Students (2014 Cohort)			94%	0.0	0		82.0%
10	Postsecondary Entrance (Class of 2016)			75%	0.0	0		72.0%
11	Physical Fitness (estimated part rate) and (fitness rate)	93.3%	29.9%	75%	19.9	50	39.9%	92.0% 51.6%
12	Arts Access			60%	0.0	0		50.5%
	Accountability Index				609.2	850	71.7%	

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Gap Indicators	Non-High Needs Rate	High Needs Rate	Size of Gap	State Gap Mean + 1 Stdev**	Is Gap an Outlier?
Achievement Gap Size Outlier?					N
ELA Performance Index Gap	73.5	60.2	13.3	16.6	
Math Performance Index Gap	73.2	59.5	13.7	18.5	
Science Performance Index Gap	59.8	51.7	8.1	16.5	
Six-Year Graduation Rate Gap (2014 Cohort)					N/A

*If the Non-High Needs Rate exceeds the ultimate target (75 for Performance Index and 94% for graduation rate), then the ultimate target is displayed and used for gap calculations. **If size of gap exceeds the state mean gap plus one standard deviation, then the gap is an outlier.

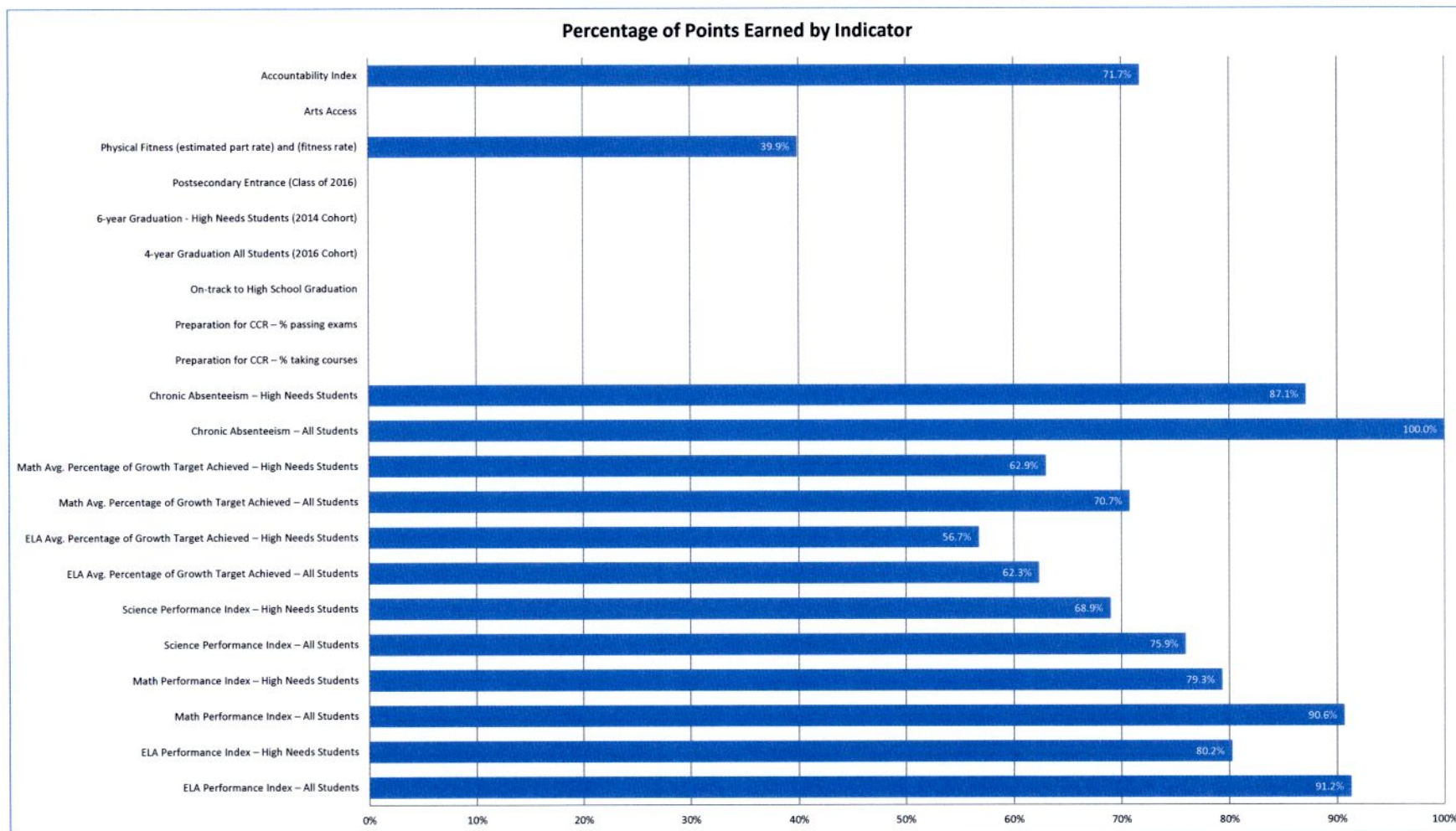
Participation Rate	Rate
ELA – All Students	97.9%
ELA – High Needs Students	97.8%
Math – All Students	97.8%
Math – High Needs Students	98.3%
Science – All Students	100.0%
Science – High Needs Students	100.0%



Next Generation Accountability Report: 2016-17

**New Milford School
District**

Sarah Noble Intermediate School 0960911





Next Generation Accountability Report: 2016-17

Choose a District	Choose a School	School Category (1-5) (1 is highest)	State Support Designation (Cat. 4 and 5 schools only)	School of Distinction?
New Milford School District	Schaghticoke Middle School_0965211	3		No
Choose a District, then Choose a School. To refresh the District List, clear the School name.		Grade Range: 6 - 8		

No:	Indicator	Index/Rate ¹	Target	Points Earned	Max Points	% Points Earned	State Avg Index/Rate
1a.	ELA Performance Index – All Students	66.5	75	44.4	50	88.7%	67.1
1b.	ELA Performance Index – High Needs Students	55.3	75	36.9	50	73.8%	55.9
1c.	Math Performance Index – All Students	61.4	75	41.0	50	81.9%	62.2
1d.	Math Performance Index – High Needs Students	48.9	75	32.6	50	65.2%	50.5
1e.	Science Performance Index – All Students	59.7	75	39.8	50	79.6%	55.3
1f.	Science Performance Index – High Needs Students	48.6	75	32.4	50	64.8%	45.2
2a.	ELA Avg. Percentage of Growth Target Achieved – All Students	47.9%	100	47.9	100	47.9%	55.4%
2b.	ELA Avg. Percentage of Growth Target Achieved – High Needs Students	43.5%	100	43.5	100	43.5%	49.8%
2c.	Math Avg. Percentage of Growth Target Achieved – All Students	50.9%	100	50.9	100	50.9%	61.7%
2d.	Math Avg. Percentage of Growth Target Achieved – High Needs Students	47.8%	100	47.8	100	47.8%	53.7%
4a.	Chronic Absenteeism – All Students	6.0%	<=5%	48.1	50	96.1%	9.9%
4b.	Chronic Absenteeism – High Needs Students	10.4%	<=5%	39.1	50	78.2%	15.8%
5	Preparation for CCR – % taking courses		75%	0.0	0		70.7%
6	Preparation for CCR – % passing exams		75%	0.0	0		43.5%
7	On-track to High School Graduation	98.2%	94%	50.0	50	100.0%	87.8%
8	4-year Graduation All Students (2016 Cohort)		94%	0.0	0		87.4%
9	6-year Graduation - High Needs Students (2014 Cohort)		94%	0.0	0		82.0%
10	Postsecondary Entrance (Class of 2016)		75%	0.0	0		72.0%
11	Physical Fitness (estimated part rate) and (fitness rate)	95.7% 43.8%	75%	29.2	50	58.4%	92.0% 51.6%
12	Arts Access		60%	0.0	0		50.5%
	Accountability Index			583.5	900	64.8%	

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Gap Indicators	Non-High Needs Rate	High Needs Rate	Size of Gap	State Gap Mean + 1 Stdev**	Is Gap an Outlier?
Achievement Gap Size Outlier?					Y
ELA Performance Index Gap	72.0	55.3	16.7	16.6	
Math Performance Index Gap	67.5	48.9	18.7	18.5	
Science Performance Index Gap	64.7	48.6	16.1	16.5	
Six-Year Graduation Rate Gap (2014 Cohort)					N/A

*If the Non-High Needs Rate exceeds the ultimate target (75 for Performance Index and 94% for graduation rate), then the ultimate target is displayed and used for gap calculations. **If size of gap exceeds the state mean gap plus one standard deviation, then the gap is an outlier.

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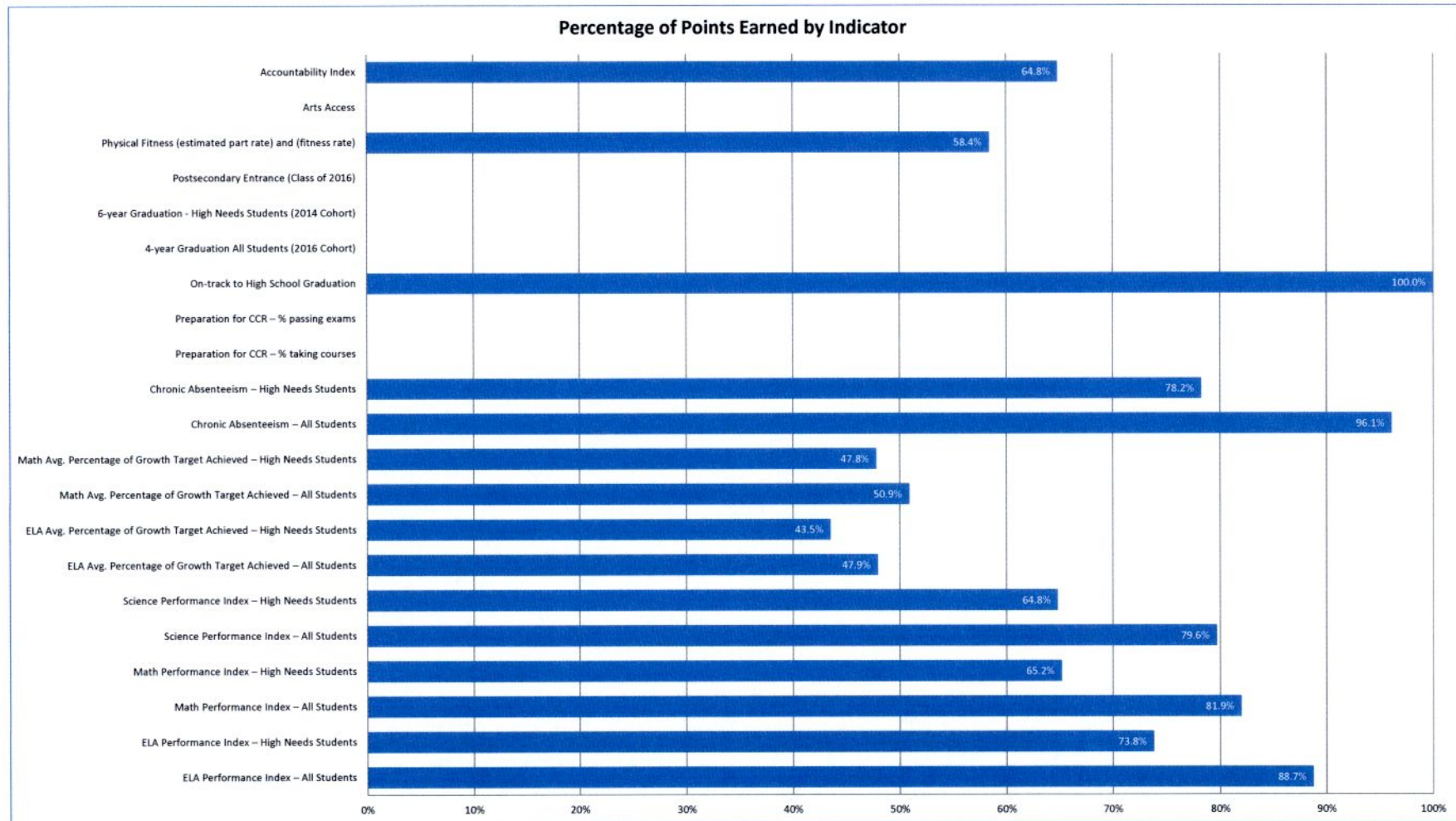
Participation Rate	Rate
ELA – All Students	96.2%
ELA – High Needs Students	95.9%
Math – All Students	93.6%
Math – High Needs Students	92.7%
Science – All Students	100.0%
Science – High Needs Students	100.0%



Next Generation Accountability Report: 2016-17

**New Milford School
District**

Schaghticoke Middle School 0965211





Next Generation Accountability Report: 2016-17

Choose a District	Choose a School	School Category (1-5) (1 is highest)	State Support Designation (Cat. 4 and 5 schools only)	School of Distinction?
New Milford School District	New Milford High School_0966111	3		No
Choose a District, then Choose a School. To refresh the District List, clear the School name.		Grade Range: 9 - 12		

No:	Indicator	Index/Rate ¹	Target	Points Earned	Max Points	% Points Earned	State Avg Index/Rate	
1a.	ELA Performance Index – All Students	65.0	75	86.6	100	86.6%	67.1	
1b.	ELA Performance Index – High Needs Students	54.5	75	72.6	100	72.6%	55.9	
1c.	Math Performance Index – All Students	61.2	75	81.6	100	81.6%	62.2	
1d.	Math Performance Index – High Needs Students	51.4	75	68.5	100	68.5%	50.5	
1e.	Science Performance Index – All Students	57.9	75	77.2	100	77.2%	55.3	
1f.	Science Performance Index – High Needs Students	47.2	75	62.9	100	62.9%	45.2	
2a.	ELA Avg. Percentage of Growth Target Achieved – All Students		100	0.0	0		55.4%	
2b.	ELA Avg. Percentage of Growth Target Achieved – High Needs Students		100	0.0	0		49.8%	
2c.	Math Avg. Percentage of Growth Target Achieved – All Students		100	0.0	0		61.7%	
2d.	Math Avg. Percentage of Growth Target Achieved – High Needs Students		100	0.0	0		53.7%	
4a.	Chronic Absenteeism – All Students	9.8%	<=5%	40.4	50	80.8%	9.9%	
4b.	Chronic Absenteeism – High Needs Students	19.9%	<=5%	20.1	50	40.2%	15.8%	
5	Preparation for CCR – % taking courses	70.2%	75%	46.8	50	93.6%	70.7%	
6	Preparation for CCR – % passing exams	54.8%	75%	36.5	50	73.0%	43.5%	
7	On-track to High School Graduation	96.7%	94%	50.0	50	100.0%	87.8%	
8	4-year Graduation All Students (2016 Cohort)	93.4%	94%	99.4	100	99.4%	87.4%	
9	6-year Graduation - High Needs Students (2014 Cohort)	82.3%	94%	87.5	100	87.5%	82.0%	
10	Postsecondary Entrance (Class of 2016)	79.0%	75%	100.0	100	100.0%	72.0%	
11	Physical Fitness (estimated part rate) and (fitness rate)	79.3%	57.0%	75%	19.0	50	38.0%	92.0%
12	Arts Access	42.3%	60%	35.2	50	70.5%	50.5%	
Accountability Index				984.4	1250	78.7%		

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Gap Indicators	Non-High Needs Rate	High Needs Rate	Size of Gap	State Gap Mean + 1 Stdev**	Is Gap an Outlier?
Achievement Gap Size Outlier?					N
ELA Performance Index Gap	68.0	54.5	13.5	16.6	
Math Performance Index Gap	64.0	51.4	12.7	18.5	
Science Performance Index Gap	62.5	47.2	15.3	16.5	
Six-Year Graduation Rate Gap (2014 Cohort)	94.0%	82.3%	11.7%	9.3%	Y

*If the Non-High Needs Rate exceeds the ultimate target (75 for Performance Index and 94% for graduation rate), then the ultimate target is displayed and used for gap calculations. **If size of gap exceeds the state mean gap plus one standard deviation, then the gap is an outlier.

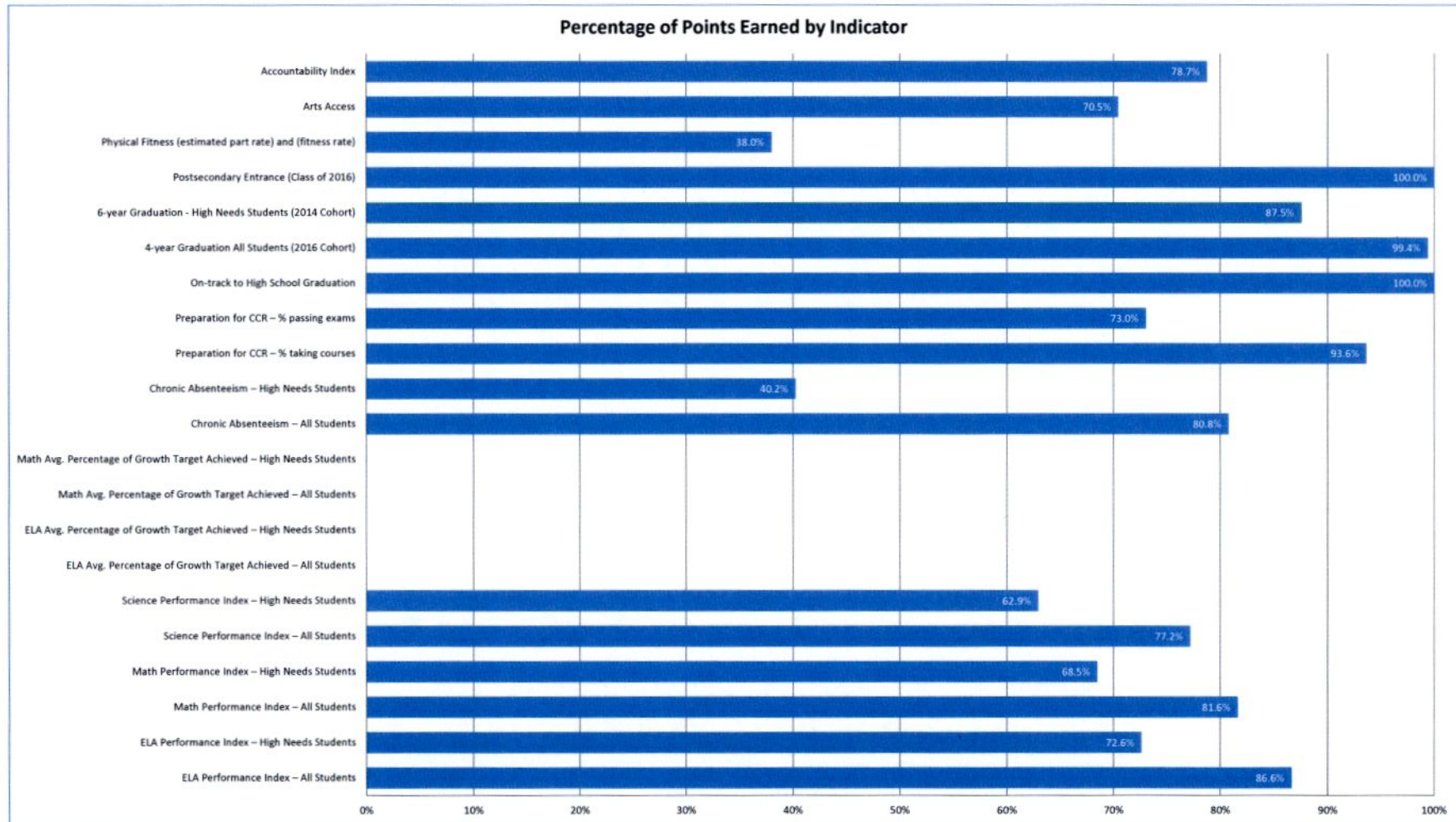
Participation Rate	Rate
ELA – All Students	95.5%
ELA – High Needs Students	89.2%
Math – All Students	95.5%
Math – High Needs Students	89.2%
Science – All Students	98.8%
Science – High Needs Students	96.3%



Next Generation Accountability Report: 2016-17

**New Milford School
District**

New Milford High School 0966111



NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut
February 27, 2018

***As of February 27, 2018

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

1. **Mr. Michael Brennan**, Technology Education Teacher, New Milford High School

Move that the Board of Education approve the resignation, due to retirement, of **Mr. Michael Brennan** as Technology Education Teacher at New Milford High School effective January 31, 2018.

Retirement

2. **Ms. Erin Fagan**, Special Education Teacher, Hill and Plain School

Move that the Board of Education approve the resignation of **Ms. Erin Fagan** as Special Education Teacher at Hill and Plain School effective February 23, 2018.

Took position elsewhere

3. **Mr. Jonathan Fermo**, Math Teacher, New Milford High School

Move that the Board of Education approve the resignation of **Mr. Jonathan Fermo** as Math Teacher at New Milford High School effective June 30, 2018.

Personal Reasons

4. **Mrs. Erica Keane**, Health Teacher, New Milford High School

Move that the Board of Education approve the resignation of **Mrs. Erica Keane** as Health Teacher at New Milford High School effective February 22, 2018.

Took position elsewhere

5. **Mrs. Jennifer Sheaffer**, EXCEL Special Education Teacher, Northville Elementary School

Move that the Board of Education approve the resignation, due to retirement, of **Mrs. Jennifer Sheaffer** as EXCEL Special Education Teacher at Northville Elementary School effective June 30, 2018.

Retirement

2. CERTIFIED STAFF

b. NON-RENEWALS

1. None

3. **CERTIFIED STAFF**

c. **APPOINTMENTS**

1. **Mrs. Laura Ayres**, School Psychologist, Hill & Plain School and New Milford High School
Move that the Board of Education appoint **Mrs. Laura Ayres** as School Psychologist at Hill & Plain School and New Milford High School effective February 28, 2018.
2017-2018 Salary - \$52,147 (step 1F) pro-rated to start date.

Education History:
BS: SUNY, Plattsburgh
Major: Psychology
MA: Marist College
Major: School Psychology

Work Experience:
Long term substitute Region #14

Replacing: J. Cardiello

2. **Mr. Alan Lounsbury**, Computer Based Instruction Teacher (.60), New Milford High School
Move that the Board of Education appoint **Mr. Alan Lounsbury** as Computer Based Instruction Teacher (.60) at New Milford High School effective February 28, 2018.
2017-2018 Salary - \$52,147 (step 1F) pro-rated to start date and .60 FTE.

Education History:
BA: WCSU
Major: Biology
MA: Assemblies of God Theological Seminary
Major: Theological Studies

Work Experience:
7 yrs. Faith Academy
Long term substitute NMPS

Replacing: K. Mars

3. ****Mrs. Candice Ruggiero**, Special Education Teacher, Hill and Plain School
Move that the Board of Education appoint **Mrs. Candice Ruggiero** as Special Education Teacher at Hill and Plain School effective on or about March 29, 2018.
2017-2018 Salary - \$75,484 (step 11J) pro-rated to start date.

Education History:
BA: De La Salle University
Major: Behavioral Science
MS: Mercy College
Major: Early Childhood Education
MS: Manhattanville College
Major: Educational Leadership

Work Experience:
4 yrs. Stamford Public Schools
2 yrs. New York City Public Schools
5 yrs. Katonah-Lewisboro Public Schools
Replacing: E. Fagan

4. *****Mrs. Elizabeth Schlicher**, Health Teacher, New Milford High School
Move that the Board of Education appoint **Mrs. Elizabeth Schlicher** as Health Teacher at New Milford High School effective on or about March 19, 2018.
2017-2018 Salary - \$53,146 (step 1I) pro-rated to start date.

Education History:
BA: University of New England
Major: Psychology
MS: SCSU
Major: School Health

Work Experience:
2 yrs. St. Mary Magdalen School

Replacing: E. Keane

4. **MISCELLANEOUS STAFF**

a. **RESIGNATIONS**

1. **None**

5. **MISCELLANEOUS STAFF**

b. **APPOINTMENTS**

1. **None**

6. NON-CERTIFIED STAFF

a. RESIGNATIONS

1. ****Mrs. Lynn Singleton**, Paraeducator, Schaghticoke Middle School

Move that the Board of Education approve the resignation, due to retirement, of **Mrs. Lynn Singleton** as Paraeducator at Schaghticoke Middle School effective June 30, 2018.

Retirement

7. NON-CERTIFIED AND LICENSED STAFF

b. APPOINTMENTS

1. ****Ms. Ashley Kivela**, Tutor, Schaghticoke Middle School
Move that the Board of Education appoint **Ms. Ashley Kivela** as Tutor at Schaghticoke Middle School effective February 28, 2018.

\$14.00 per hour

2. ****Ms. Maria Lopes**, Paraeducator, New Milford High School
Move that the Board of Education appoint **Ms. Maria Lopes** as Paraeducator at New Milford High School effective February 28, 2018.

\$13.80 per hour - Hire Rate
\$15.25 per hour – Job Rate
(after completion of probationary period)

Replacing: L. Mercier

3. **Mrs. Carolyn Parker**, Paraeducator, Hill and Plain School
Move that the Board of Education appoint **Mrs. Carolyn Parker** as Paraeducator at Hill and Plain School effective February 28, 2018.

\$13.80 per hour - Hire Rate
\$15.25 per hour – Job Rate
(after completion of probationary period)

Replacing: A. Buttinelli

4. **Mr. Steven Wright Jr.**, Paraeducator, New Milford High School
Move that the Board of Education appoint **Mr. Steven Wright Jr.** as Paraeducator at New Milford High School effective February 28, 2018.

\$13.80 per hour - Hire Rate
\$15.25 per hour – Job Rate
(after completion of probationary period)

Replacing: E. Goldey

8. ADULT EDUCATION STAFF

a. RESIGNATIONS

1. None

9. ADULT EDUCATION STAFF

b. APPOINTMENTS

1. None

10. BAND STAFF

a. RESIGNATIONS

1. None

11. BAND STAFF

b. APPOINTMENTS

1. None

12. COACHING STAFF

a. RESIGNATIONS

1. ****Mr. Larry Badaracco**, Head Boys' Tennis Coach, New Milford High School
Move that the Board of Education approve the resignation of **Mr. Larry Badaracco** as Head Boys' Tennis Coach at New Milford High School effective February 9, 2018. Personal Reasons
2. **Mr. Rob Hibbard**, Boys' Intramural Baseball Coach, Schaghticoke Middle School
Move that the Board of Education approve the resignation of **Mr. Rob Hibbard** as Boys' Intramural Baseball Coach at Schaghticoke Middle School effective January 9, 2018. Personal Reasons
3. ****Ms. Kelly Santoianni**, Girls' JV Lacrosse Coach, New Milford High School
Move that the Board of Education approve the resignation of **Ms. Kelly Santoianni** as Girls' JV Lacrosse Coach at New Milford High School effective February 1, 2018. Personal Reasons
4. **** Ms. Kelly Santoianni**, Girls' Freshman Lacrosse Coach, New Milford High School
Move that the Board of Education approve the resignation of **Ms. Kelly Santoianni** as Girls' Freshman Lacrosse Coach at New Milford High School effective February 15, 2018. Personal Reasons

13. COACHING STAFF

b. APPOINTMENTS

1. ****Mr. Jason Arnauckas**, Girls' Varsity Tennis Coach, New Milford High School
Move that the Board of Education appoint **Mr. Jason Arnauckas** as Girls' Varsity Tennis Coach at New Milford High School effective March 17, 2018. 2017-18 Stipend: \$3,090
2. ****Mr. Chris Bacich**, Boys' Assistant Track and Field Coach, New Milford High School
Move that the Board of Education appoint **Mr. Chris Bacich** as Boys' Assistant Track and Field Coach at New Milford High School effective March 17, 2018. 2017-18 Stipend: \$3,104

- | | |
|--|---------------------------------|
| <p>3. **Mr. Lawrence Badaracco, Boys' and Girls' Assistant Track and Field Coach, New Milford High School
 <u>Move</u> that the Board of Education appoint Mr. Lawrence Badaracco as Boys' and Girls' Assistant Track and Field Coach at New Milford High School effective March 17, 2018.</p> | <p>2017-18 Stipend: \$1,849</p> |
| <p>4. **Mr. Frank Bonacci, Girls' Varsity Softball Coach, New Milford High School
 <u>Move</u> that the Board of Education appoint Mr. Frank Bonacci as Girls' Varsity Softball Coach at New Milford High School effective March 17, 2018.</p> | <p>2017-18 Stipend: \$4,836</p> |
| <p>5. **Mr. Evan Cassells, Boys' Varsity Lacrosse Coach, New Milford High School
 <u>Move</u> that the Board of Education appoint Mr. Evan Cassells as Boys' Varsity Lacrosse Coach at New Milford High School effective March 17, 2018.</p> | <p>2017-18 Stipend: \$4,742</p> |
| <p>6. **Mr. Thomas Ferrell, Girls' Assistant Track and Field Coach, New Milford High School
 <u>Move</u> that the Board of Education appoint Mr. Thomas Ferrell as Girls' Assistant Track and Field Coach at New Milford High School effective March 18, 2018.</p> | <p>2017-18 Stipend: \$3,104</p> |
| <p>7. **Mr. Peter Gawlak, Girls' Outdoor Track and Field Coach, New Milford High School
 <u>Move</u> that the Board of Education appoint Mr. Peter Gawlak as Girls' Outdoor Track and Field Coach at New Milford High School effective March 17, 2018.</p> | <p>2017-18 Stipend: \$4,777</p> |
| <p>8. **Ms. Victoria Giudice, Girls' and Boys' Unified Track and Field Coach, New Milford High School
 <u>Move</u> that the Board of Education appoint Ms. Victoria Giudice as Girls' and Boys' Unified Track and Field Coach at New Milford High School effective April 2, 2018.</p> | <p>2017-18 Stipend: \$971</p> |
| <p>9. **Mr. Mark Grant, Boys' JV Baseball Coach, New Milford High School
 <u>Move</u> that the Board of Education appoint Mr. Mark Grant as Boys' JV Baseball Coach at New Milford High School effective March 12, 2018.</p> | <p>2017-18 Stipend: \$3,145</p> |

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| <p>10. **Mr. Aaron Johnson, Volunteer Boys' Baseball Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Aaron Johnson as Volunteer Boys' Baseball Coach at New Milford High School effective March 12, 2018.</p> | Volunteer |
| <p>11. **Mr. Ryan Johnson, Boys' Varsity Baseball Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Ryan Johnson as Boys' Varsity Baseball Coach at New Milford High School effective March 12, 2018.</p> | 2017-18 Stipend: \$4,837 |
| <p>12. **Mr. Greg LaCava, Girls' Varsity Lacrosse Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Greg LaCava as Girls' Varsity Lacrosse Coach at New Milford High School effective March 17, 2018.</p> | 2017-18 Stipend: \$4,742 |
| <p>13. ** Mr. Charles Lynch, Boys' Varsity Football Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Charles Lynch as Boys' Varsity Football Coach at New Milford High School effective August 17, 2018.</p> | 2018-19 Stipend: \$6,099 |
| <p>14. **Mr. Sean Mahon, Volunteer Boys' Lacrosse Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Sean Mahon as Volunteer Boys' Lacrosse Coach at New Milford High School effective March 17, 2018.</p> | Volunteer |
| <p>15. **Mr. Gary Millar, Girls' JV Softball Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Gary Millar as Girls' JV Softball Coach at New Milford High School effective March 17, 2018.</p> | 2017-18 Stipend: \$3,145 |
| <p>16. **Mr. James Mullin, Boys' Varsity Golf Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. James Mullin as Boys' Varsity Golf Coach at New Milford High School effective March 17, 2018.</p> | 2017-18 Stipend: \$3,074 |

<p>17. **Mr. Sean Murray, Boys' Freshman Lacrosse Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Sean Murray as Boys' Freshman Lacrosse Coach at New Milford High School effective March 17, 2018.</p>	2017-18 Stipend: \$2,420
<p>18. **Mr. Mike Nahom, Volunteer Girls' Track and Field Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Mike Nahom as Volunteer Girls' Track and Field Coach at New Milford High School effective March 17, 2018.</p>	Volunteer
<p>19. **Mr. Chris O'Loughlin, Boys' Freshman Baseball Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Chris O'Loughlin as Boys' Freshman Baseball Coach at New Milford High School effective March 12, 2018.</p>	2017-18 Stipend: \$2,420
<p>20. **Mr. Craig Reardon, Volunteer Girls' Softball Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Craig Reardon as Volunteer Girls' Softball Coach at New Milford High School effective March 17, 2018.</p>	Volunteer
<p>21. **Mr. Ryan Rebstock, Boys' Varsity Track and Field Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Ryan Rebstock as Boys' Varsity Track and Field Coach at New Milford High School effective March 17, 2018.</p>	2017-18 Stipend: \$4,777
<p>22. **Mr. David Warren, Boys' JV Lacrosse Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. David Warren as Boys' JV Lacrosse Coach at New Milford High School effective March 17, 2018.</p>	2017-18 Stipend: \$3,083
<p>14. LEAVES OF ABSENCE</p>	
<p>1. **Ms. Lauren Germann, Paraeducator, Hill and Plain School <u>Move</u> that the Board of Education approve an unpaid leave of absence for Ms. Lauren Germann for two days per week beginning March 5, 2018 through April 27, 2018.</p>	unpaid leave of absence

**THE FOLLOWING ITEMS CAN BE FOUND ON THE
OPERATIONS WEB PAGE UNDER FEBRUARY 13, 2018**

10. DISCUSSION AND POSSIBLE ACTION

- B. Monthly Reports
 - 1. Budget Position
 - 2. Purchase Resolution: D-707
 - 3. Request for Budget Transfers
- C. Gifts and Donations
 - 1. PTO – Exhibit B
 - 2. Lowe’s Toolbox for Education Program

**THE FOLLOWING ITEMS CAN BE PREVIEWED IN
THE OFFICE OF THE ASSISTANT SUPERINTENDENT**

10. DISCUSSION AND POSSIBLE ACTION

- F. Approval of the Following Curricula
 - 1. Physical Education – K-12

11. ITEMS FOR INFORMATION AND DISCUSSION

**THE FOLLOWING ITEM CAN BE FOUND ON THE
OPERATIONS WEBPAGE UNDER FEBRUARY 13, 2018**

- B. Important Dates New Milford Public Schools 2018-2019

Community Relations

Distribution of Materials to and by Students (Use of Students)

The purpose of permitting the distribution of materials to and by students is to provide a convenient and inexpensive method to notify students and parents of extra-curricular activities of a general interest to students in the school district. At the same time this courtesy to the school community has the potential to interfere with the efficient operation of the school district and distract from instructional activities. The Board of Education reserves the right to refuse distribution of any material to the students of the district by individuals or groups not affiliated with the New Milford Public Schools. The Superintendent of Schools (or designee) shall impose reasonable time, place, and manner restrictions on the distribution of materials to prevent disruption and preserve the educational focus of the schools.

Distribution of Materials at Central Locations in the Schools

Members of the school and local community may request approval to distribute non-curricular materials during non-instructional time at central locations in the schools. Such materials must be pre-approved by the Superintendent of Schools (**or designee**) and shall comply with the following standards:

1. The materials must relate to youth-oriented activities or events during the school year (e.g., sports, recreational, social or civic activities) of the public schools, parent teacher organizations, town, or other local, non-profit organizations.
2. The materials must explicitly identify the organization(s) distributing the materials and all sources of information contained in the publication.
3. The materials are not in violation of the law or any Board policy and do not encourage violation of the law or any Board policy.

The Superintendent of Schools shall ensure that students are made aware that the materials that are approved for distribution are not necessarily endorsed or sponsored by the school district.

Distribution of Materials Directly to Students

Any distribution of materials to students directly (e.g., flyers given to students in the classroom to be brought home to parents/guardians) shall be limited to those materials that relate to youth-oriented activities or events sponsored by the public schools, parent teacher organizations, the Town of New Milford or the State of Connecticut. Such materials must be pre-approved by the Superintendent of Schools (**or designee**) and comport with Board policy and applicable law.

All requests from **non-school connected** groups or individuals to have students distribute materials to people in the community, ~~with the exception of requests from school-connected organizations like parent teacher organizations or Board appointed citizens' ad hoc advisory committees,~~ will be referred to the office of the Superintendent to determine whether the requests comply with overall school purposes and policy.

Community Relations

Distribution of Materials to and by Students (Use of Students)

Requests for student distribution of materials relating to events within an individual school shall be subject to review and approval by the school administrator and/or the Superintendent of Schools.

Use of Students

The Board prohibits the use of students during normal school hours in activities which are not part of the normal educational and planned curriculum process. Permission for use of students in activities of a non-educational nature must be obtained from the Superintendent (or designee) who will ensure that the student's rights in terms of voluntary activities are maintained and that students are not exploited either knowingly or unknowingly.

The Superintendent (or designee) shall interpret this policy strictly; the decisions of the Superintendent will be final.

Budget/Referendum Materials

After the date is set for the budget referendum, information concerning a pending referendum, specifying only the time, date, location, and question or proposal to be voted upon may be disseminated through the students. This information may not contain any other information or statements, or be written in a manner which may advocate a position on the referendum question.

Legal Reference:

Connecticut General Statutes

9-369b Explanatory text relating to local questions.

Policy adopted: May 7, 2001
 Policy revised: June 9, 2009
 Policy revised: February 12, 2013
 Policy revised: November 12, 2013

NEW MILFORD PUBLIC SCHOOLS
 New Milford, Connecticut

4112.5(a)

4212.5(a)

Personnel – Certified/Non-Certified

Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers

I. Definitions

1. "Sexual misconduct" means any verbal, nonverbal, written or electronic communication, or any other act directed toward or with a student that is designed to establish a sexual relationship with the student, including a sexual invitation, dating or soliciting a date, engaging in sexual dialog, making sexually suggestive comments, self-disclosure or physical exposure of a sexual or erotic nature and any other sexual, indecent or erotic contact with a student.
2. "Abuse of a child or youth" means (a) inflicting physical injury or non-accidental injuries; (b) inflicting injuries that do not match the story associated with their origin; or (c) maltreatment, including malnutrition, sexual molestation or exploitation, deprivation of necessities, emotional maltreatment, or cruel punishment.
3. "Neglect of a child or youth" means (a) abandonment; (b) denial of proper care and attention physically, educationally, emotionally, or morally; or (c) allowing the child to live under conditions, circumstances, or associations injurious to the child's well-being.
4. "Abuse and neglect" also means sexual assault as defined in the Connecticut General Statutes (Conn. Gen. Stat. §§ 53a-70, 53a-70a, 53a-71, 53a-72a, 53a-72b or 53a-73a).
5. "Former employer" means any person, firm, business, educational institution, nonprofit agency, corporation, limited liability company, the state, any political subdivision of the state, any governmental agency, or any other entity that such applicant was employed by during any of the previous twenty years prior to applying for a position with the Board of Education.

Personnel – Certified/Non-Certified

Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers

I. Background Checks

The New Milford Public School System requires all applicants for employment to: 1. state whether they have ever been convicted of a crime or whether criminal charges are pending against them; 2. submit to a records check of the Department of Children and Families (“DCF”) child abuse and neglect registry before hire and; 3. submit to satisfactory state and national criminal history records checks within thirty days from the date of initial employment. Additionally, applicants for positions involving direct student contact must provide the Board with information, authorizations and releases allowing the Board to investigate an applicant’s abuse, neglect or sexual misconduct history prior to hire.

A. Criminal History Checks

When stating whether they have ever been convicted of a crime or whether criminal charges are pending against them, applicants must disclose convictions and charges inside or outside the State of Connecticut. Applicants must specify the relevant jurisdiction, approximate date, location and nature of each conviction or charge.

Applicants must also state if they are enrolled in a program of deferred adjudication (e.g., accelerated rehabilitation, pre-trial drug or alcohol education pursuant to C.G.S. §54-56g), and, if so, identify the jurisdiction in which such program is pending and provide an explanation of the nature of such program.

Applicants are not required to disclose the existence of criminal charges or convictions if the records have been erased and the school system will not automatically refuse employment to an applicant because such applicant had a prior arrest, criminal charge or conviction, the records of which were erased. Specifically, applicants will not be required to disclose the existence of any arrests, criminal charges or convictions that have been erased pursuant to Connecticut General Statutes §§ 46b-146, 54-76o, or 54-142a which includes erasure of (a) a finding of delinquency or that a child was a member of a family with service needs, (b) an adjudication as a youthful offender, (c) a criminal charge that has been dismissed or nulled, (d) a criminal charge for which the applicant had been found not guilty, and (e) a conviction for which the applicant received an absolute pardon.

Personnel – Certified/Non-Certified

Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers

All applicants are required to submit to satisfactory state and national criminal history records checks within thirty days from their date of employment. This requirement applies to workers who are placed within a school under a public assistance employment program, who are employed by a provider of supplemental service pursuant to the No Child Left Behind Act or who are in a nonpaid, noncertified position completing preparation requirements for the issuance of an educator certificate where such workers perform services involving direct student contact. Such checks will include fingerprinting or any other method of positive identification required by the State Police Bureau of Identification and the Federal Bureau of Investigation and will be at the expense of the employee. Fingerprinting and submission to state and national records checks do not apply to students employed by the school district where the student attends school. Security check and fingerprinting activities shall be performed by Board personnel in accordance with applicable administrative regulations. Additionally, criminal justice information accessed or maintained by the New Milford Public Schools shall be maintained in accordance with applicable administrative regulations.

A copy of any notice of a conviction of a crime by a person holding a certificate, authorization or permit issued by the State Department of Education or a person employed by a provider of supplemental services shall be sent to the State Board of Education.

Criminal history records checks notifying the school system of a conviction previously not disclosed by the employee or a conviction that is related to the employee's fitness for the job are grounds for termination of employment. When a certified employee's contract of employment is terminated for such reason, the termination will be conducted in accordance with the statutory provisions governing certified-employee terminations found in section 10-151 of the Connecticut General Statutes. When a non-certified employee is dismissed for such reason, the employee will be notified of the reason for dismissal.

B. Abuse, Neglect or Sexual Misconduct Inquiries

In addition to criminal background investigations, the school system performs employment reference checks before hiring applicants. Prior to offering employment to any applicant the Board shall make a documented good faith effort to contact each current and any former employer of the applicant that was a local or regional board of education, governing council of a state or local charter school or interdistrict magnet school operator or if such employment otherwise caused the applicant to have contact with children. The Board shall not offer

Personnel – Certified/Non-Certified

Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers

employment to an applicant for a position, including any position which is contracted for, if such applicant would have direct student contact without first performing the activities described in this section.

1. List of Prior School Employers: At the outset of the application process the Board shall require applicants for positions having direct student contact to provide the Board with a list of the name, address and telephone number of each current or former employer, if such current or former employer was a local or regional board of education, governing council of a state or local charter school or interdistrict magnet school operator or if such employment otherwise caused the applicant to have contact with children.
2. Contact Authorization: In addition to providing the Board with a list of current and prior school employers, applicants for positions having direct student contact must also provide the Board with written authorization that consents to and authorizes the disclosure of certain information by the employers identified in the list of school employers described above. Such authorization must authorize the identified employers to provide the Board with the following information:
 - a. The dates of employment of the applicant;
 - b. A statement as to whether the employer has knowledge that the applicant:
 - (i) was the subject of an allegation of abuse or neglect or sexual misconduct for which there is an investigation pending with any employer, state agency or municipal police department or which has been substantiated;

Personnel – Certified/Non-Certified

Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers

(ii) was disciplined or asked to resign from employment or resigned from or otherwise separated from any employment while an allegation of abuse or neglect or sexual misconduct was pending or under investigation, or due to a substantiation of abuse or neglect or sexual misconduct; or

(iii) has ever had a professional or occupational license, certificate, authorization or permit suspended or revoked or has ever surrendered such a license, certificate, authorization or permit while an allegation of abuse or neglect or sexual misconduct was pending or under investigation, or due to a substantiation of abuse or neglect or sexual misconduct.

3. State Department of Education Authorization: Additionally, applicants for positions having direct student contact must provide the Board with written authorization that consents to and authorizes disclosure by the State Department of Education (“SDE”) of information and related records concerning:

- a. The applicant’s eligibility status for employment for a position requiring a certificate, authorization or permit issued by the State Board of Education;
- b. Whether the SDE has knowledge that a finding of abuse or neglect or of sexual molestation has been substantiated by DCF against the applicant and any information concerning such a finding; and
- c. Whether the SDE has received notification that the applicant has been convicted of a crime or of criminal charges pending against the applicant and any information concerning such charges.

Personnel – Certified/Non-Certified

Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers

4. Release: Applicants for positions having direct student contact must further provide the Board with written authorization that releases the employers identified in the applicant's current and former employer list as described above and the SDE from liability that may arise from such disclosure or release of records pursuant to the preceding paragraphs.
5. Written Statement Concerning Abuse or Neglect or Sexual Misconduct: Finally applicants for positions having direct student contact must provide the Board with a written statement of whether he or she:
 - a. Has been the subject of an abuse or neglect or sexual misconduct investigation by any employer, state agency or municipal police department, unless the investigation resulted in a finding that all allegations were unsubstantiated;
 - b. Has ever been disciplined or asked to resign from employment or resigned from or otherwise separated from any employment while an allegation of abuse or neglect was pending or under investigation by DCF, or an allegation of sexual misconduct was pending or under investigation or due to an allegation substantiated pursuant to Section 17a-101g of the Connecticut General Statutes of abuse or neglect, or of sexual misconduct or a conviction for abuse or neglect or sexual misconduct; or
 - c. Has ever had a professional or occupational license or certificate suspended or revoked or has ever surrendered such a license or certificate while an allegation of abuse or neglect was pending or under investigation by the SDE or an investigation of sexual misconduct was pending or under investigation, or due to an allegation substantiated by the SDE of abuse or neglect or of sexual misconduct or a conviction for abuse or neglect or sexual misconduct.

Personnel – Certified/Non-Certified

Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers

6. Prior Employer Contact: Board personnel shall conduct a review of the employment history of the applicant by making a good faith effort to contact those employers listed by the applicant as required above. Such review shall be conducted using a form developed by the SDE. Such review may be conducted by Board personnel either telephonically or through written communication. A good faith effort requires that Board personnel make at least three telephonic requests of listed prior employers on three separate days.
7. State Department of Education Contact: Board personnel shall request that the SDE provide the Board with information concerning:
 - a. The eligibility status for employment of any applicant for a position requiring a certificate, authorization or permit issued by the State Board of Education;
 - b. Whether the SDE has knowledge that a finding has been substantiated by DCF of abuse or neglect or of sexual misconduct against the applicant and any information concerning such a finding; and
 - c. Whether the SDE has received notification that the applicant has been convicted of a crime or of criminal charges pending against the applicant and any information concerning such charges.

The Board shall not offer employment to any applicant who had any previous employment contract terminated by a local or regional board of education, governing council of a state or local charter school or interdistrict magnet school operator or who resigned from such employment if such person has been convicted of a violation of Connecticut General Statutes section 17a-101a, when an allegation of abuse or neglect or sexual assault has been substantiated.

II. State Department of Education Notification

Should the Board receive information that an applicant for a position with the Board or an employee of the Board has been disciplined for a finding of abuse or neglect or sexual misconduct it shall notify the SDE of such information.

Personnel – Certified/Non-Certified

Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers

III. Temporary Employment Pending Background Check Inquiry

- A. The Board may employ or contract with an applicant on a temporary basis for a period not to exceed ninety days, pending the Board's review of requested information as described above, provided that prior to the commencement of employment:
 - 1. The applicant has provided the Board with all requested information, authorizations and releases;
 - 2. The Board has no knowledge of information pertaining to the applicant that would disqualify the applicant from employment with the Board; and
 - 3. The applicant affirms that the applicant is not disqualified from employment with the Board.

IV. Board Responses to Background Check Inquiries

- A. Background Check Inquiries From Local and Regional Boards of Education, Charter and Magnet Schools

The Board authorizes and directs its human resources personnel to provide the following information concerning a current or former Board employee to representatives of a local or regional board of education, governing council of a state or local charter school or interdistrict magnet school operator if such information is requested pursuant to a pre-employment background check inquiry:

- 1. Dates of employment;
- 2. Positions held with the Board;
- 3. Salary or rate of pay;

Personnel – Certified/Non-Certified

Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers

4. A statement as to whether the Board has knowledge that the current or former employee:
 - (a) has been the subject of an allegation of abuse or neglect or sexual misconduct for which there is an investigation pending with any employer, state agency or municipal police department or which has been substantiated;
 - (b) has been disciplined or asked to resign from employment or resigned from or otherwise separated from any employment while an allegation of abuse or neglect or sexual misconduct was pending or under investigation, or due to a substantiation of abuse or neglect or sexual misconduct;
 - (c) has ever had a professional or occupational license, certificate, authorization or permit suspended or revoked or has ever surrendered such a license, certificate, authorization or permit while an allegation of abuse or neglect or sexual misconduct was pending or under investigation, or due to a substantiation of abuse or neglect or sexual misconduct;
5. Any other information that the Board has concerning a finding of abuse or neglect or sexual misconduct by a subject of any such inquiry.

B. Background Check Inquiries From Contractors

The Board authorizes and directs its human resources personnel to provide any information the Board has concerning whether there was a finding of abuse or neglect or sexual misconduct against a current or former Board employee to representatives of a contractor that places applicants in positions involving direct student contact if such information is requested pursuant to a pre-employment background check inquiry conducted by the contractor.

Personnel – Certified/Non-Certified

Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers

V. Substitute Teachers

A. Criminal History Checks

Substitute teachers may satisfy the requirement for state and national criminal history investigations by submitting to the Board the results of state and national criminal history records checks completed within the year prior to employment with the Board. The Board considers substitute teachers to be continuously employed for purposes of criminal history records check requirements as long as the Board employs him or her at least one day of each school year. Notwithstanding their continuous employment, all substitute teachers must submit to state and national criminal history record checks at least once every five years.

B. Abuse, Neglect or Sexual Misconduct Inquiries

The Board shall not offer employment to a person as a substitute teacher unless such person and the Board have complied with the abuse, neglect and sexual misconduct investigation requirements set forth in Section I.B. of this policy. The Board shall determine which such persons are employable as substitute teachers and maintain a list of such persons. The Board shall only hire persons as substitute teachers who are listed on such list. Such person shall remain on such list as long as such person is continuously employed by the Board and as long as the Board does not have any knowledge as to why a person should be removed from such list.

VI. Prohibitions on Employment

The Board shall NOT employ a person whose employment contract was previously terminated by a board of education, governing council of a state or local charter school, interdistrict magnet school operator or other school employer or who resigned from such employment if such person:

Has been convicted of a crime involving an act of child abuse or neglect as described in Conn. Gen. Stat. § 46b-120 or sexual assault against a student being educated by a local or regional board of education or technical high school other than as part of an adult education program as described in Conn. Gen. Stat. §§53a-70, 53a-70a, 53a-71, 53a-72a, 53a-72b or 53a-73a; or has been convicted of the crime of failing to make a mandated report in a timely manner or intentionally and unreasonably interfering with or preventing the making of a mandated report in violation of Conn. Gen. Stat. §17a-101a regardless of whether the allegation of abuse or neglect or sexual assault has been substantiated.

4112.5(k)
4212.5(k)

Personnel – Certified/Non-Certified

Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers

Legal References: Connecticut General Statutes:

29-17a. Criminal history records checks. Procedure. Fees

31-51i Erased Criminal Records

10-221d Criminal history and child abuse and neglect registry records checks of school personnel. Fingerprinting. Termination or dismissal. Denial of application for and revocation of certification.

10-222c Hiring Policy

Policy adopted: December 9, 2003
Policy revised: October 18, 2005
Policy revised: June 14, 2011
Policy revised: October 13, 2015
Policy revised: October 18, 2016

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FOR APPROVAL

4118.112(a)

4218.112(a)

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

It is the policy of the New Milford Board of Education to maintain a working and learning environment that is free from sexual and other unlawful harassment. The Board will not tolerate the harassment of any applicant, employee, independent contractor, volunteer, student or visitor based on sex, sexual orientation, gender identity or expression, race, color, religion, national origin, ancestry, marital status, age, disability, genetic information or status as a veteran. All forms of harassment are prohibited whether verbal, physical or visual, and regardless of the medium through which it occurs. Such harassment violates Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 and/or the Connecticut Fair Employment Practices Act.

This policy prohibits sexual and other unlawful harassment by employees, teachers, administrators, Board members, volunteers, and others contractually or otherwise under the control of the school system. It also protects against harassment by any third person who is on school premises, at a school workplace or who otherwise comes in contact with school personnel in connection with their employment at the school system.

Definition of Unlawful Harassment

Unlawful harassment means unwelcome and offensive conduct that has the purpose or effect of unreasonably interfering with an employee's performance and/or employment opportunities or that is sufficiently severe, pervasive or persistent so as to create an intimidating, hostile or offensive working environment. All forms of harassment are prohibited whether verbal, written, visual or physical and regardless of the medium through which it occurs.

Definition of Sexual Harassment

Unwelcome sexual advances, requests for sexual favors and other inappropriate verbal, non-verbal or physical conduct of a sexual nature constitute sexual harassment when:

- Submission to the conduct is made either explicitly or implicitly a term or condition of an individual's employment;
- Submission to or rejection of the conduct by an individual is used as the basis of employment decisions affecting the individual;
- The conduct has the purpose or effect of substantially interfering with an individual's work performance, and/or is sufficiently severe, pervasive or persistent that it creates an intimidating, hostile or offensive work environment; or

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

- Such conduct constitutes sexual harassment whether or not a threat of adverse job consequences is carried out and whether or not the employee actually suffers any tangible adverse job consequences.

Sexual harassment includes a wide range of behaviors - from pressure or requests for sexual activities to unwelcome sexual comments and innuendo to verbal abuse of a sexual nature. Unwelcome sexual flirtations and advances, offensive touching of an individual, graphic or verbal commentaries about an individual's body, sexually degrading words used to describe an individual, and displays in the work place of sexually suggestive objects or pictures are some of the additional behaviors that constitute sexual harassment. Behavior appropriate in a social setting may not be appropriate in the school and work environment. Sexual harassment may be subtle and even unintentional. It may be directed towards members of the opposite or same sex.

Examples of Sexual Harassment

While an exhaustive list is not possible, the following are examples of specific conduct that violate the law and policy and which, if severe and pervasive, constitute sexual harassment. In each case, such a determination will depend upon the totality of the circumstances, including the severity of the conduct and its pervasiveness. Sexual harassment includes, but is not limited to:

- Suggestive or obscene letters, notes, all electronic messages, voice mail messages, invitations, derogatory comments, slurs, jokes, epithets, touching, impeding or blocking movement, leering, gestures, noises, pulling at clothes, display of sexually suggestive objects, pictures or cartoons, sexual assault, attempted sexual assault;
- Continuing to express sexual interest after learning of or being informed that the interest is unwelcome;
- Coercive sexual behavior used to control, influence, or affect the career, salary and/or work environment of another employee, such as threats of reprisal, implying or withholding support for an appointment, promotion, transfer, or change of assignment;
- Discussion of one's own sexual activities or inquiries into others' sexual experiences;
- Suggesting a poor performance evaluation will be prepared or that a probationary period of employment will not be completed successfully;
- The creation of an atmosphere of sexual harassment or intimidation, or a hostile or offensive working environment; and

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

- Inappropriate attention of a sexual nature.

Relationships at the Workplace

Sexual or romantic relationships between employees and students are strictly prohibited whether or not they constitute sexual harassment as defined in this policy. In addition, those working for the school system, and especially those in position of authority, should be sensitive to the questions about mutuality of consent that may be raised, and to the conflicts of interest that may exist, in personal relationships with other school personnel.

Examples of Other Unlawful Harassment

Unwelcome speech or conduct of an offensive or hostile nature based on an individual's race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, genetic information or status as a veteran is also prohibited by this policy. Examples of such unlawful harassment include, but are not limited to, the following:

- Intimidation and implied or overt threats of physical violence or physical acts of aggression or assault upon another or damage to another's property that is motivated by race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, genetic information, status as a veteran or any other basis prohibited by local, state and federal law;
- Depending upon the circumstances and context, demeaning jokes, taunting, slurs, derogatory nicknames, innuendos or other negative or offensive remarks relating to an individual's race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, genetic information, status as a veteran or any other basis prohibited by local, state and federal law;
- Depending upon the circumstances and context, graffiti, slogans, or visual displays such as cartoons, graphics or posters depicting slurs or derogatory sentiments relating to an individual's race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, genetic information, status as a veteran or any other basis prohibited by local, state and federal law.

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

Complaint Procedure

All members of the school community are responsible for helping to assure that sexual and other unlawful harassment is avoided. Any person who has observed or otherwise becomes aware of the conduct prohibited by this policy should bring the matter to the immediate attention of the Title IX Coordinator. The District's Title IX Coordinator is:

Director of Human Resources
50 East Street
New Milford, CT 06776
860-210-2200

Supervisors and administrators who become aware of possible violations of this policy and fail to report them may be subject to discipline.

The Superintendent of Schools is authorized to develop and maintain regulations establishing a complaint procedure for reporting violations of this policy. Any person who feels he or she has been harassed or victimized in violation of this policy should process a complaint in accordance with the Complaint Procedure described in the accompanying regulations.

All complaints will be promptly investigated in as confidential a manner as practical and appropriate corrective action will be taken when warranted. Any employee, volunteer or other individual under the control of the school system who is determined after an investigation to have engaged in harassment in violation of this policy will be subject to discipline, including possible dismissal. He or she may also be personally liable in any legal action brought against him or her.

Retaliation

Retaliation against an individual because she or he has reported harassment or has cooperated in an investigation of alleged harassment is a violation of Board policy and state and federal law. Such retaliation is a form of harassment and will be handled in the same manner as other forms of unlawful harassment.

Responsibilities of the Title IX Coordinator

The Title IX Coordinator is responsible for the following:

1. Ensuring that all complaints of unlawful harassment are investigated in a prompt and objective manner;

4118.112(e)

4218.112(e)

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

2. Ensuring the school district's compliance with various statutory record keeping, notice and training requirements in the area of harassment. This includes the requirement of posting in a prominent and accessible location information concerning the illegality of sexual harassment and remedies available to victims of sexual harassment;
3. Reviewing the Board's policy on harassment and these accompanying administrative regulations periodically for appropriate updating, and monitoring them on an on-going basis for effective implementation;
4. Ensuring that the Board's policy and administrative regulations are distributed to all employees annually;
5. Ensuring that the definition of "harassment" as well as the process by which any person may make a complaint of sexual, racial or other unlawful harassment is part of the orientation for all employees at the start of the school year and new employees during the school year;
6. Ensuring employees are aware of who is serving as Title IX Coordinator for personnel for the District and how he or she may be reached.

Sexual Harassment Training for Administrators and Supervisory Employees

Administrators and others with supervisory responsibilities must attend a two-hour, school-sponsored sexual harassment training program within six months of assuming such position with the school district and thereafter when required by the school district. Such training shall include, at minimum, a description of the state and federal laws prohibiting sexual harassment, the definition of sexual harassment, a discussion of the types of conduct that may constitute sexual harassment, a description of the remedies available in such cases, a discussion of strategies to prevent sexual harassment and the warning that individuals who commit acts of sexual harassment may be subject to civil and criminal penalties.

A copy of this policy or appropriate summary shall be periodically distributed to all employees.

Legal References:

Connecticut General Statutes

10-153 Discrimination Based on Marital Status

46a-54(15) Commission powers

46a-60(a) Connecticut Fair Employment Practices Act

46a-81c Sexual Orientation Discrimination- Employment

R.S.C.A. 46a-54-200 through 46a-54-207

4118.112(f)
4218.112(f)

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

United States Code

- 20 U.S.C. 1681 Title IX of the Education Amendments of 1972
- 29 U.S.C. 623 Age Discrimination in Employment Act
- 29 U.S.C. 794 Section 504 of the Rehabilitation Act of 1973
- 42 U.S.C. 2000d and 2000e Titles VI and VII of the Civil Rights Act of 1964
- 42 U.S.C. 2000ff Genetic Information Nondiscrimination Act of 2008
- 42 U.S.C. 6101 Age Discrimination Act of 1975
- 42 U.S.C. 12101 Americans with Disabilities Act
- 29 C.F.R. 1604.11 EEOC Guidelines on Sexual Harassment

Policy adopted: December 9, 2003
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Policy revised: June 14, 2011
Policy revised: October 11, 2011
Policy revised: May 12, 2015

NEW MILFORD PUBLIC SCHOOLS
New Milford, CT

Students**Removal/Suspension/Expulsion****SECTION I DEFINITIONS**

- A. "Bullying"** is defined as (A) the repeated use by one or more students of a written, oral or electronic communication directed at or referring to another student in the school district; or (B) a physical act or gesture by one or more students repeatedly directed at another student in the school district that (1) causes physical or emotional harm to such student or damage to the student's property; (2) places such student in reasonable fear of harm to himself/herself or of damage to his/her property; (3) creates a hostile environment at school for such student; (4) infringes on the rights of such student at school; or (5) substantially disrupts the educational process or the orderly operation of the school. Bullying shall include but not be limited to a written, oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socio-economic status, academic status, physical appearance, or mental, physical developmental or sensory disability or by association with an individual or group who has or is perceived to have one or more of such characteristics.
- B. "Cyberbullying"** is defined as any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.
- C. "Dangerous instrument"** means any instrument, article or substance which, under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a motor vehicle and a dog that has been commanded to attack.
- D. "Days"** is defined as days when school is in session.
- E. "Deadly weapon"** means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon, or metal knuckles.
- F. "Emergency"** is defined as a situation under which the continued presence of the student in the school imposes such a danger to persons or property or such a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.
- G. "Exclusion"** is defined as any denial of public school privileges to a student for disciplinary purposes.

Students

Removal/Suspension/Expulsion

- H. **"Expulsion"** is defined as an exclusion from school privileges for more than ten (10) consecutive school days and shall be deemed to include, but not be limited to, exclusion from the school to which such student was assigned at the time such disciplinary action was taken, provided such exclusion shall not extend beyond a period of one (1) calendar year. Such period of exclusion may extend to the school year following the school year in which such exclusion was imposed.
- I. **"Firearm"** means 1) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; 2) the frame or receiver of any such weapon; 3) any firearm muffler or firearm silencer; or 4) any destructive device. Firearm does not include any antique firearm. For purposes of this definition "destructive device" means any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, missile having an explosive or incendiary charge of more than 1/4 ounce, mine, or device similar to any of the weapons described herein.
- J. **"In-school suspension"** is defined as an exclusion from regular classroom activity for not more than ten (10) consecutive school days, but not an exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed. An in-school suspension may be served in the school that the pupil attends, or in any school building under the jurisdiction of the Board. An in-school suspension may include reassignment to a regular classroom program in a different school in the school district; such reassignment shall not constitute a "suspension" or "expulsion" under this policy.
- K. **"Martial arts weapon"** means a nunchaku, kama, kasari-fundo, octagon sai, tonfa or chinese star.
- L. **"Possess"** means to have physical possession or otherwise to exercise dominion or control over tangible property.
- M. **"Removal"** is defined as an exclusion from a classroom for all or part of a single class period, provided such exclusion shall not extend beyond 90 minutes.
- N. **"School sponsored activity"** is defined as any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.
- O. **"Suspension"** is defined as an exclusion from school privileges and/or from transportation services for not more than ten (10) consecutive school days, provided such exclusion shall not extend beyond the end of the school year in which such suspension was imposed.

Students

Removal/Suspension/Expulsion

Suspensions shall be in-school suspensions except the Board of Education may authorize the administration of schools under its direction to impose an out-of-school suspension on any pupil in (1) grades three to twelve, inclusive, if, during the suspension hearing, (A) the administration determines that the pupil being suspended poses such a danger to persons or property or such a disruption of the educational process that the pupil shall be excluded from school during the period of suspension, or (B) the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence of (i) previous disciplinary problems that have led to suspensions or expulsion of such pupil, and (ii) efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies; or (2) grades preschool to two, inclusive, if during the hearing, the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence that such pupil's conduct on school grounds is of a violent or sexual nature that endangers persons.

- P.** "Vehicle" means a "motor vehicle" as defined in Section 14-1 of the Connecticut General Statutes, snow mobile, any aircraft, or any vessel equipped for propulsion by mechanical means or sail.

SECTION II REMOVAL FROM CLASS

- A.** Each teacher shall have the authority to remove a student from class when such student deliberately causes a serious disruption of the educational process within the classroom, provided that no student shall be removed from class more than six times in any year, nor more than twice in one week unless such student is referred to the building principal, or his/her designee, and granted an informal hearing as set forth in section IV C of this policy.
- B.** Whenever any teacher removes a student from the classroom, such teacher shall send the student to a designated area and shall immediately inform the building principal or his/her designee as to the name of the student against whom such disciplinary action was taken and the reason therefore.

SECTION III STANDARDS GOVERNING SUSPENSION AND EXPULSION

- A.** Conduct on school grounds or at a school sponsored activity as set forth in Section C below will be cause for suspension and/or expulsion when such conduct:
1. Violates a publicized policy or code of student conduct in effect in the schools; or
 2. Seriously disrupts the educational process; or
 3. Endangers persons or property.

Students

Removal/Suspension/Expulsion

- B.** Conduct off school grounds as described in paragraph C below will be cause for suspension and/or expulsion when such conduct:
1. Violates a publicized policy of the Board and;
 2. Seriously disrupts the educational process.
- C.** The following conduct is prohibited and will be considered cause for suspension and/or expulsion:
1. Threatening, harassing or intimidating another member of the school community in any manner, including orally, in writing, via electronic communication, or by gestures or other physical behavior such as stalking. Members of the school community include any school employee, fellow student, consultant, volunteer, or visitor to a school;
 2. Use of physical force against another person which is not reasonably necessary for self-defense;
 3. Theft of personal or school property, or taking or attempting to take personal property or money from another person, or from his/her presence, by means of force or fear;
 4. Willfully causing, or attempting to cause, damage to school property;
 5. Possession, use, transmission or being under the influence of any narcotic drug, hallucinogenic drug, performance enhancing drug, amphetamine, barbiturate, marijuana, cocaine, alcoholic beverage, or intoxicant of any kind including inhalants, prescription drugs for which the possessor, user or transmitter has no legal prescription, or drug paraphernalia;
 6. Possession or transmission of a facsimile of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, or marijuana;
 7. Knowingly being in the presence of those who are in possession of, using, transmitting, or being under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind;
 8. Possession or transmission of any weapon, including but not limited to any firearm, deadly weapon, dangerous instrument, martial arts weapon, knife, box cutter, razor, blade, chemical sprays, electroshock weapons or facsimile of any weapon or instrument;

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9. Using or copying the academic work of another and presenting it as his/her own without proper attribution;
10. Possessing, smoking or consuming tobacco products or using vapor products and electronic devices that simulate smoking by delivering nicotine or other substances by the inhalation of a vapor on school grounds;
11. Open defiance of the authority of any teacher or person having authority over the student, including verbal abuse;
12. Intentional and successful incitement of truancy by other students;
13. Bullying or cyberbullying, including such conduct that may occur outside of the school setting if such bullying (1) creates a hostile environment at school for the victim; (2) infringes on the rights of the victim at school; or (3) substantially disrupts the education process or the orderly operation of a school;
14. Any violation of the Board's policies prohibiting sexual, racial and other unlawful harassment including any act of harassment based on an individual's race, color, national origin, sex, age, disability, sexual orientation, gender identity or expression or religion;
15. Intentional incitement which results in an unauthorized occupation of any part of a school or other facility owned by any school district;
16. Participation in an unauthorized occupancy of any part of any school or school premises or other building owned by any school district and failure to leave such school premises or other facility promptly after having been directed to do so by the principal or other person in charge of such building or facility;
17. Making false bomb threats or other threats to the safety of students, staff members and/or other persons;
18. Unauthorized use of any school computer, computer system, computer software, Internet connection or similar school property system or the use of such property or system for unauthorized or non-school related purposes;
19. Create, use, access, upload, download, possess, transmit or distribute profane, pornographic, obscene, sexually explicit, harassing, threatening or illegal material or communications including but not limited to electronic data and communications;

Students

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- 20. Violation of any other Board policy, rule, agreement, or directive dealing with student conduct, including that dealing with conduct on school buses and the use of school district equipment and;
 - 21. Violation of any federal or state law which would indicate that the violator presents a danger to any person in the school community or to school property.
- D. Expulsion proceedings pursuant to section V, shall be required whenever there is reason to believe that any student 1) was in possession of a firearm, deadly weapon, dangerous instrument or martial arts weapon, on school grounds or at a school-sponsored activity; 2) off school grounds, did possess a firearm in violation of Connecticut General Statutes §29-35, or did possess and use such a firearm, dangerous instrument, deadly weapon or martial arts weapon in the commission of a crime; or 3) on or off school grounds, offered for sale or distribution a controlled substance as defined in Connecticut General Statutes, §21a-240(9), whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under Connecticut General Statutes §§21a-277 and 21a-278. A student shall be expelled for a period of one calendar year if the Board of Education finds that the student engaged in any of the conduct described herein, provided the period of expulsion may be modified on a case-by-case basis.

In the event it is determined by the Superintendent that a student issued a threat against a member of the school community as described in paragraph C.1., above, the matter shall be referred to law enforcement officials for possible criminal prosecution and the Superintendent shall take all available measures to ensure the safety of persons in the school community in the event of the student's return to school.

- E. Students in kindergarten, first and second grade may not be expelled except for mandatory reasons as described in the previous paragraph and in section V below.

SECTION IV SUSPENSION PROCEDURE

- A. The administration of each school is authorized to invoke suspension for a period of up to ten (10) days, or to invoke in-school suspension for a period of up to ten (10) days, of any student for one or more of the reasons stated in section III, above, in accordance with the procedure outlined in Paragraph C of this section. Moreover, the administration is authorized to suspend a student from transportation services whose conduct while receiving transportation violates the standards set forth in section III, above. The school administration is authorized to immediately suspend any student when there is an emergency as defined in section I, above.

Students

Removal/Suspension/Expulsion

Suspensions shall be in-school suspensions, except an out-of-school suspension may be imposed if (A):

GRADES K to 2:

the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence that such pupil's conduct on school grounds is of a violent or sexual nature that endangers persons.

GRADES 3-12:

the administration determines that the pupil being suspended poses such a danger to persons or property or such a disruption of the educational process that the pupil shall be excluded from school during the period of suspension, or (B) the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence of (i) previous disciplinary problems that have led to suspensions or expulsion of such pupil, and (ii) efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies.

- B.** In the case of suspension, the school administration shall notify the Superintendent within twenty-four (24) hours of the suspension as to the name of the student who has been suspended and the reason for suspension. Any student who is suspended shall be given an opportunity to complete any class work including but not limited to examinations missed during the period of his/her suspension.
- C.** Except in the case of an emergency as defined in section I, above, a student shall be afforded the opportunity to meet with a member of the administration and to discuss the stated charges prior to the effectuation of any period of suspension or in-school suspension. If at such a meeting the student denies the stated charges he/she may at that time present his/her version of the incident(s) upon which the proposed suspension is based. The school administration shall then determine whether or not suspension or in-school suspension is warranted. In determining the length of a suspension period, the school administration may receive and consider evidence of past disciplinary problems which have led to removal from a classroom, in-school suspension, suspension or expulsion.
- D.** No student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless a hearing as provided in section V(B) of this policy is first granted.
- E.** No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless a hearing as provided in section V(B) of this policy is first granted.

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- F.** Whenever a student is suspended, notice of the suspension and the conduct for which the student was suspended shall be included on the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record if the student graduates from high school.
- G.** The administration may shorten or waive the suspension period of a student who is suspended for the first time and who has never been expelled if the student successfully completes a program and any other conditions specified by the administration. Any such program shall be at no expense to the student or his/her parents/guardians. For a student whose suspension period is shortened or waived, the notice of the disciplinary action must be expunged from the cumulative education record if the student graduates from high school or, if the administration chooses, at the time the student completes the specified program and any other conditions required by the administration, whichever is earlier.

SECTION V EXPULSION PROCEDURES

The Board of Education may expel any student in grades three to twelve, inclusive, for one or more of the reasons stated in section III if, in the Superintendent's judgment, such disciplinary action is in the best interests of the school system. An expulsion hearing is required in any instance in which the Superintendent has reason to believe a student in grades kindergarten to twelve, inclusive has engaged in the conduct described in section III (D). The procedures outlined in Paragraphs A and B, below, shall be followed prior to the effectuation of any expulsion unless an "emergency" as defined in section I, above, exists. If an emergency exists, such a hearing shall be held as soon after the expulsion as possible.

- A.** The Board of Education shall notify the student concerned and his/her parents, or the student if he/she has attained the age of eighteen (18), that expulsion is under consideration. Such notice shall contain the information required under Paragraph B of this section, and shall be given at least five (5) business days before the hearing. Three members of the Board of Education shall constitute a quorum for an expulsion hearing. A student may be expelled if a majority of the Board members sitting in the expulsion hearing vote to expel, except that when only three Board members are presiding at the hearing, a unanimous vote shall be required for expulsion.
- B.** The procedure for any hearing conducted under this section shall be determined by the hearing officer or Board chairperson, as appropriate, but shall include the right to:
 - 1.** Notice of the proposed hearing which shall include:
 - a.** a statement of the time, place, and nature of the hearing;

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- b. a statement of the legal authority and jurisdiction under which the hearing is to be held;
 - c. reference to the particular sections of the Connecticut General Statutes or school policies involved;
 - d. a short and plain statement of the matters asserted, if such matters have not already been provided in a statement of reasons requested by the student; the statement so provided may be limited to a statement of the issues involved if it is not possible to state the issues in detail at the time such notice is served. Upon request from the student concerned a more definite and detailed statement of the issues shall be furnished;
 - e. a statement, where appropriate, that the Board is not required to offer an alternative educational opportunity to any student between the ages of sixteen and eighteen who has been expelled previously or;
 - f. information concerning the parent's or guardian's and the student's legal rights and legal services provided free of charge or at a reduced rate that are available locally and how to access such services;
 - 2. The opportunity to be heard;
 - 3. The opportunity to present witnesses and introduce documentary evidence;
 - 4. The opportunity to cross-examine adverse witnesses and challenge the introduction of documentary evidence;
 - 5. The opportunity to be represented by an attorney or other advocate; the parent or guardian of the pupil shall have the right to have the expulsion hearing postponed for up to one week to allow time to obtain representation, except that if an emergency exists, such hearing shall be held as soon after the expulsion as possible; and
 - 6. Prompt notification of the decision of the Board of Education which decision shall be in writing if adverse to the student concerned.
- C. The record of any hearing held in an expulsion case shall include the following:
- 1. All evidence received or considered by the Board of Education, including a copy of the initial letter of notice of proposed expulsion, if any, and a copy of all notices of hearing;

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2. Questions and offers of proof, objections and rulings on such objections;
 3. The decision of the Board of Education rendered after such hearing; and
 4. The official transcript, if any, of proceedings relating to the case or, if these are not transcribed, any recording or stenographic record of the proceedings.
- D.** Rules of evidence at expulsion hearings shall include the following:
1. Any oral or documentary evidence may be received by the Board of Education, but as a matter of policy irrelevant, immaterial or unduly repetitious evidence shall be excluded;
 2. The Board of Education shall give effect to the rules of privilege recognized by law;
 3. In order to expedite a hearing, evidence may be received in written form, provided the interest of any party is not substantially prejudiced thereby;
 4. Documentary evidence may be received in the form of copies or excerpts if the original is not readily available provided, however, that any party to a hearing shall be given an opportunity to compare the copy with the original;
 5. A party to an expulsion hearing may conduct cross-examination of witnesses where examination is required for a full and accurate disclosure of the facts;
 6. The Board of Education may take notice of judicially cognizable facts in addition to facts within the Board's specialized knowledge provided, however, the parties shall be notified either before or during the hearing of material noticed, including any staff memoranda or data, and an opportunity shall be afforded to any party to contest the material so noted;
 7. A record of any oral proceedings before the Board of Education at an expulsion hearing shall be made. A transcript of such proceedings shall be furnished upon request of a party with the cost of such transcript to be paid by the requesting party.
- E.** In determining the length of an expulsion, the Board of Education may receive and consider evidence of past disciplinary problems, which have led to removal from a classroom, in-school suspension, suspension, or expulsion.
- F.** Decisions shall be in writing if adverse to the student and shall include findings of fact and conclusions necessary for the decision. Findings of fact made by the Board after an expulsion hearing shall be based exclusively upon the evidence adduced at the hearing.

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- G.** Except as provided for in Section VII, any student who is expelled shall be offered an alternative educational opportunity consistent with the requirements of state law.
- H.** Whenever a student is expelled pursuant to the provisions of this policy, notice of the expulsion and the conduct for which the student was expelled shall be included on the student's cumulative educational record. Such notice shall not be expunged at any time if the expulsion was based upon possession of a firearm or deadly weapon and the student was in grade nine through twelve. Such notice shall be expunged from the cumulative educational record if the student graduates from high school. The expulsion notice may be expunged from the student's record prior to graduation if the student has demonstrated to the Board that his/her conduct and behavior in the years following the expulsion warrants expungement.
- I.** Whenever a student against whom an expulsion hearing is pending withdraws from school after notification of such hearing but before the hearing is completed and a decision rendered, notice of the pending expulsion hearing shall be included on the student's cumulative educational record and the Board shall complete the expulsion hearing and render a decision.
- J.** Except in cases where an expulsion is based upon the possession of a firearm or deadly weapon, the Board of Education may shorten the length of or waive the expulsion period of a student who is expelled for the first time and who has never been suspended if the student successfully completes a program and any other conditions specified by the Board. Any such program shall be at no expense to the student or his/her parents/guardians. For a student whose expulsion period is shortened or waived, the notice of the disciplinary action must be expunged from the cumulative education record if the student graduates from high school or, if the Board chooses, at the time the student completes the specified program and any other conditions required by the administration, whichever is earlier. Nothing herein shall be deemed to restrict the ability of the Board to shorten or waive the expulsion period, based upon completion of any program or meeting of conditions, for students who have been previously suspended or expelled, as may be permitted by law and as provided in Subsection L, below.
- K.** The Board of Education may adopt the decision of a student expulsion hearing conducted by another school district, provided that the Board shall hold a hearing pursuant to this policy which shall be limited to a determination of whether the conduct which was the basis for the expulsion would also warrant expulsion under the policies of the Board. The student shall be excluded from school pending such hearing. The excluded student shall be offered an alternative educational opportunity in accordance with statutory requirements and this policy.

Students

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- L.** In addition to such rights specified in Section J, above, an expelled pupil may apply for early readmission to school. Such readmission shall be at the discretion of the Board of Education; however, the Board may delegate authority for readmission decisions to the Superintendent. If the Board delegates such authority, readmission shall be at the discretion of the Superintendent. The Board or Superintendent, as appropriate, may condition such readmission on specified criteria.
- M.** A student requiring special education and related services as described in Connecticut General Statutes §10-76a(5)(A) shall not be referred to an expulsion hearing until a planning and placement team is convened to determine whether the misconduct was caused by the student's disability. If it is determined that the misconduct was caused by the child's disability, the child shall not be referred to an expulsion hearing and shall not be expelled.

The planning and placement team shall reevaluate the child for the purpose of modifying the child's individualized education program to address the misconduct and to ensure the safety of other children and staff in the school. If it is determined that the misconduct was not caused by the student's disability, the student may be expelled in accordance with the provisions of this section applicable to children who do not require special education and related services. Notwithstanding the provisions of Section VII, below, whenever a student requiring such special education and related services is expelled, an alternative educational opportunity, consistent with such child's educational needs shall be provided during the period of expulsion.

- N.** Any student who commits an expellable offense and is subsequently committed to a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement for such offense may be expelled using the procedures of this policy. The period of expulsion shall run concurrent with the period of commitment. If a student who committed an expellable offense seeks to return to the school district after participating in a diversionary program or having been detained in a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement and the student has not been expelled for such offense, the district shall allow such student to return and may not expel the student for additional time for such offense.
- O.** A student who has been identified as eligible for school accommodations pursuant to Section 504 of the Rehabilitation Act, shall not be referred to an expulsion hearing until the student's Section 504 Team is convened to determine whether the misconduct was caused by the student's disability. If it is determined that the misconduct was caused by the child's disability, the child shall not be referred to an expulsion hearing and shall not be expelled. Where appropriate, the Section 504 Team shall modify and otherwise review the student's accommodations plan to address the misconduct and to ensure the safety of other children and staff in the school. If it is determined that the misconduct was not caused by the

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student's disability, the student may be expelled in accordance with the provisions of this section applicable to non-disabled students.

SECTION VI NOTIFICATION TO PARENTS OR GUARDIAN

The parents or guardians of any minor student against whom disciplinary action is taken under this policy shall be given notice of such disciplinary action within twenty-four (24) hours of the time the student was excluded.

SECTION VII ALTERNATIVE EDUCATIONAL OPPORTUNITY

The Board of Education recognizes its obligation to offer any student under the age of sixteen (16) who is expelled an alternative educational opportunity during the period of expulsion, in accordance with the law and applicable State guidelines. Any parent or guardian of such a student who does not choose to have his or her child enrolled in an alternative program shall not be subject to the provisions of section 10-184 of the General Statutes. Any expelled student expelled for the first time who is between the ages of sixteen (16) and eighteen (18) and who wishes to continue his or her education shall be offered an alternative educational opportunity if he or she complies with conditions established by the Board of Education. Such alternative may include, but shall not be limited to, the placement of such student in a regular classroom program of a school other than the one from which the student has been excluded and, for students at least sixteen (16) years of age, placement in an adult education program. Any student participating in an adult education program during a period of expulsion shall not be required to withdraw from school. In determining the nature of the alternative educational opportunity to be offered under this section the Board of Education may receive and consider evidence of past disciplinary problems which have led to removal from a classroom, suspension, or expulsion.

State statutes do not require the Board of Education to offer an alternative educational opportunity to a student between the ages of sixteen (16) and eighteen (18) who has been expelled previously.

If the Board expels a student for the sale or distribution of such a controlled substance as defined in Connecticut General Statutes § 21a-240(9), whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under Connecticut General Statutes §§ 21a-277 and 21a-278, the Board shall refer the student to an appropriate state or local agency for rehabilitation, intervention or job training, or any combination thereof, and inform the agency of its action. If the Board expels a student for possession of a firearm, the Board shall report the violation to the local police department. The Board shall give the name of the student, and a summary of the Board's action in so referring the student, to the Commissioner of Education within thirty (30) days after the student is expelled.

Students

Removal/Suspension/Expulsion

The provisions of this section shall not apply to students requiring special education who are described in subdivision (1) of subsection (e) of Connecticut General Statutes §10-76a.

SECTION VIII GUN FREE SCHOOLS ACT

The Board of Education shall submit to the Commissioner of Education such information on expulsions for the possession of weapons as is required for purposes of the Gun Free Schools Act of 1994, 20 U.S.C. §7151, et seq.

SECTION IX PRE-SCHOOL PROGRAMS

- A. As used in this section, "preschool program provider" means a local or regional board of education, state or local charter school or interdistrict magnet school that offers a preschool program. No preschool program provider shall expel any child enrolled in such provider's preschool program, except an expulsion hearing shall be conducted, in accordance with the provisions of subsection B, below, whenever there is reason to believe that any child enrolled in such preschool program was in possession of a firearm, on or off school grounds or at a preschool program-sponsored event. Such child shall be expelled for one calendar year if, at the expulsion hearing it is determined, that the child did so possess such a firearm. A preschool program provider may modify the period of expulsion for a child on a case-by-case basis.
- B. An expulsion hearing required under this subsection shall be conducted by (1) the program provider, as set forth above, or (2) the board of education, in accordance with section V above, if (a) the preschool program provider is the board of education, or (b) the preschool program provider is a regional educational service center or a state or local charter school pursuant to an agreement between such preschool program provider and the board of education. Unless an emergency exists, as set forth in section I, above, no child shall be expelled under this subsection without a formal hearing held pursuant to section V. If an emergency exists, such hearing shall be held as soon after the expulsion as possible.
- C. No preschool program provider may authorize a suspension of a child enrolled in such provider's preschool program, unless the suspension is an in-school suspension. Except that an out-of-school suspension may be imposed if the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence that such pupil's conduct on school grounds is of a violent or sexual nature that endangers persons.

Legal references:

18 U.S.C. §921 Definitions
 20 U.S.C. §7151, et seq., Gun Free Schools Act
 20 U.S.C. §1415 Individuals with Disabilities Education Act

Students

Removal/Suspension/Expulsion

Connecticut General Statutes

4-176e	through 4-180a, 4-181a Administrative Procedures Act
10-76a	Definitions
10-76d	Duties and powers of boards of education to provide special education programs and services
10-222d	Safe school climate plans. Definitions. School climate assessments
10-233a	Definitions
10-233b	Removal of pupils from class
10-233c	Suspension of pupils
10-233d	Expulsion of pupils
10-233e	Notice as to disciplinary policies and action
10-233f	In-school suspension of pupils. Reassignment
10-233g	Reports of principals to police authority concerning physical assaults upon school employees by students
10-233h	Arrested students
21a-240	Definitions
21a-277	Penalty for illegal manufacture, distribution, sale, prescription, dispensing
21a-278	Penalty for illegal manufacture, distribution, sale, prescription or administration by non-drug-dependent person
53a-3	Definitions
53-206	Carrying of dangerous weapons prohibited
53a-217b	Possession of a weapon on school grounds: Class D felony

Policy adopted:	June 12, 2001
Policy revised:	June 24, 2004
Policy revised:	June 12, 2007
Policy revised:	November 13, 2007
Policy revised:	November 18, 2008
Policy revised:	December 14, 2010
Policy revised:	October 11, 2011
Policy revised:	June 11, 2013
Policy revised:	October 14, 2014
Policy revised:	October 13, 2015

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Students**Use of Physical Force**

The Board of Education (Board) believes that maintaining an orderly, safe environment is conducive to learning and is an appropriate expectation of all staff members within the district. To the extent that staff actions comply with all applicable statutes and Board policy governing the use of physical force, including physical restraint of students and seclusion of students, staff members will have the full support of the Board of Education in their efforts to maintain a safe environment.

The Board recognizes that there are times when it becomes necessary for staff to use reasonable restraint or place a student in seclusion as an emergency intervention to protect a student from harming himself/herself or to protect others from harm.

Definitions

Life-threatening physical restraint means any physical restraint or hold of a person that restricts the flow of air into a person's lungs, whether by chest compression or any other means, or immobilizes or reduces the free movement of a person's arms, legs or head while the person is in the prone position.

Psychopharmacologic agent means any medication that affects the central nervous system, influencing thinking, emotion or behavior.

Physical restraint means any mechanical or personal restriction that immobilizes or reduces the free movement of a person's arms, legs or head. Excluded from this definition is briefly holding a person in order to calm or comfort the person; restraint involving the minimum contact necessary to safely escort a person from one area to another; medical devices including but not limited to, supports prescribed by a health care provider to achieve proper body position or balance; helmets or other protective gear used to protect a person from injuries due to a fall; or helmets, mitts and similar devices used to prevent self-injury when the device is part of a documented treatment plan or individualized education program pursuant to Connecticut's special education laws or prescribed or recommended by a medical professional and is the least restrictive means to prevent such self-injury.

School employee means a teacher, substitute teacher, school administrator, superintendent, guidance counselor, psychologist, social worker, nurse, physician, school paraprofessional, or coach employed by the Board of Education or working in a public elementary, middle or high school; or any other individual who, in the performance of his/her duties has regular contact with students and who provides services to or on behalf of students enrolled in the district's schools, pursuant to a contract with the Board of Education.

Seclusion means the involuntary confinement of a student in a room, with or without staff supervision, in a manner that prevents the student from leaving.

Students

Use of Physical Force

Student means a child (A) enrolled in grades kindergarten to twelve, inclusive, in a public school under the jurisdiction of a local or regional Board of Education, (B) receiving special education and related services in an institution or facility operating under contract with a local or regional Board of Education, (C) enrolled in a program or school administered by a regional education service center, or (D) receiving special education and related services from an approved private special education program, but shall not include any child receiving educational services from Unified School District #2 or the Department of Mental Health and Addiction Services.

Conditions Pertaining to the Use of Physical Restraint and/or Seclusion

- A. School employees shall not use a life-threatening physical restraint on a student.
- B. If any instance of physical restraint or seclusion of a student exceeds fifteen minutes an administrator or his/her designee, or school health or mental health personnel, or a board certified behavioral analyst, who has received training in the use of physical restraint and seclusion shall determine whether continued physical restraint or seclusion is necessary to prevent immediate or imminent injury to the student or to others. Upon a determination that such continued physical restraint or seclusion is necessary, such individual shall make a new determination every thirty minutes thereafter regarding whether such physical restraint or seclusion is necessary to prevent immediate or imminent injury to the student or to others.
- C. No student shall be placed in seclusion unless:
 - a. The use of seclusion is as an emergency intervention to prevent immediate or imminent injury to the student or to others, provided the seclusion is not used for discipline or convenience and is not used as a substitute for a less restrictive alternative.
 - b. Such student is continually monitored by a school employee during the period of such student's seclusion. Any student voluntarily or involuntarily placed in seclusion or restrained shall be regularly evaluated by a school employee for indications of physical distress. The school employee conducting the evaluation shall enter each evaluation in student's educational record. Monitor shall mean by direct observation or by observation using video monitoring within physical proximity sufficient to provide aid as may be required.
 - c. The area in which such student is secluded is equipped with a window or other fixture allowing the student a clear line of sight beyond the area of seclusion.

Students

Use of Physical Force

- D. School employees may not use a psychopharmacologic agent on a student without that student's consent except (1) as an emergency intervention to prevent immediate or imminent injury to the student or to others, or (2) as an integral part of the student's established medical or behavioral support or educational plan, as developed consistent with Section 17a-543 of the Connecticut General Statutes or, if no such plan has been developed, as part of a licensed practitioner's initial orders. The use of psychopharmacologic agents, alone or in combination, may be used only in doses that are therapeutically appropriate and not as a substitute for other appropriate treatment.
- E. In the event that physical restraint or seclusion is used on a student four or more times within twenty school days:
 - a. An administrator, one or more of such student's teachers, the parent/guardian of such student and, if any, a mental health professional shall convene for the purpose of:
 - i. Conducting or revising a behavioral assessment of the student;
 - ii. Creating or revising any applicable behavioral intervention plan; and
 - iii. Determining whether such student may require special education.
 - b. If such student is a child requiring special education or is a child being evaluated for eligibility for special education and awaiting a determination, such student's planning and placement team shall convene for the purpose of (1) conducting or revising a behavioral assessment of the student, and (2) creating or revising any applicable behavioral intervention plan, including, but not limited to, such student's individualized education plan.
- F. The parent/guardian of a student who is placed in physical restraint or seclusion shall be notified not later than twenty-four hours after the student is placed in physical restraint or seclusion. A reasonable effort shall be made to provide such notification immediately after such physical restraint or seclusion is initiated.
- G. School employees shall not use a physical restraint on a student or place a student in seclusion unless he/she has received training on the proper means for performing such physical restraint or seclusion.
- H. Beginning July 1, 2016, the Board of Education, and each institution or facility operating under contract with the Board to provide special education for children, including any approved private special education program, shall:
 - a. Record each instance of the use of physical restraint or seclusion on a student;
 - b. Specify whether the use of seclusion was in accordance with an individualized education program;

Students

Use of Physical Force

- c. Specify the nature of the emergency that necessitated the use of such physical restraint or seclusion; and
 - d. Include such information in an annual compilation on its use of such restraint and seclusion on students.
- I. The Board and institutions or facilities operating under contract with the Board to provide special education for children, including any approved private special education program shall provide such annual compilation to the Department of Education in order to examine incidents of physical restraint and seclusion in schools.
- J. Any use of physical restraint or seclusion on a student shall be documented in the student's educational record. The documentation shall include:
 - a. The nature of the emergency and what other steps, including attempts at verbal de-escalation, were taken to prevent the emergency from arising if there were indications that such an emergency was likely to arise; and
 - b. A detailed description of the nature of the restraint or seclusion, the duration of such restraint or seclusion and the effect of such restraint or seclusion on the student's established educational plan.
- K. Any incident of the use of restraint or seclusion that results in physical injury to a student shall be reported to the State Board of Education.

Required Training and Prevention Training Plan

Training shall be provided by the Board to the members of the crisis intervention team for each school in the district regarding physical restraint and seclusion of students. Such training shall be provided during the school year commencing July 1, 2017 and each year thereafter, and shall include, but not be limited to:

- 1. An overview of the relevant laws and regulations regarding the use of physical restraint and seclusion on students and the proper uses of physical restraint and seclusion. (Such overview is to be provided on an annual basis by the Department of Education, in a manner and form as prescribed by the Commissioner of Education.)
- 2. The creation of a plan by which the Board will provide training regarding the prevention of incidents requiring physical restraint or seclusion of students. Such plan shall be implemented not later than July 1, 2018.

Students

Use of Physical Force

3. The Board's physical restraint and seclusion plan shall provide training regarding the proper means of physical restraint or seclusion of a student, including, but not limited to:
 - a. Various types of physical restraint and seclusion;
 - b. The differences between life-threatening physical restraint and other varying levels of physical restraint;
 - c. The differences between permissible physical restraint and pain compliance techniques; and
 - d. Monitoring methods to prevent harm to a student who is physically restrained or in seclusion.

Crisis Intervention Teams

At the commencement of each school year the Board requires each school in the District to identify a crisis intervention team. Such team shall consist of any teacher, administrator, school paraprofessional or other school employee designated by the school principal who has direct contact with students.

Such teams shall respond to any incident in which the use of physical restraint or seclusion may be necessary as an emergency intervention to prevent immediate or imminent injury to a student or to others.

Each member of the crisis intervention team shall be recertified in the use of physical restraint and seclusion on an annual basis.

The administration shall maintain a list of the members of the crisis intervention team for each school.

Dissemination of Policy

This policy and its procedures shall be made available on the District's website and in the Board's procedural manual. The policy shall be updated not later than sixty (60) days after the adoption or revision of regulations promulgated by the State Board of Education.

(cf. 4148/4248 - Employee Protection)
(cf. 5141.23 - Students with Special Health Care Needs)

Students

Use of Physical Force

Legal Reference: Connecticut General Statutes

10-76b State supervision of special education programs and services.

10-76d Duties and powers of boards of education to provide special education programs and services.

46a-150 Definitions. (as amended by PA 07-147 and PA 15-141)

46a-152 Physical restraint, seclusion and use of psychopharmacologic agents restricted. Monitoring and documentation required.

46a-153 Recording of use of restraint and seclusion required. Review of records by state agencies. Reviewing state agency to report serious injury or death to Office of Protection and Advocacy for Persons with Disabilities and to Office of Child Advocate. (as amended by PA 12-88)

53a-18 Use of reasonable physical force or deadly physical force generally.

53a-19 Use of physical force in defense of person.

53a-20 Use of physical force in defense of premises. 53a-21 Use of physical force in defense of property.

PA 07-147 An Act Concerning Restraints and Seclusion in Public Schools.

PA 15-141 An Act Concerning Seclusion and Restraint in Schools.

State Board of Education Regulations Sections 10-76b-5 through 10-76b-11.

DRAFT

AGREEMENT

DRAFT

THIS AGREEMENT is hereby entered into by and between the **BOARD OF EDUCATION OF THE TOWN OF NEW MILFORD**, in the County of Litchfield and State of Connecticut (hereinafter referred to as "New Milford"), and the **BOARD OF EDUCATION OF THE TOWN OF SHERMAN**, in the County of Fairfield and State of Connecticut (hereinafter referred to as "Sherman").

WHEREAS, the Town of Sherman does not maintain a high school and the Town of New Milford does; and

WHEREAS, New Milford and Sherman desire to enter into an agreement for the purpose of providing an educational program for a public high school students of the Town of Sherman pursuant to Sections 10-33 and 10-35 of the Connecticut General Statutes.

NOW THEREFORE, in consideration of the mutual covenants contained herein, Sherman and New Milford (collectively "the Parties") do hereby agree as follows:

1. In accordance with Section 10-33 of the Connecticut General Statutes, Sherman shall designate New Milford High School (hereinafter "NMHS") as the high school that students who are residents of Sherman and who would otherwise be eligible to attend public high school in Sherman were the Town of Sherman to have such school (hereinafter "Students") may attend.
2. Commencing with the 2018-2019 school year, and continuing thereafter for a period of two (2) years, or for the 2019-2020 and 2020-2021 school years, New Milford agrees to accept such Students from the Town of Sherman, to include exceptional children, as shall meet the same mental, physical, and disciplinary standards required of New Milford students at NMHS. For purposes of this Agreement, school years shall be deemed to run from July 1 through the following June 30. This Agreement shall automatically renew for an additional three-year period at the expiration of the initial, three-year term, subject to the termination provisions contained in enumerated paragraph thirteen of this Agreement, which renewal shall be memorialized in a new, three-year agreement that may contain different or revised terms.

3. Sherman agrees to pay New Milford the following amounts in per-pupil tuition for Students who are enrolled at NMHS during all or any part of the term of this Agreement.

<u>SCHOOL YEAR</u>	<u>TUITION</u>
2018-2019	\$13,211
2019-2020	\$13,871
2020-2021	\$14,565

The annual tuition for each Student shall be made in four equal payments, which payments shall be tendered to New Milford on August 15, October 15, January 15, and April 15.

4. If a Student is enrolled at NMHS for a full school year, then Sherman shall be billed for a full-year's tuition in accordance with the annual tuition rates set forth in enumerated paragraph three of this Agreement. If a Student is enrolled for only a portion of the school year, then Sherman shall be billed on a pro-rata basis, to be determined by dividing the full-year tuition rate by the actual days on which NMHS is in session, and multiplying the resultant amount by the number of such days that the Student was enrolled at NMHS. In determining the amount of days that a Student was enrolled at NMHS, the Parties acknowledge and agree that the dates of enrollment are separate and not dictated by the dates on which a Student was actually in attendance at NMHS.
5. For purposes of this Agreement, an "exceptional student" is defined as a Student enrolled at NMHS who has been identified as eligible for services under the Individuals with Disabilities Education Improvement Act, 20 U.S.C. 1400, *et seq.* and/or the corresponding Connecticut law, Conn. Gen. Stat. 10-76 a, *et. seq.*
6. The Parties acknowledge and agree that Sherman is solely responsible for and agrees to pay whatever additional costs may be incurred for the evaluation, identification and education of such exceptional students, including but not limited to the costs of out-of-district placements, additional staff or service providers, consultants, extended school year programs, evaluations, and/or accommodations, including assistive technology devices. Sherman shall also pay whatever such additional costs may be incurred for the evaluation, identification and education of Students who although not identified as exceptional students have been found eligible for accommodations and/or modifications under Section 504 of the Rehabilitation Act. Notwithstanding any other provision of this Agreement, New Milford shall not be required to implement unique special education, or general education,

programs in order to service the educational needs of Students, including exceptional students.

7. Sherman shall make its personnel available without charge to participate in Planning and Placement Team meetings and to testify at administrative proceedings before the New Milford Board of Education, the State Board of Education, or any other administrative agency, or in court proceedings relating to Students, including exceptional students.
8. Sherman shall provide all transportation for Students attending NMHS, and shall be solely responsible for convening, prosecuting and/or defending any administrative or court proceeding requested or initiated in conjunction with a transportation-related dispute arising under Conn. Gen. Stat 10-186, and New Milford shall not be considered a necessary party to such proceedings.
9. Foreign exchange students residing in Sherman and attending NMHS on a full-time basis shall be considered tuition students.
10. In addition to the tuition rates and additional costs set forth in enumerated paragraphs three, four and six of this Agreement, the Parties acknowledge and agree that Students shall be responsible for paying any fees, costs or expenses associated with participation in NMHS athletics, field trips, extracurricular activities, or the administration of SAT, ACT, AP, or other examinations to the same extent as would New Milford students.
11. Notwithstanding any other provision of this Agreement, New Milford's responsibility shall be limited to providing Students with a course of instruction within the confines of NMHS or any adjunct thereto, and New Milford shall not be responsible for any course of instruction or treatment rendered to Students elsewhere, unless such instruction or treatment is at the request or direction of either New Milford or its Administrative staff.
12. The Parties acknowledge and agree that should either party be unable to perform its obligations under this Agreement due to an Act of God, war, national emergency, statutory or regulatory enactments or revisions, or any similar event beyond the control of such party, performance under this contract will be excused to the extent of such inability.

13. Either Board of Education may unilaterally terminate this Agreement by providing written notification to the other party at least one year prior to the effective date of such termination. In addition to the Parties' unilateral right to terminate this Agreement upon one-year's notice, the Parties acknowledge and agree that if they are unable to agree to tuition rates for the 2021-2022, 2022-2023 and 2023-2024 school years prior to January 30, 2021, the three-year renewal provisions contained in enumerated paragraph two of this Agreement shall automatically be rendered null and void, and the Agreement shall terminate no later than July 1, 2021.
14. In the event that a change in the laws of the State of Connecticut substantially affect the rights and obligations of either or both of the Parties under any provision or provisions of this Agreement, either party may request an amendment of the provision or provisions of the Agreement so affected.
15. Should this Agreement terminate pursuant to enumerated paragraph thirteen hereof, or for any other reason, including but not limited to the events referenced in enumerated paragraph twelve or fourteen hereof, any Students who are enrolled at NMHS at the time of such termination shall be allowed to complete their high school education at the NMHS on the same terms and conditions as provided herein so long as they continue to qualify as Students as defined in enumerated paragraph one. Sherman shall continue to provide transportation for such Students and all other provisions of this Agreement shall remain applicable to these Students, except that should the completion of such Students' high school education extend beyond the conclusion of the 2023-2024 school year, Sherman shall be responsible for paying the tuition rate established by New Milford. The Parties acknowledge and agree that in this event, New Milford shall increase the tuition rate no more than five percent (5%) for any one school year.
16. The Parties acknowledge and agree that Students shall be subject to and must abide by all policies, regulations and behavioral codes and standards as adopted or otherwise determined by New Milford or by its Administration and staff. New Milford and its Administrative staff shall have the sole right both to impose discipline for Students - including but not limited to suspensions and expulsions - and to determine any conditions that are a part of or in any way related to such discipline, including but not limited to alternative educational opportunities and conditions for early readmission.

17. Notwithstanding the provisions of enumerated paragraph sixteen of this Agreement, Sherman shall be solely responsible for paying the costs of the alternative educational opportunity for any Student who is expelled or suspended from the New Milford Public Schools as well as the costs, if any, of conditions for readmission that would be borne by New Milford for students who reside in New Milford.
18. Notwithstanding any of the foregoing provisions of this Agreement, should any Student be suspected of not being a legal resident of Sherman, Sherman shall bear the full discretion and responsibility for convening, prosecuting and/or defending any administrative or court proceeding requested or initiated with respect to same, and New Milford shall not be considered a necessary party to such proceedings. Furthermore, Sherman's obligations under this Agreement - including but not limited to those set forth in enumerated paragraphs three, four and six hereof - with respect to such Student shall remain in force until and unless the Student is deemed not to be a legal resident of Sherman and no longer enjoys the right under Conn. Gen. Stat. 10-186(b)(2) to remain at NMHS or in an alternative setting.
19. The New Milford Board of Education agrees to provide the Sherman Board of Education with student performance data in electronic format. Data will be exported into an Excel spreadsheet from the student information system software used by New Milford High School. Data will include standardized test results and student academic achievement reports for the midyear and final report cards. Academic achievement reports will include for each student: name; year (fr, so, jr, sr); course name and level; quarterly grades attained; and final average. Academic achievement reports will be provided by February 28th for the first semester courses and by July 15th for second semester courses. Standardized test scores will be reported within 15 days after having been received by New Milford High School.
20. The signatories to this Agreement serve as, respectively, the Chair of the Sherman Board of Education and the Chair of the New Milford Board of Education, and each of their respective signatures hereto have been duly authorized by majority vote of the school board of which they serve as Chair in a legally constituted meeting of such board.
21. The provisions of this Agreement shall be interpreted and enforced in accordance with the laws of the State of Connecticut, and should any provision of the Agreement be deemed void or illegal under either federal or state law, the

remaining provisions of the Agreement shall remain unaffected, subject to the provisions of enumerated paragraph fourteen hereof.

22. This Agreement constitutes the full agreement and understanding of the Parties, and each signatory hereto represents that he or she has been duly authorized by his or her respective Board to enter into and bind the Board of this Agreement. Any modifications of this Agreement can only be effectuated in writing, signed by duly authorized representatives of both Sherman and New Milford.

BOARD OF EDUCATION OF THE TOWN OF
SHERMAN

By _____
Chair, Sherman Board of Education

Subscribed to and sworn before me on this _____ day of _____ 2018 in
_____, Connecticut

Commissioner of the Superior Court
Notary Public
My Commission Expires:

BOARD OF EDUCATION OF THE TOWN OF
NEW MILFORD

By _____
Chair, New Milford Board of Education

Subscribed to and sworn before me on this _____ day of _____ 2018 in
_____, Connecticut

Commissioner of the Superior Court
Notary Public
My Commission Expires:

Approved Field Trips February 2018

	A	B	C	D	E	F	G	H	I
	<u>School</u>	<u>Grade/Dept.</u>	<u>Trip Date</u>	<u>Week</u>	<u># of Students</u>	<u># of Adults</u>	<u>Destination</u>	<u>Subs</u>	<u>Student Cost</u>
1	SMS	6-8	2/13/18	Tuesday	30	8	Dolrbill's Bowling/Unified Sports	0	0.00
2	NMHS	10-12	03/02/2018	Friday	10	1	SCSU/Accounting Department	1	TBD (Perkins Grant for Transportation)
3	NMHS	10-12	03-16-18	Friday	75	6	UConn True Colors Conference	1	\$50.00
4	NMHS	9-12	3/22/2018	Thursday	30	2	Schaghticoke Middle School	2	0.00
5	SMS	6-8	3/23/18	Friday	16	3	Northern Regional Music Fest/Wethersfield HS	0	0.00
6	NMHS	10-12	03/23/2018	Friday	25	2	Naugatuck Valley Community College	2	TBD based on transportation
7	SMS	6-8	3/24/18	Saturday	16	3	Northern Regional Music Fest/Wethersfield HS		0.00
8	NMHS	10-12	03-28-18	Wednesday	30	2	Naugatuck Valley Community College	0	0.00
9	NMHS	9-12	4/11/18	Wednesday	40	4	Winter Garden Theater/School of Rock	1	110.00
10	SNIS	4	05/15/2018	Tuesday	145	63	Bronx Zoo	0	16.00 (PTO Grant/BOE Funds)
11	HPS	2	05-17-18	Thursday	125	10	Warner Theater/Charlotte's Web	0	0.00 (PTO Grant)
12	NES	1	05/17/2018	Thursday	132	10	Warner Theater/Charlotte's Web	0	0.00 (PTO Grant/BOE Field Trip)
13	NES	2	05/17/2018	Thursday	140	14	Warner Theater/Charlotte's Web	0	0.00 (PTO Grant/BOE Field Trip)
14	HPS	1	05-17-2018	Thursday	139	7	Warner Theater/Charlotte's Web	0	0.00 (PTO Grant)
15	SNIS	4	05/22/2018	Tuesday	145	63	Bronx Zoo	0	16.00 (PTO Grant/BOE Funds)
16	SMS	8	05-30-18	Wednesday	335	35	Lake Compounce Bristol CT	TBD	\$38.55



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

ITEM OF INFORMATION

11D

TO: Joshua D. Smith, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: February 23, 2018
RE: Town of New Milford Audit Report dated June 30, 2017

On Wednesday, February 14, 2018, the independent Auditor's report was presented by Mahoney Sabol during the Board of Finance meeting. An electronic copy in PDF format has been provided. The important highlights of this Audit report can be found below.

Weakness / Deficiency

- There were zero (0) material weaknesses identified for the Board of Education.
- There were zero (0) deficiencies identified for the Board of Education.

Expenses

- BOE expenses in 16/17 account for 68.1% of the total expenditures for all New Milford Governmental Activities (page #10).

Fund balance at 16/17 FYE

- The budget surplus at the end of 16/17 for the BOE is \$194,315 or 0.32% of the original budget in the amount of \$61,686,660 (page #24).

Internal Service Fund

- The fund balance of the Internal Service Fund shown is \$3,683,667 as of June 30, 2017 (page #20).

Capital Reserve Fund

- The fund balance of the BOE Capital Reserve shown is \$1,123,466 as of June 30, 2017 (page #90).

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



New Milford Public Schools
Facilities Department
386 Danbury Road
New Milford, CT 06776
860) 354-6265
FAX (860) 210-2233

MEMORANDUM

To: Joshua Smith, Superintendent of Schools
From: Kevin Munrett, Facilities Director
Date: February 23, 2018
Re: Fuel Tank Report

The following is an update to information provided in the Fuel Tank Report memo dated February 9, 2018 that was provided to the Facilities Sub-Committee on February 13, 2018.

- The registration process with the Connecticut Department of Energy and Environmental Protection (DEEP) is nearly complete. All tanks are now in their system. We have received new ID numbers (as needed) per location. The “old” high school (SNIS) and “new” high school (NMHS) tanks and addresses, which were not correct in DEEP records, have been clarified. An authorized eFiling user account name and password for the district have been created and we are in the process of printing, signing and “snail mailing” the Signatory Authorization Form to the DEEP as required. This process takes time, but it is allowing us to clean up our compliance issues.
- Suggested next steps include going out to bid to solicit for proposals to replace 3 oil tanks at 3 locations (HPS, CO and SNIS). Lead-time on oil tanks of this size is 6-14 weeks. The longer we wait, the longer the lead time becomes. Most schools/municipalities are going out to bid at this point in order to be able to replace their tanks during the summer. Should we become audited by DEEP, having our records updated and conducting a solicitation for proposals will reflect well on our intentions to remedy our situation, and should mitigate the likeliness of fines or undue attention.

NEW MILFORD, CT

Present: Mr. J.T. Schemm, Chairperson
Mr. Joseph Failla (arrived at 6:53 p.m.)
Mrs. Tammy McInerney
Mr. Bill Dahl, Alternate

Absent: Mrs. Wendy Faulenbach

Also Present: Mr. Joshua Smith, Superintendent
Ms. Alisha DiCorpo, Assistant Superintendent
Ms. Ellamae Baldelli, Director of Human Resources

<p>1.</p>	<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 Mr. Schemm. Mr. Dahl was seated as an alternate.</p>	<p>Call to Order</p>
<p>2.</p>	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	<p>Public Comment</p>
<p>3.</p>	<p>Discussion and Possible Action</p> <ul style="list-style-type: none"> Mr. Schemm said the original goal for this meeting was to begin a review of policy series 1000 but changes in statute have led to needed revisions. He said he is thinking in the future it might be wise to leave the October and February meeting agendas open for statute changes since that is typically when they occur. <p>A. Policies Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311:</p> <ol style="list-style-type: none"> 4112.5/4212.5 Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers <ul style="list-style-type: none"> Mr. Smith said this revision amends the "Pass the Trash" law by defining former employer 	<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> <ol style="list-style-type: none"> 4112.5/4212.5 Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers

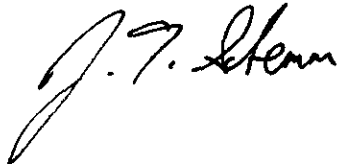
	<p>and clarifying the employer look back period to be twenty years. It also clarifies some definitions when doing the checks. He said it is helpful to increase communications among districts when hiring.</p> <ul style="list-style-type: none"> • Ms. Baldelli said eventually there is supposed to be a central database at the state level where information will be entered and stored. <p>Mr. Failla joined the meeting at 6:53 p.m.</p> <ul style="list-style-type: none"> • Mr. Schemm said he appreciated the emphasis on student safety. He asked about district liability if a check is missed when the district hires someone and there is a subsequent issue. • Mr. Smith said it would probably depend on whether or not the district did due diligence and if the person self-disclosed as they are supposed to do. • Ms. Baldelli said all applicants fill out a form with very specific questions in these areas that is the same from district to district. There is also a release form for DCF contact that the applicant must sign. • Mr. Failla said there is a constant balance between a person's constitutional rights and accusations, and all the district can do is make a good faith effort to screen. <p>2. 4118.112/4218.112 Sexual and Other Unlawful Harassment</p> <ul style="list-style-type: none"> • Mr. Smith said this policy adds veterans to the classes protected legally from harassment. • Mrs. McInerney said she thought it was sad that this was necessary to add at all. In wordsmithing the policy, she noticed that the word "or" needed to be removed in several spots due to the addition of the veteran status. Mr. Smith said the corrections would be made prior to the full Board meeting. <p>3. 5114 Removal/Suspension/Expulsion</p> <ul style="list-style-type: none"> • Mr. Smith referenced changes on pages 5114(c) and 5114(n). He said the committee 	
		<p>2. 4118.112/4218.112 Sexual and Other Unlawful Harassment</p> <p>3. 5114 Removal / Suspension / Expulsion</p>

	<p>has been talking about these legislative changes to suspensions and expulsions for a while. This revision says the district will follow applicable laws and guidelines in defining hours and type of instruction in these cases.</p> <ul style="list-style-type: none">• Mrs. McInerney asked for clarification as to whether compensatory education was required in the case of expulsion for a firearm or drugs in school. Mr. Smith said it is unless the student is over 16 years of age and expelled for the second time. The district is responsible to educate all children.• Mrs. McInerney asked if a student facing expulsion could avoid it by withdrawing. Mr. Smith said the student could make that choice but if the expulsion hearing had been scheduled the new district would be notified of that fact.• Mr. Schemm asked if the format of the compensatory education had been codified by the state.• Ms. DiCorpo said the state had clarified the guidelines in January after committee review and adopted revised, shorter standards from the original ones proposed. The alternate school day is defined as four hours and social emotional guidance is required.• Mr. Smith said we are already providing that in New Milford through a hybrid online learning program which is based at central office. There is a 0.6 teacher overseeing and the intent is to match school learning as best we can while providing additional tutoring and counseling.• Mr. Smith said he agrees with the intent of this statute to protect against an overabundance of expulsions without support. We want our students in our schools where we can help them become successful adults. <p>4. 5157 Use of Physical Force</p> <ul style="list-style-type: none">• Mr. Schemm noted a typo on 5157(c) and Mr. Smith said it would be corrected prior to full Board review.• Mr. Smith said this revision clarifies who needs to receive restraint and seclusion training. Previously people such as cafeteria workers	
		<p>4. 5157 Use of Physical Force</p>

	<p>and custodians were included. Now the district can determine crisis team members for training.</p> <ul style="list-style-type: none"> • Mrs. McInerney asked for clarification as to whether a non-trained person can assist in restraint. Mr. Smith said only trained personnel would participate and they would ensure that includes all appropriate staff. • Mr. Dahl asked if the district has a list of trained personnel and Mr. Smith said they do. • Mr. Schemm asked if the district would have a restraint plan in place by July 2018 as required by the policy and Mr. Smith said they would. There is a plan now; the crisis intervention team is the new piece to be codified, the components are already in place. • Mr. Failla said he would want to ensure that the team is sufficiently large to make sure members would be easily accessible if needed. Mr. Smith said he agreed and that he has had ongoing conversations with Mrs. Olson to make sure they are covering the nuanced student needs in each building. • Mr. Schemm asked if this training includes safety monitors. Mr. Smith said it can but it is an internal choice. So far the district is not including monitors in the training. The focus is on administrators, certified teachers, paraeducators and student care workers. <p>5. 6146.2 Statewide Mastery Examinations</p> <ul style="list-style-type: none"> • Mr. Schemm said he is recommending that this policy be on put on hold pending additional clarification from legal regarding references to CAPT and ELL so that the rewrite can be done all at once. <p>Mr. Dahl moved to bring the following policies to the full Board for approval:</p> <ol style="list-style-type: none"> 1. 4112.5/4212.5 Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers 2. 4118.112/4218.112 Sexual and Other Unlawful Harassment 3. 5114 Removal/Suspension/Expulsion 	<p>5. 6146.2 Statewide Mastery Examinations</p> <p>Motion made and passed unanimously to bring the following policies to the full Board for approval:</p> <ol style="list-style-type: none"> 1. 4112.5/4212.5 Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers
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	<p>4. 5157 Use of Physical Force</p> <p>Motion seconded by Mrs. McNerney.</p> <p>Motion passed unanimously.</p>	<p>2. 4118.112/4218.112 Sexual and Other Unlawful Harassment</p> <p>3. 5114 Removal / Suspension / Expulsion</p> <p>4. 5157 Use of Physical Force</p>
4.	<p>Discussion</p> <p>A. Policy series 1000 – Chairman’s update</p> <ul style="list-style-type: none"> Mr. Schemm said as mentioned previously this review was put on hold as the committee discussed required legislative changes this month. It will go forward in March. Please let him know before the next meeting if there are any specific requests for policies to review within the series. 	<p>Discussion</p> <p>A. Policy series 1000 – Chairman’s update</p>
5.	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	<p>Public Comment</p>
6.	<p>Adjourn</p> <p>Mr. Dahl moved to adjourn the meeting at 7:32 p.m. seconded by Mrs. McNerney and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:32 p.m.</p>

Respectfully submitted:



J.T. Schemm, Chairperson
Policy Sub-Committee

**New Milford Board of Education
Committee on Learning Minutes
February 6, 2018
Lillis Administration Building, Room 2**

Present: Mrs. Tammy McInerney, Chairperson
Mr. Bill Dahl
Mr. Joseph Failla
Mr. J.T. Schemm

Also Present: Mr. Joshua Smith, Superintendent of Schools
Ms. Alisha DiCorpo, Assistant Superintendent of Schools
Mrs. Denise Duggan, Health teacher, New Milford High School
Mr. David Mumma, Physical Education teacher, Sarah Noble Intermediate School
Mr. Matthew Wall, Physical Education teacher, Schaghticoke Middle School

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NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Committee on Learning was called to order at 7:34 p.m. by Mrs. McInerney.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Review and Approval of Curriculum 1. Physical Education K-12 • Ms. DiCorpo welcomed Mr. Failla to his first meeting of the committee and gave him an outline of how to read the new curriculum documents. She gave each committee member a copy of the SHAPE (Society of Health and Physical Educators) America Grade-Level Outcomes for K-12 Physical Education to use as a guide alongside the curriculum. This document is used by many districts, in conjunction with national standards, to guide skill progression. • Mrs. Duggan said the SHAPE America program ties the standards to grade level outcomes and gives a progression for meeting skills by certain	Discussion and Possible Action A. Review and Approval of Curriculum 1. Physical Education K-12

	<p>grade levels. At the K-2 level, this includes such skills as the hop/skip/jump and beginning to use these skills in games, learning fairness and cooperating with others.</p> <ul style="list-style-type: none">• Mr. Dahl asked what intervention is offered to students who do not meet goals. Mrs. Duggan said these students should be helped by the emphasis on skills-based learning, as this will make it easier to identify a student who is struggling.• Mr. Mumma said they offer extracurricular activities before school and will often recommend a struggling student participate. He said activities are offered at different levels and they assign students appropriately. He said there is also feedback from grade to grade for continuity.• Mrs. McInerney asked if students with significant problems get referred to a physical therapist or another interventionist and Mr. Mumma said they do watch for that.• Ms. DiCorpo said a conscious effort has been made to align all grades K-12 with common skills and language for assessment.• Mr. Mumma said this will help to provide student data as well.• Ms. DiCorpo said they are starting to look at how the report card can better show student growth, including in PE.• Mrs. McInerney said she would like to see that especially with the district's emphasis on celebrating growth as well as mastery.• Ms. DiCorpo said they are also looking at the PE assessment skills in the early grades so that they can progress in those areas before reaching the high school testing level.• Mr. Mumma said at the grades 3-5 level, students now apply basic skills to modified games, putting more than one skill together in a non-competitive atmosphere. Often there are small side games going on with multiple strategies, lots of movement. Students begin self-assessing and peer assessing at this level. He said they stress that the students should feel comfortable to make mistakes and fail since they are learning new skills and that	
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	<p>is okay. It is all about building confidence so they can grow.</p> <ul style="list-style-type: none">• Mr. Wall said at the middle school level, he sees students twice every six days. Students have units on individual team sports, fitness and dance, and games. Fitness testing is included in grades 6 and 8. In grade 7, students set their own fitness goal based on their biggest need as determined by a pre-test.• Mr. Failla asked if there is a moving away from competitive activities. Mr. Wall said that there are both competitive and non-competitive activities. Mr. Failla said he was glad to hear that because he was concerned that competition could be lost at this level, as students will need it at the high school level.• Mr. Wall said SMS does have intramurals that require tryouts and our students compete against other middle school students. Ms. DiCorpo stated that cooperation is a workplace/college readiness skill and incorporating this common core standard across all content areas helps students to learn and value others' perspectives while learning how to work together.• Mr. Smith echoed what Ms. DiCorpo stated and said cooperative games are important as well since they build the collaborative skills that students will eventually need in the workplace. That being said, many of the cooperative games also have a level of competition included.• Mr. Wall said competitive games are helpful in that area as well, as students learn the socialization of how to act when they win and when they lose.• Ms. DiCorpo said high school athletics is doing a lot of work in that area and received a sportsmanship award last year.• Mr. Dahl asked if seeing students twice in six days met the state recommendation and Mr. Wall said it does not, the state recommends three times a week, but it is not a requirement. Mr. Dahl said he would like to see an increase in students' time in PE. Mr. Smith said that would require more staff.• Mr. Mumma presented for Mr. Arnaukas who	
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	<p>wrote the high school curriculum. He said at the high school level, activities are grouped into lifetime, recreational, and team sports. Students are offered choices of activities within each unit. Some activities offered include archery, aerobics, basketball, flag football, circuit training, golf, yoga cycling and walking, as examples. Walking has turned out to be very popular and students who might not have participated do so willingly. Participation has increased in general with choice.</p> <ul style="list-style-type: none">• Ms. DiCorpo said a conscious decision was made not to require students to switch activities if they did not wish to. Students are allowed to stick with an activity they may really like, with the idea that it may lead to a lifetime activity or career path, eventually.• Mr. Dahl asked if there was any alternative program at the high school to excuse a student from PE, for example a student who is a competitive skater and spends hours outside of school on training. Ms. DiCorpo said the state does not allow one. Mr. Dahl said he thought that was too bad as it would open up room for students who need extra help.• Mr. Failla said he thinks fitness is very important for society and that is one of the reasons he is against any kind of pay to play program.• Mr. Smith said the progression is designed to create a lifelong fitness path. It encourages students to keep options open at this stage versus specialization and to push the boundaries of their interest.• Mr. Schemm said he was very impressed by the innovation of the PE program and the list of choices. He is happy to see the connections of competition, health and wellness. <p>Mr. Dahl moved to bring the following curricula:</p> <ol style="list-style-type: none">1. Physical Education K-12 <p>to the full Board for approval, seconded by Mr. Schemm and passed unanimously.</p>	<p>Motion made and passed unanimously to bring the following curriculum to the full Board for approval:</p> <ol style="list-style-type: none">1. Physical Education K-12
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4.	Public Comment <ul style="list-style-type: none">• There was none.	Public Comment
5.	Adjourn <p>Mr. Schemm moved to adjourn the meeting at 8:28 p.m., seconded by Mr. Dahl and passed unanimously.</p>	Adjourn <p>Motion made and passed unanimously to adjourn the meeting at 8:28 p.m.</p>

Respectfully submitted:



Tammy McInerney, Chairperson
Committee on Learning

**New Milford Board of Education
Facilities Sub-Committee Minutes
February 13, 2018
Lillis Administration Building—Room 2**

Present: Mr. Brian McCauley, Chairperson
Mrs. Angela C. Chastain
Mr. Bill Dahl
Mr. Joseph Failla, Alternate

Absent: Mrs. Eileen P. Monaghan

Also Present: Mr. Joshua Smith, Superintendent
Mr. Kevin Munrett, Facilities Director
Ms. Alisha DiCorpo, Assistant Superintendent
Mr. Anthony Giovannone, Director of Fiscal Services and Operations
Ms. Roberta Pratt, Director of Technology
Ms. Ellamae Baldelli, Director of Human Resources

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2018 FEB 15 17 19:01
NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. McCauley.	Call to Order
2.	Public Comment • There was none	Public Comment
3.	Discussion and Possible Action A. Fuel Tank Report <ul style="list-style-type: none"> Mr. Munrett referenced a memo sent to Board members on February 9, 2018 which detailed the evolution of the fuel tanks' status. At this time, the district is aware of three underground tanks approaching their 30 year limit which will need to be replaced. Mrs. Chastain asked for the specific age. Mr. Smith said the tanks at HPS and SNIS are 29 years old and the age of the Lillis tank is unknown at this time. The SNIS tank has oil in it from 1999 and the district has started to burn it for heating so as not to incur a \$1.50 per gallon fee to remove the oil. Mrs. Chastain asked if the replacement statute applies to all municipalities. Mr. Munrett said it is for non-residential locations. 	Discussion and Possible Action A. Fuel Tank Report

- Mrs. Chastain said she was disappointed that this was not addressed at budget planning. Mr. Munrett said it was an unknown factor at that time. It was only when the district began doing the pressure testing for the tanks that the lack of records and age of the tanks became known. He said the district is still in the investigative stage now.
- Mr. Smith said the process started in October at a CIRMA meeting where a benign question was asked at the end of the meeting regarding whether or not the tanks had been pressure tested.
- Mrs. Chastain said as late as December the cost estimate relating to oil tanks was \$7,000. Mr. Smith said that figure was connected to smaller repairs. It was when the contractor began the project and research into the records that the age became an issue. The district is working with DEEP but there is still confusion; the SNIS tank for example was improperly labeled when the renovation was completed. The scope of the problem only started to become clear in a conference call he and Mr. Munrett had with the contractor on January 25, 2018.
- Mr. Smith said, based on current information, the district has until January 1, 2019 to remove the tanks. After that, the tanks would be in violation and could be subject to a \$10,000 per day penalty. This is the beginning of a conversation for steps to take going forward, including possible ways to fund the removal/replacements.
- Mr. Dahl asked for the estimated cost and if the soil would be tested at that time too. Mr. Munrett said it would be. He said he had gone through past heating bills and it appears that they are not leaking. The estimated cost is \$100,000 per tank and would include testing, removal and a new tank.
- Mrs. Chastain asked about other school tanks. Mr. Smith said NES was replaced ten years ago. SMS had a report from 1993 and HPS was listed as from 1989 on the DEEP registry.

<p>Mr. Dahl moved to bring the Fuel Tank Report to the full Board for discussion.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>B. Thermal Scan/Roof Report</p> <ul style="list-style-type: none"> • Mr. Munrett said he did not have the full report yet. Preliminary findings show SNIS has several wet surfaces identified in the infrared scan. The roof is of varied age, as it was not completely replaced when renovated. The NES roof is old but shows no major issues. The high school is now 18 years old and beginning to show some age. He said he would be coming back to the Board for guidance once the final report is received. • Mr. Dahl asked about aluminum roofing and Mr. Munrett said it is good for longevity. <p>Mr. McCauley seated Mr. Failla from the audience as an alternate at 7:02 p.m.</p> <ul style="list-style-type: none"> • Mr. Dahl asked if the SNIS roof would be a replacement. Mr. Munrett said he expected that portions would be a retrofit vs full replacement. • Mr. Smith said the actual roof scans with cost estimates are still to come and that they should be received over the next few weeks. • Mr. Failla asked to speak regarding the fuel tanks since he had just been seated. He said he too is concerned with the timing issue in relation to budget, as \$300,000 is an incredible potential exposure that was not caught in budget planning. He said it does not bode well for the capital reserve and if we ask the town for bonding they will wonder why this expense showed up without warning. • Mr. Smith said he will keep the Board updated every step of the way going forward. The tanks are not leaking so we are not at a critical stage and have time to plan. • Mrs. Chastain said this expense is not coming 	<p>Motion made and passed unanimously to bring the Fuel Tank Report to the full Board for discussion.</p> <p>B. Thermal Scan/Roof Report</p>
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	<p>at a good time and suggested legal be consulted regarding possible exemptions and/or extensions. She said the law had just changed to 40 years for removal and perhaps we can use that.</p> <ul style="list-style-type: none"> • Mr. Smith said they are still gathering information and that other municipal buildings may be impacted as well. • Mr. Dahl said he was concerned about the lack of records and he wondered if there were other issues that could be problematic of which we are not aware. • Mr. Munrett said we have been making strides in other areas, such as asbestos compliance and playground inspections. • Mr. Smith said they are talking to other Facilities directors regarding checklists and looking for other areas that may not be on a regular review cycle. • Mr. Failla said he understood that unusual circumstances come up and asked that the Board members be kept in the loop so that they understand and can explain. He acknowledged that there is lots of property and old buildings involved. <p>Mr. Dahl moved to bring the Thermal Scan/Roof Report to the full Board for discussion.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the Thermal Scan/Roof Report to the full Board for discussion.</p>
4.	Items of Information	Items of Information
A.	Winter Update <ul style="list-style-type: none"> • Mr. Munrett said this winter has been on the rough side and his crew has been doing a terrific job with snow and ice removal. He said they watch the overtime budget closely, but it is a challenge each storm. Some repairs have also been necessary. • Mr. Failla asked if sand and salt come from town supplies. Mr. Munrett said for the parking 	A. Winter Update

	<p>lots. Walkway treatments are purchased separately as they are a different mix.</p> <ul style="list-style-type: none"> • Mr. McCauley said he has been impressed with the work of the department around storms. <p>B. Fire Hydrant Update</p> <ul style="list-style-type: none"> • Mr. Munrett said the annual testing is complete. Hydrants at SNIS and SMS will be replaced during April break at a cost of approximately \$7-8,000 total. Mr. Smith said these will be funded through a reprioritizing of other projects in the Facilities budget. 	B. Fire Hydrant Update
5.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	Public Comment
6.	<p>Adjourn</p> <p>Mr. Dahl moved to adjourn the meeting at 7:23 p.m., seconded by Mr. McCauley and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:23 p.m.</p>

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Minutes
February 13, 2018
Lillis Administration Building—Room 2**

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2018 FEB 15 P 9:00
NEW MILFORD, CT

Present: Mrs. Wendy Faulenbach, Chairperson
Mrs. Angela C. Chastain
Mr. Brian McCauley
Mr. Bill Dahl, Alternate

Absent: Mrs. Eileen P. Monaghan

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

1.	Call to Order The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mrs. Faulenbach. Mr. Dahl was seated as an alternate in the absence of Mrs. Monaghan.	Call to Order
2.	Public Comment <ul style="list-style-type: none">There was none.	Public Comment
3.	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence <ul style="list-style-type: none">Ms. Baldelli said she would have a revised Exhibit A for the full Board meeting on February 27th. Mr. Dahl moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval. Motion seconded by Mr. McCauley. Motion passed unanimously. B. Monthly Reports 1. Budget Position dated 1/31/18	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval. B. Monthly Reports 1. Budget Position dated 1/31/18

<p>2. Purchase Resolution D-707 3. Request for Budget Transfers</p> <ul style="list-style-type: none"> • Mr. McCauley asked for detail on the transfer of \$154,261 out of the certified salary account. Mr. Giovannone said that was a combination of items over the last several months and he would provide the detail. • Mrs. Faulenbach referenced the \$9,981 for security camera equipment listed on the purchase resolution and asked how much was left of the amount designated in the capital plan. Mr. Munrett said he would check with Mr. Giovannone and provide the detail. • There were no questions regarding budget transfers. <p>Mr. McCauley moved to bring the monthly reports: Budget Position 1/31/18, Purchase Resolution D-707 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mr. Dahl.</p> <p>Motion passed unanimously.</p> <p>C. Gifts & Donations</p> <p>1. PTO – Exhibit B 2. Lowe’s Toolbox for Education Program</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said the Board was very appreciative of these gifts. She asked if the Lowe’s grant was received every year. Ms. DiCorpo said this is the first year SMS has applied. <p>Mr. Dahl moved to bring Gifts and Donations to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p>	<p>2. Purchase Resolution D-707 3. Request for Budget Transfers</p> <p>Motion made and passed unanimously to bring the monthly reports: Budget Position dated 1/31/18, Purchase Resolution D-707, and Request for Budget Transfers to the full Board for approval.</p> <p>C. Gifts & Donations</p> <p>1. PTO – Exhibit B 2. Lowe’s Toolbox for Education Program</p> <p>Motion made and passed unanimously to bring Gifts and Donations to the full Board for approval.</p>
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<p>4.</p>	<p>Items of Information</p> <p>A. Substitute Listing</p> <ul style="list-style-type: none"> • Ms. Faulenbach asked for confirmation that this list is provided twice a year. Ms. Baldelli said yes, typically in October and February. • Mr. Dahl asked if substitutes are automatically considered for open positions or if they had to apply if interested. Ms. Baldelli said they need to apply, but often they are aware of substitutes who may match needs and pass that information on to principals. She said the district has hired substitutes in the past as teachers and tutors. <p>B. Important Dates New Milford Public Schools 2018-2019</p> <ul style="list-style-type: none"> • Mr. Smith said this list is traditionally released in February prior to the full calendar, in order to help parents with vacation planning. • Mrs. Faulenbach asked if it would be posted on the district website and Mr. Smith said yes, after the full Board meeting. <p>C. Town of New Milford Audit Report dated June 30, 2017</p> <ul style="list-style-type: none"> • Mr. Giovannone said the auditors will be presenting this report at a joint meeting of the Town Council and Board of Finance on February 14. He expects to send out a synopsis and full pdf prior to the full Board meeting. There are no material weaknesses or deficiencies on the Board side. • Mrs. Faulenbach asked if there was any comment on the reconciliation that had been questioned in past years and Mr. Giovannone said there was not. <p>D. Fuel Tank Report</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said she was aware that this 	<p>Items of Information</p> <p>A. Substitute Listing</p> <p>B. Important Dates New Milford Public Schools 2018-2019</p> <p>C. Town of New Milford Audit Report dated June 30, 2017</p> <p>D. Fuel Tank Report</p>
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	<p>topic was discussed at tonight's Facilities meeting and asked why it was on the Operations agenda. Mr. Smith said that there will be financial implications going forward.</p> <ul style="list-style-type: none">• Mrs. Faulenbach said she was in the audience at Facilities so heard the discussion. She mirrored many of the thoughts expressed: if the repair needs to happen then the Board needs to do it by exploring the best way to handle an unexpected \$300,000 bill. She said the KG&D report to the Board in September regarding the Lillis Building was termed comprehensive and references that the tank is over 25 years old. She wondered why that was not flagged as an issue in the report.• Mr. Munrett said the KG&D report was an ADA study and the mechanical system piece was not all inclusive but focused only in relation to how they would be impacted by any ADA adjustments.• Mrs. Faulenbach said she echoes Mrs. Chastain's comments regarding working something out with the state. Other municipalities are having similar issues so there must be some discussions taking place.• Mrs. Faulenbach said she was aware that three copies of the registration form must be filed when putting in a tank with the owner, state and fire marshal each getting a copy. She asked if the fire marshal had been contacted for records. Mr. Munrett said he had gone through the Building department who approached the fire marshal's office and they do not have any records.• Mrs. Faulenbach reiterated other committee members' comments about the need to look on a larger scope at our buildings going forward to prevent surprises such as this going forward.• Mr. McCauley said he was glad that the issue was discovered before we were out of compliance at least.• Mr. Smith said they are providing the best knowledge they have currently and will keep informing the Board as we move forward and	
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	<p>find out more details. He said the DEEP had been responsive and receptive and that it helps that the district went to them about the issue.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked if the district could go back to KG&D, who have already been paid, for additional consultation. Mr. Munrett said this is a different contractor now who specializes in tank replacement. Mrs. Faulenbach said the Board needs answers to inform conversations about capital reserve, bonding and the like. • Mrs. Chastain asked if the Mayor was made aware of the issue. Mr. Smith said he alerted him last Friday that this was an agenda item. • Mrs. Faulenbach asked for a timeline if the tanks had to be replaced by January 2019 and the town was interested in bonding. • Mr. Smith said that if it was just the tanks then bonding probably would not make sense. He said that there are multiple discussions regarding town facilities happening now, including the establishment of a committee for the JPCC. If roofs and/or other municipal building projects are tied in, bonding may be more of an option. Regarding the tank project, if bids are awarded in April or May, the projects could be completed in July or August, perhaps as far as into September. • Mr. Dahl suggested the first step would be to contact the state regarding a possible waiver. Mr. Smith said they would be exploring options and he welcomed conversation and input. • Mrs. Faulenbach asked for clarification on the CIRMA request about the tanks. Mr. Smith said it was a footnote at the end of a 90 minute meeting, asked as part of a checklist, and related only to whether or not they had been pressure tested. 	
5.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	Public Comment

<p>6.</p> <p>A.</p>	<p>Discussion and Possible Action (Executive Session anticipated)</p> <p>Proposed draft contract with Sherman</p> <p>Mr. McCauley moved that the Committee enter into Executive Session to discuss the proposed draft contract with Sherman and invite into the session Superintendent Joshua Smith, seconded by Mr. Dahl and passed unanimously.</p> <p>The Committee and Mr. Smith entered executive session at 8:02 p.m.</p> <p>The Committee returned to public session at 8:19 p.m.</p> <p>Mr. Dahl moved to bring the proposed draft contract with Sherman to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p>	<p>Discussion and Possible Action (Executive Session anticipated)</p> <p>A. Proposed draft contract with Sherman</p> <p>Motion made and passed unanimously that the Committee enter into Executive Session to discuss the proposed draft contract with Sherman and invite into the session Superintendent Joshua Smith.</p> <p>Motion made and passed unanimously to bring the proposed draft contract with Sherman to the full Board for approval.</p>
<p>7.</p>	<p>Adjourn</p> <p>Mrs. Chastain moved to adjourn the meeting at 8:20 p.m. seconded by Mr. McCauley and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:20 p.m.</p>

Respectfully submitted:



Wendy Faulenbach, Chairperson
 Operations Sub-Committee



Office of Superintendent of Schools
50 East Street
New Milford, Connecticut 06776

FOR RELEASE

TO: New Milford Public Schools Board of Education
FROM: Joshua D. Smith, Superintendent of Schools
Date: February 27, 2018
RE: Security Overview from Executive Session on February 27, 2018

On Tuesday, February 27, 2018 the Board of Education met in executive session to be briefed and updated on safety protocols in the district. Preparedness and precautionary measures, including but not limited to the following topics were discussed:

Human Capital

- Board Policy 4112.5/4212.5
Personnel-Certified/Non-Certified
Criminal History Inquires and
Employment Reference Checks
- Board Policy 1212 Community
Relations-School Volunteers
- Background Checks
- Administrator Training
- School Resource Officers - 1 full
time at NMHS and 2 shared at the
other 4 school locations
- Annual Drills
- Safety Teams
- Safety Monitors
- Collaboration with Police
Department
- Community Collaboration

Communication Tools and Resources

- Phone
- Internet
- School Messenger
- Walkie-Talkie
- Crisis Manual
- Identification Badges
- Backup power and Generators
- Tip Line – to be released March
2018

Facilities

- Cameras
- Alert Systems
- Windows and Doors
- Gates and Perimeter

At the end of each Fiscal Year in the month of June an Annual Emergency Preparedness report is provided to the Board of Education. Attached please find the last report given on June 6, 2017 in accordance with Board Policy 3516.3.

Sincerely,
Joshua D. Smith
Superintendent of Schools



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. 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 and with appropriate server storage and backup.

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

Business/Non-Instructional Operations

Safety

The safety of students and staff is an integral part of the educational program of the New Milford Public Schools. Violence prevention, crisis and emergency response, fire prevention, traffic and pedestrian safety, driver education, maintenance of buildings, grounds and equipment, accident record keeping, and other potential safety issues shall be addressed by a written school security and safety plan.

School Security and Safety Plans

Development of school security and safety plans will involve local officials from town, police, fire, public health, emergency management and emergency medical services and be based upon the standards developed by the Department of Emergency Services and Public Protection.

School Security and Safety Committee

Each school shall have a security and safety committee to assist in the development and annual review of the school security and safety plan. The committee shall include the following:

- An administrator employed at the school
- A teacher employed at the school
- A mental health professional
- A parent or guardian of a student enrolled in the school
- A local police officer
- A local first responder
- A school custodian
- A school nurse
- Other persons the Superintendent or designee deems necessary (such as local emergency management director, local public health director, information technology director)

The term “mental health professional” refers to guidance counselors, school social workers, school psychologists, school nurses and child mental health specialists in community mental health centers and child guidance clinics.

Any parent or guardian serving as a member of a school security and safety committee shall not have access to confidential student information protected by state and federal law.

Business/Non-Instructional Operations

Safety

Required Elements of School Security and Safety Plans

Each school security and safety plan will include the following elements:

1. Crisis management procedures and procedures for managing various types of emergencies;
2. A command center organization structure based on the National Incident Management System (NIMS) including Incident Command System (ICS) and a description of the responsibilities of the different parts of the command structure;
3. Use of the format of the All-Hazards School Security and Safety Plan Template as released and revised by DEMHS, including the use of standard terminology;
4. A reference kit available to first responders;
5. A security and vulnerability assessment for each school every two years and amendment of the school security and safety plans based on the results of such assessment;
6. Safe School Climate Committees (which are different from School Security and Safety Committees) will collect, evaluate and report information relating to instances of disturbing or threatening behavior that may not meet the definition of bullying to the safe school climate coordinator and school security and safety committee;
7. Training and orientation on the school security and safety plan and violence prevention training to each school employee in a manner that will give the school community and municipal officials an understanding of the need for unified planning, preparedness and response;
8. Annually, the Board of Education shall review and update as necessary, a school security and safety plan for each school and submit such plans to the Department of Emergency Services and Public Protection (DESPP);
9. Local law enforcement and public safety officials will evaluate, score, and provide feedback on fire and crisis response drills. The term "officials" includes the local emergency management director, fire marshal, building inspector and emergency medical services representative;
10. Annually by July 1st, the Board shall submit a report to the Division of Emergency Management and Homeland Security (DEMHS) Regional Coordinator regarding the types, frequency and feedback related to the fire and crisis response drills. This report will provide an opportunity for the development of best practices;

Business/Non-Instructional Operations

Safety

Required Elements of School Security and Safety Plans (continued)

11. School security and safety plans shall be made an annex to the Town's Local Emergency Operations Plan filed annually with DESPP/DEMHS according to state law.

The Superintendent of Schools shall implement this policy and provide an annual report to the Board of Education summarizing the district's activities regarding school security and safety.

Legal References: Conn. Gen. Stat.

28-7 Local and joint organizations: Organization; powers; temporary aid
10-222k District safe school climate coordinator. Safe school climate specialist. Safe school climate committee
10-222m School security and safety plans. School security and safety committees
10-222n School security and safety plan standards
10-231 Fire drills. Crisis response drills
"School Security and Safety Plan Standards" Version 1.0, DESPP/DEMHS

Policy adopted: June 11, 2002
Policy revised: June 10, 2008
Policy revised: March 8, 2011
Policy revised: May 13, 2014
Policy revised: June 10, 2014

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut