

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

**BOARD OF EDUCATION**  
**MEETING NOTICE**

<b>DATE:</b> July 17, 2018
<b>TIME:</b> 7:30 P.M.
<b>PLACE:</b> Sarah Noble Intermediate School – Library Media Center

**AGENDA**

**New Milford Public Schools Mission Statement**

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

**1. CALL TO ORDER**

A. Pledge of Allegiance

**2. PUBLIC COMMENT**

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

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

**3. PTO REPORT**

**4. STUDENT REPRESENTATIVES' REPORT**

**5. APPROVAL OF MINUTES**

- A. Approval of the following Board of Education Meeting Minutes
  - 1. Regular Meeting Minutes June 19, 2018
  - 2. Special Meeting Minutes June 21, 2018

**6. SUPERINTENDENT'S REPORT**

**7. BOARD CHAIRMAN'S REPORT**

**8. 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. McNerney
- E. EdAdvance – Mrs. Monaghan
- F. Connecticut Boards of Education (CABE) – Mr. Lawson
- G. Negotiations Committee – Mrs. Faulenbach
- H. Magnet School – Mrs. Monaghan



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**9. DISCUSSION AND POSSIBLE ACTION**

**A. Policies for Second Review**

- 1. 1000 Concept, Goals and Roles in Community Relations
- 2. 1112 News Media Relationships
- 3. 1112.5 Media Access to Students
- 4. 1120 Public Participation at Board of Education Meetings
- 5. 9321 Time, Place and Notification of Meetings

**B. Gifts & Donations**

- 1. IBM Research
- 2. Weston Public Schools

**C. ESS/Source4Teachers**

**D. Recommended Adjustment to the 2018-2019 Board of Education Adopted Budget**

**10. ITEMS FOR INFORMATION AND DISCUSSION**

**A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated July 17, 2018**

**B. Monthly Reports**

- 1. Budget Position
- 2. Purchase Resolution: D-712
- 3. Request for Budget Transfers

**C. Security Grant Reimbursement Update**

**D. OCR Update**

**E. Summer Projects Update**

**11. EXECUTIVE SESSION (Anticipated)**

**A. Discussion of Superintendent’s contract term and related provisions**

**12. DISCUSSION AND POSSIBLE ACTION**

**A. Discussion and possible action regarding Superintendent’s contract term and related provisions**

**13. ADJOURN**

Policy Sub-Committee Meeting August 7, 2018 – 6:45 p.m. Lillis Administration Building, Room 2	Operations Sub-Committee Meeting August 14, 2018 – 7:30 p.m. Lillis Administration Building, Room 2
Committee on Learning Meeting August 7, 2018 – 7:30 p.m. Lillis Administration Building, Room 2	New Milford Board of Education Regular Meeting August 21, 2018 – 7:30 p.m. Sarah Noble Intermediate School, LMC
Facilities Sub-Committee Meeting August 14, 2018 – 6:45 p.m. Lillis Administration Building, Room 2	

**New Milford Board of Education  
 Regular Meeting Minutes  
 June 19, 2018  
 Sarah Noble Intermediate School Library Media Center**

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
Absent:	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 Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School Dr. Christopher Longo, Principal, Schaghticoke Middle School Mrs. Susan Murray, Principal, Northville Elementary School Mr. Greg Shugrue, Principal, New Milford High School  Ms. Elizabeth Meskill, Student Representative Mr. Gregory Winkelstern, Student Representative
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1. A.	<b>Call to Order</b> <b>Pledge of Allegiance</b>  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.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b>
2.	<b>Public Comment</b>  <ul style="list-style-type: none"> <li>• There was none.</li> </ul>	<b>Public Comment</b>
3.	<b>PTO Report</b>  <ul style="list-style-type: none"> <li>• Mr. Lawson recognized Mrs. Lewis for her three years of service as Town-wide PTO President.</li> </ul>	<b>PTO Report</b>

Regular Meeting Minutes

June 19, 2018

Sarah Noble Intermediate School Library Media Center

- Kathleen Lewis, PTO President, said it is difficult to give a full overview of the year as there are so many volunteers, events, assemblies, field trips and fundraisers.
- The PTO has 65 volunteers who serve on the boards for the PTO and approximately 500 volunteers. They have sponsored over 60 events during and after school. Twelve lucky seniors received a \$1,000 scholarship from the PTO.
- Once again this year, they have given over \$100,000 to the schools. These funds were used for field trips, assemblies, family & staff events and hardships, to name a few.
- Mrs. Lewis is most proud of how the PTOs work together. They share ideas and brainstorm on ways to make events and fundraisers more successful.
- The PTOs have worked with the administrators to organize events such as slide show presentations and Bingo for Books. When the 1st and 2nd grade students' field trip was canceled due to weather, both elementary school PTOs worked with administration to put together a trip for the young students.
- This Saturday graduating seniors will experience the Grad Party. This committee of 14 works all year to raise over \$20,000 for the event and will give away over \$6,000 in prizes. Starting on Friday, over 200 parents will decorate and volunteer until early Sunday morning. NMHS is transformed into a huge playground for young adults. The doors are open to the public on Saturday from 10:00 a.m. until noon.
- Mrs. Lewis has served as the Town-wide President for three years. She thanked all of the parents, staff, administrators and the BOE for all of their support. They all have one common goal and that is to do what is best for the children.
- Mrs. Lewis introduced Mrs. Mandi MacDonald, the new Town-wide President. Mrs. MacDonald currently has a child in each school.
- She wished everyone a wonderful summer.

	<ul style="list-style-type: none"> <li>Mrs. MacDonald acknowledged Mrs. Lewis' good work on behalf of the PTO.</li> </ul>	
<b>4.</b>	<p><b>Student Representative's Report</b></p> <ul style="list-style-type: none"> <li>An ice cream social was held on June 6th for high and highest honor roll students.</li> <li>The senior class held a class picnic at Harrybrooke Park.</li> <li>That same night specialty awards were announced.</li> <li>Seniors have been taking their exams for the past two weeks.</li> <li>Wednesday is graduation practice. Graduation is June 23rd at the O'Neill Center at 2 p.m. The grad party starts at 9 p.m.</li> <li>Underclassmen exams start Friday.</li> <li>The marching band and color guard held first night with upcoming students.</li> <li>The Piper, the school's literary magazine, will be out Wednesday - last year the magazine took second place in the State.</li> <li>Mr. Winkelstern thanked the Board for the opportunity to serve.</li> </ul>	<p><b>Student Representative's Report</b></p>
<b>5.</b>	<p><b>Approval of Minutes</b></p> <p><b>A. Approval of the following Board of Education Meeting Minutes:</b></p> <p><b>1. Special Meeting Minutes May 22, 2018</b></p> <p><b>Mr. Dahl moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes May 22, 2018, seconded by Mrs. Faulenbach and passed 7-0-1.</b>  <b>Aye: Mr. Dahl, Mr. McCauley, Mrs. McInerney, Mr. Lawson, Mr. Failla, Mrs. Chastain, Mrs. Faulenbach</b>  <b>Abstain: Mrs. Monaghan</b></p>	<p><b>Approval of Minutes</b></p> <p><b>A. Approval of the following Board of Education Meeting Minutes:</b></p> <p><b>1. Special Meeting Minutes May 22, 2018</b></p> <p><b>Motion made and passed to approve the following Board of Education Meeting Minutes: Special Meeting Minutes May 22, 2018.</b></p>

	<p><b>2. Special Meeting Minutes May 29, 2018</b></p> <p><b>Mr. Dahl moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes May 29, 2018, seconded by Mr. McCauley and passed 6-0-2.</b>  <b>Aye: Mr. Dahl, Mr. McCauley, Mrs. Monaghan, Mrs. McInerney. Mr. Lawson, Mr. Failla</b>  <b>Abstain: Mrs. Chastain, Mrs. Faulenbach</b></p>	<p><b>2. Special Meeting Minutes May 29, 2018</b></p> <p><b>Motion made and passed to approve the following Board of Education Meeting Minutes: Special Meeting Minutes May 29, 2018.</b></p>
<p><b>6.</b></p>	<p><b>Superintendent's Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith noted there are still two weeks of school left in June.</li> <li>• Last week there was a Regional Efficiencies meeting to discuss SPED transportation. They are trying to determine where students are placed and if there is a way to collaborate on transporting them to provide savings.</li> <li>• Graduation for the Class of 2018 is Saturday at 2 p.m. at the O'Neill Center.</li> <li>• The last official day of school is June 28th.</li> <li>• If the budget is approved in today's referendum the Board will have a special meeting on Thursday to set the needed reductions.</li> <li>• Mr. Smith said this was the first time the senior picnic was held at Harrybrooke Park. He said the idea was to do something unique and this seemed very successful.</li> <li>• The Grad Night party has kept children safe after graduation for decades and he thanked the PTO for their support and donations.</li> </ul>	<p><b>Superintendent's Report</b></p>
<p><b>7.</b></p>	<p><b>Board Chairman's Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson noted the polls were about to close and asked Board members to be on standby for a special meeting this week.</li> <li>• Mr. Lawson asked Board members to attend graduation if possible.</li> </ul>	<p><b>Board Chairman's Report</b></p>

<p><b>8.</b></p>	<p><b>Committee And Liaison Reports</b></p> <p><b>A. Facilities Sub-Committee – Mr. McCauley</b></p> <ul style="list-style-type: none"> <li>Mr. McCauley said Thomas King, who is an Eagle Scout, brought his proposed project for NES to the subcommittee. They also heard about summer projects including asbestos abatement and security enhancements. There was a damage update which mostly effected the high school and Hill and Plain. They are working with the insurance carrier on this. The fuel tank for Hill and Plain has been ordered.</li> </ul> <p><b>B. Operations Sub-Committee – Mrs. Faulenbach</b></p> <ul style="list-style-type: none"> <li>Mrs. Faulenbach said most of the items are on tonight's agenda. She said there are cost factors on line items as the fiscal year winds down. There was an unexpected \$25,000 fire alarm panel bill due to storm damage. They discussed gifts and donations and bids and grants. The transportation contract with All Star Transportation was discussed. The contract the Board has should be corrected to say 2018 as a start date for this five year contract. The retirement incentive for administrators was discussed. They had reports on emergency preparedness, wellness and the five year capital plan. They also discussed budget adjustments and excess cost payments.</li> </ul> <p><b>C. Policy Sub-Committee – Mr. Schemm</b></p> <ul style="list-style-type: none"> <li>Mr. Lawson reported for Mr. Schemm that there is one policy for approval and five for first review on tonight's agenda.</li> </ul> <p><b>D. Committee on Learning – Mrs. McInerney</b></p> <ul style="list-style-type: none"> <li>Mrs. McInerney said all curriculum for the year is done and none will be started again until January/February of 2019 to work out a new structure. They heard two presentations, one on</li> </ul>	<p><b>Committee And Liaison Reports</b></p> <p><b>A. Facilities Sub-Committee</b></p> <p><b>B. Operations Sub-Committee</b></p> <p><b>C. Policy Sub-Committee</b></p> <p><b>D. Committee on Learning</b></p>
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	<p>phonics and one on the summer reading program. Phonics will include a pilot of a proposed program. The summer reading program will focus on intervention for below grade level readers. This will be done in collaboration with the New Milford Public Library. They will also be promoting the Governor's Summer Reading Challenge.</p> <p><b>E. EdAdvance – Mrs. Monaghan</b></p> <ul style="list-style-type: none"> <li>• Mrs. Monaghan said EdAdvance is 50 years old and gets 45% of its funds from state and federal grants, 55% from fees for service and 1% from local donations. They have \$5 million in reserve. They were approved for a continuing Head Start grant. They also have Birth to Three grant money.</li> <li>• EdAdvance recently renovated the Access South School and is purchasing two Catholic schools in Torrington to move their Access North programs into that space.</li> <li>• They are also working on a self-funding health insurance program that they hope to offer to all districts.</li> </ul> <p><b>F. Connecticut Boards of Education (CABE) – Mr. Lawson</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said the CABE leadership conference will be held over the summer and the convention will be November 16th and 17th.</li> </ul> <p><b>G. Negotiations Committee – Mrs. Faulenbach</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said they are working on the secretaries' contract and will begin the nurses' contract next week.</li> </ul> <p><b>H. Magnet School – Mrs. Monaghan</b></p> <ul style="list-style-type: none"> <li>• Mrs. Monaghan had nothing to report at this time.</li> </ul>	<p><b>E. EdAdvance</b></p> <p><b>F. Connecticut Boards of Education (CABE)</b></p> <p><b>G. Negotiations Committee</b></p> <p><b>H. Magnet School</b></p>
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<p><b>9.</b></p>	<p><b>Discussion and Possible Action</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson asked to move item H up on the agenda.</li> </ul> <p><b>H. Eagle Scout Project for NES</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said this proposal for an Eagle Scout project was discussed at the Facilities Subcommittee and is a very ambitious project. Mr. McCauley asked that the full Board get to hear it and ask any questions.</li> <li>• Thomas King, the Eagle Scout candidate, said the proposal is to convert the two courtyards at Northville into outdoor classrooms.</li> <li>• He said this will give students the chance to learn outside. The second courtyard will have bird and bat houses. He also intends to work on the flower beds.</li> <li>• Mr. Dahl asked where the chalk board and white board would be stored. Mr. King said they will be wall mounted.</li> <li>• Mrs. McInerney asked if they will be weather resistant and Mr. King said they would be.</li> </ul> <p><b>Mr. Dahl moved to approve the Eagle Scout Project for NES, seconded by Mr. McCauley.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach thanked Mr. King.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated June 19, 2018</b></p> <p><b>Mrs. Faulenbach moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of June 19, 2018, seconded by Mrs. McInerney.</b></p> <ul style="list-style-type: none"> <li>• Mr. McCauley said he saw a couple of people on the list who were leaving to take positions</li> </ul>	<p><b>Discussion and Possible Action</b></p> <p><b>H. Eagle Scout Project for NES</b></p> <p><b>Motion made and passed unanimously to approve the Eagle Scout Project for NES.</b></p> <p><b>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated June 19, 2018</b></p> <p><b>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of June 19, 2018.</b></p>
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	<p>elsewhere and he said it was sad to see them leave.</p> <ul style="list-style-type: none"> <li>• Mr. Smith said he met with the people leaving, and in the case of the certified personnel, they all had promotions or other opportunities not available in public school districts.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position</b></li> <li><b>2. Purchase Resolution: D-711</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <p><b>Mr. Dahl moved to approve monthly reports: Budget Position dated May 31, 2018; Purchase Resolution D-711; and Request for Budget Transfers, seconded by Mr. McCauley.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said at the Operations meeting they discussed how the Board had worked with the Town to close the \$450,000 obligation. She said the administration made a real effort to identify or create savings. She said the efforts were done with collaboration as they looked at encumbrances, end of year balances, identified large expenditures and made decisions that would create cost savings. She thanked the administration for their work.</li> <li>• Mrs. Chastain said the savings came about as a result of a conscious choice not to fill positions and not purchase items.</li> <li>• Mrs. Faulenbach said the district had an unexpected \$25,000 expense that was storm related. Mr. Smith said the fire panel at the high school cost \$70,000 to repair, of which the insurance paid for all but the deductible of \$25,000.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>C. Gifts &amp; Donations</b></p> <ol style="list-style-type: none"> <li><b>1. PTO – Exhibit B</b></li> </ol>	<p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position</b></li> <li><b>2. Purchase Resolution: D-711</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <p><b>Motion made and passed unanimously to approve monthly reports: Budget Position dated May 31, 2018; Purchase Resolution: D-711; and Request for Budget Transfers.</b></p> <p><b>C. Gifts &amp; Donations</b></p> <ol style="list-style-type: none"> <li><b>1. PTO – Exhibit B</b></li> </ol>
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<p><b>Mr. Lawson moved to accept Gifts and Donations: PTO – Exhibit B in the amount of \$13,873.54, seconded by Mr. McCauley.</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson thanked the PTO for their wonderful gift.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>2. New Milford River Trail Association</b></p> <p><b>Mrs. McInerney moved to accept Gifts and Donations: New Milford River Trail Association in the amount of \$6,700.00, seconded by Mrs. Chastain.</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson thanked the Association for providing the bikes.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>D. Policy for Approval</b></p> <p><b>1. 3520 Student Data Privacy</b></p> <p><b>Mrs. Monaghan moved to approve policy 3520 Student Data Privacy, seconded by Mrs. McInerney.</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said this policy includes all the changes in accordance with the state law.</li> <li>• Mrs. Monaghan asked about the four positions listed in the policy and Mr. Smith said these are not positions in this district, rather the parties become part of the contract. He noted this is one of the state’s unfunded mandates.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>E. Policies for First Review</b></p> <ol style="list-style-type: none"> <li><b>1. 1000 Concept, Goals and Roles in Community Relations</b></li> <li><b>2. 1112 News Media Relationships</b></li> <li><b>3. 1112.5 Media Access to Students</b></li> <li><b>4. 1120 Public Participation at Board of Education Meetings</b></li> </ol>	<p><b>Motion made and passed unanimously to approve Gifts &amp; Donations: PTO – Exhibit B in the amount of \$13,873.54.</b></p> <p><b>2. New Milford River Trail Association</b></p> <p><b>Motion made and passed unanimously to approve Gifts &amp; Donations: New Milford River Trail Association in the amount of \$6,700.00.</b></p> <p><b>D. Policy for Approval</b></p> <p><b>1. 3520 Student Data Privacy</b></p> <p><b>Motion made and passed unanimously to approve policy 3520 Student Data Privacy.</b></p> <p><b>E. Policies for First Review</b></p> <ol style="list-style-type: none"> <li><b>1. 1000 Concept, Goals and Roles in Community Relations</b></li> <li><b>2. 1112 News Media Relationships</b></li> </ol>
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	<p><b>5. 9321 Time, Place and Notification of Meetings</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said these will come back before the Board two more times.</li> </ul> <p><b>F. Bid Awards</b></p> <p><b>1. Food and Nutrition Services - Milk</b></p> <p><b>Mrs. Faulenbach moved to award the bid for Milk to Wade’s Dairy Inc. for a period of one year, seconded by Mrs. McInerney.</b></p> <p><b>The motion passed unanimously.</b></p> <p><b>2. Food And Nutrition Services – Frozen Dessert</b></p> <p><b>Mrs. Faulenbach moved to award the bid for Frozen Dessert to New England Ice Cream Corporation for a period of one year, seconded by Mr. McCauley.</b></p> <p><b>The motion passed unanimously.</b></p> <p><b>3. Security Services</b></p> <p><b>Mrs. McInerney moved to award the bid for Security Services to Securitas for a period of three years, seconded by Mrs. Faulenbach.</b></p> <p><b>The motion passed unanimously.</b></p> <p><b>G. Grant Approvals</b></p> <p><b>1. Carl D. Perkins Grant</b></p> <p><b>Mr. McCauley moved to approve the Carl D. Perkins Grant in the amount of \$34,500.00, seconded by Mr. Lawson.</b></p> <p><b>The motion passed unanimously.</b></p>	<p><b>3. 1112.5 Media Access to Students</b></p> <p><b>4. 1120 Public Participation at Board of Education Meetings</b></p> <p><b>5. 9321 Time, Place and Notification of Meetings</b></p> <p><b>F. Bid Awards</b></p> <p><b>1. Food and Nutrition Services - Milk</b></p> <p><b>Motion made and passed unanimously to award the bid for Milk to Wade’s Dairy Inc. for a period of one year.</b></p> <p><b>2. Food And Nutrition Services – Frozen Dessert</b></p> <p><b>Motion made and passed unanimously to award the bid for Frozen Dessert to New England Ice Cream Corporation for a period of one year.</b></p> <p><b>3. Security Services</b></p> <p><b>Motion made and passed unanimously to award the bid for Security Services to Securitas for a period of three years.</b></p> <p><b>G. Grant Approvals</b></p> <p><b>1. Carl D. Perkins Grant</b></p> <p><b>Motion made and passed unanimously to approve the Carl D. Perkins grant in the amount of \$34,500.00.</b></p>
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<p><b>2. Adult Education Grant: ESL for Life and Work Pathways to the Future</b></p> <p><b>Mr. Dahl moved to approve the Adult Education Grant: ESL for Life and Work Pathways to the Future in the amount of \$83,000.00, seconded by Mrs. Faulenbach.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said the paperwork for these grants is extensive and the Board recognizes that.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>I. Recommendation and Approval for Designee of Superintendent of Schools</b></p> <p><b>Mrs. McNerney moved to approve the appointment of the Assistant Superintendent, and in his/her absence, the Director of Human Resources, as Designee for the Superintendent of Schools from July 1, 2018 through June 30, 2019, seconded by Mrs. Faulenbach.</b></p> <ul style="list-style-type: none"> <li>• Mr. Dahl asked why the Human Resources Director was a designee and Mr. Smith answered it is the protocol that is followed.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>J. Authorization for the Superintendent to accept resignations and make appointments from June 20, 2018 through September 18, 2018</b></p> <p><b>Mr. McCauley moved to authorize the Superintendent to accept resignations and make appointments, excluding administrative appointments, from June 20, 2018 through September 18, 2018, seconded by Mrs. Monaghan.</b></p>	<p><b>2. Adult Education Grant: ESL for Life and Work Pathways to the Future</b></p> <p><b>Motion made and passed unanimously to approve the Adult Education Grant: ESL for Life and Work Pathways to the Future grant in the amount of \$83,000.00.</b></p> <p><b>I. Recommendation and Approval for Designee of Superintendent of Schools</b></p> <p><b>Motion made and passed unanimously to approve the appointment of the Assistant Superintendent, and in his/her absence, the Director of Human Resources, as Designee for the Superintendent of Schools from July 1, 2018 through June 30, 2019.</b></p> <p><b>J. Authorization for the Superintendent to accept resignations and make appointments from June 20, 2018 through September 18, 2018</b></p> <p><b>Motion made and passed unanimously to authorize the Superintendent to accept resignations and make appointments, excluding administrative appointments, from</b></p>
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	<ul style="list-style-type: none"> <li>• Mrs. Faulenbach said administrative appointments come to the Board and Mr. Smith said the Board would be part of the administrative hiring process.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>K. Authorization for the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 20, 2018 through September 18, 2018</b></p> <p><b>Mr. Dahl moved to authorize the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 20, 2018 through September 18, 2018, seconded by Mrs. McInerney.</b></p> <p><b>The motion passed unanimously.</b></p> <p><b>L. End-of-Year Balance</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said this is an item of information from the Operations Subcommittee. He said the 10 year average of year-end and actuals would suggest the best practice is to have 1% of budget left. He said that would mean that the district would be at 99% accurate over 18 months ahead of time, when budgeting is done, to get to the 1% end of year balance.</li> <li>• Mr. Smith said this year after helping the Town cover the budget shortfall and taking into account the storm damage, the expected year-end balance will be between 1/10 of 1% and 6/10 of 1%. He said it is risky to go below \$100,000 because of the possible auditors' year-end adjustments.</li> <li>• Mrs. Faulenbach said there is no motion needed until August or September when they have a better idea of year-end balance.</li> <li>• Mr. Smith said they just have a May budget position which would normally be close to the</li> </ul>	<p><b>June 20, 2018 through September 18, 2018.</b></p> <p><b>K. Authorization for the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 20, 2018 through September 18, 2018</b></p> <p><b>Motion made and passed unanimously to authorize the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 20, 2018 through September 18, 2018.</b></p> <p><b>L. End-of-Year Balance</b></p>
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year-end balance but this year there is almost a full month of school to go in June. He also said there is a \$450,000 artificial balance which the Board has agreed to give to the Town to help cover the State budget reduction. Mr. Smith said they have asked the Town for an invoice for the \$450,000. He said this will help keep an asterisk off the audit and track the money which is committed to the Town.

- Mrs. Faulenbach said this is the cleaner way to go and will not show an artificially higher number when looking at next year's budget.
- Mrs. McInerney asked if the end of year balance would just roll to the Town. Mrs. Faulenbach said the capital reserve request would go after the final audit.
- Mr. Giovannone said they will rely on auditors as to how to handle the capital reserve which is always reflected in the audit as a page.

**M. All-Star Transportation Contract**

**Mr. Dahl moved to approve the proposed five-year Contract between the New Milford Board of Education and All-Star Transportation for Pupil Transportation Services, seconded by Mrs. Faulenbach.**

- Mr. Dahl asked about the penalties and who determines the time the bus should be at the school. Mr. Smith said it is monitored at the schools by the building principals and then Mr. Giovannone.
- Mr. Dahl asked who decides the route and the speed and Mr. Smith answered that the bus company does.
- Mrs. Faulenbach said the current contract had one year left but when the district was looking for budget adjustments they looked at the transportation contract and were able to reduce one bus and also have the GPS upgraded at the bus company's expense.

**M. All-Star Transportation Contract**

**Motion made and passed unanimously to approve the proposed five-year Contract, beginning July 1, 2018, between the New Milford Board of Education and All-Star Transportation for Pupil Transportation Services.**

- Mr. Smith said the administration heard from Board members about looking for savings from places that did not impact the children. He said the reduction of one bus, and the new five year contract can save \$150,000 in the first year.
- Mr. Failla asked if the insurance coverage was sufficient and Mr. Smith said that part of this contract does not change. He said CIRMA reviewed our policies and did not identify bussing as an area of concern.

**The motion passed unanimously.**

**N. Retirement Incentive for Administrators**

**Mrs. Chastain moved to execute the Memorandum of Agreement with the New Milford School Administrators' Association to implement an early retirement incentive program, seconded by Mrs. Monaghan.**

- Mr. Smith said it was requested at the Operations Subcommittee to look at retirement incentives. He said this incentive will cause the loss of institutional knowledge but allows for salary turnover.

**The motion passed unanimously.**

**Mrs. Chastain moved to authorize the Board Chair to execute, on the Board's behalf, the individual administrator's Election, Agreement, Release and Waiver Forms when returned to the Superintendent's office, seconded by Mr. Dahl.**

- Mr. Smith said the first motion agreed to the structure and terms and this motion allows the Board Chair to accept the retirements.
- Mrs. Faulenbach noted the information would be sent to the Board.

**The motion passed unanimously.**

**N. Retirement Incentive for Administrators**

**Motion made and passed unanimously to execute the Memorandum of Agreement with the New Milford School Administrators' Association to implement an early retirement incentive program.**

**Motion made and passed unanimously to authorize the Board Chair to execute, on the Board's behalf, the individual administrator's Election, Agreement, Release and Waiver Forms when returned to the Superintendent's office.**



<p><b>10.</b></p>	<p><b>Items For Information And Discussion</b></p> <p><b>A. Field Trip Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Failla said his daughter's class was able to reschedule their visit to prison and were there when a prisoner had a difference of opinion with a corrections officer.</li> </ul> <p><b>B. Annual Emergency Preparedness Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said this report is required by state statute and reflects much of the work done and captured in the public presentation earlier in the year.</li> </ul> <p><b>C. Annual Wellness Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said this report is required by state statute.</li> </ul> <p><b>D. Adjustments to the 2018-2019 Board of Education Adopted Budget</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said many Board members have forwarded suggestions to him and Mr. Smith.</li> <li>• Mrs. Faulenbach asked if every Board member's request had made the list and Mr. Smith said the administration is still looking at the pieces. He said they are still putting cost estimates together. He said some of the items suggested by the Board might not have any cost savings or would not be recommended instructionally.</li> <li>• Mrs. Faulenbach asked if the Board would see the list prior to the special meeting.</li> <li>• Mr. Smith said if a Board member does not see their item on the final document they can discuss it at the special meeting or call him directly.</li> <li>• Mr. Dahl asked if holding a meeting on Thursday would be too early. Mr. Smith said once the Board decides on the cuts, there is a great deal of mechanics needed to create the budget to start July 1<sup>st</sup>, so no.</li> </ul>	<p><b>Items For Information And Discussion</b></p> <p><b>A. Field Trip Report</b></p> <p><b>B. Annual Emergency Preparedness Report</b></p> <p><b>C. Annual Wellness Report</b></p> <p><b>D. Adjustments to the 2018-2019 Board of Education Adopted Budget</b></p>
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<p>11.</p> <p>A.</p>	<p><b>Executive Session (Anticipated)</b></p> <p><b>Discussion of proposed, three-year contract for the Superintendent of Schools</b></p> <p>Mr. Dahl moved to enter into Executive Session to discuss the proposed, three-year contract for the Superintendent of Schools and to invite in Mr. Smith if warranted, seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p> <p>The Board entered Executive Session at 8:40 p.m.</p> <p>The Board returned to Public Session at 9:05 p.m.</p>	<p><b>Executive Session (Anticipated)</b></p> <p><b>Discussion of proposed, three-year contract for the Superintendent of Schools</b></p> <p>Motion made and passed unanimously to enter into Executive Session to discuss the proposed, three-year contract for the Superintendent of Schools and to invite in Mr. Smith if warranted.</p>
<p>12.</p> <p>A.</p>	<p><b>Discussion and Possible Action</b></p> <p><b>Board vote on the Superintendent of Schools' proposed three-year contract</b></p> <ul style="list-style-type: none"> <li>No action taken.</li> </ul>	<p><b>Discussion and Possible Action</b></p> <p><b>Board vote on the Superintendent of Schools' proposed three-year contract</b></p>
<p>13.</p>	<p><b>Adjourn</b></p> <p>Mr. Dahl moved to adjourn the meeting at 9:05 p.m., seconded by Mr. McCauley and passed unanimously.</p>	<p><b>Adjourn</b></p> <p>Motion made and passed unanimously to adjourn at 9:05 p.m.</p>

Respectfully submitted:

Angela C. Chastain  
 Secretary  
 New Milford Board of Education

**New Milford Board of Education  
 Special Meeting Minutes  
 June 21, 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 Ms. Roberta Pratt, Director of Technology Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Kevin Munrett, Facilities Director Mrs. Kathy Sanders, Accounting Manager Mr. Greg Shugrue, Principal, New Milford High School Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School
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<b>1.</b>	<p><b>Call to Order</b></p> <p><b>A. Pledge of Allegiance</b></p> <p>The special meeting of the New Milford Board of Education was called to order at 7:00 p.m. The Pledge of Allegiance and a moment of silence immediately followed the call to order.</p>	<p><b>Call to Order</b></p> <p><b>A. Pledge of Allegiance</b></p>
<b>2.</b>	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>• Megan Byrd, a New Milford resident, thanked administration and the Board for all their hard work on the budget over the last half year. She referenced a copy of comments from her Facebook group that was sent to the Board. She was glad to see that many of the cuts reflected parent input. She said parents in general fully support the addition of Pay to Play. She said the plans to increase revenue are also helpful. All the hits will hurt but she is optimistic that children will not notice them directly.</li> </ul>	<p><b>Public Comment</b></p>

<p><b>3.</b></p>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Adjustments to the 2018-19 Board of Education Adopted Budget</b></p> <p><b>Mr. Dahl moved to amend the 2018-19 Board of Education Adopted Budget from \$64,278,670 to \$63,010,586, as proposed by the Superintendent of Schools on Item 3A, "Proposed Adjustments to the 2018-2019 Budget", dated June 20, 2018.</b></p> <p><b>Motion seconded by Mrs. Monaghan.</b></p> <ul style="list-style-type: none"> <li>• Mr. Dahl said he thought administration had done a great job with the recommendations, working together to lessen the impact on programs.</li> <li>• Mr. Failla said he thought the addition of Pay to Play is just wrong. Public schools should be encouraging exercise and good nutrition, including playing sports. He said we are charging students to be well. He asked why athletes are being singled out and said band, clubs etc. should also be charged. With the increase in parking fees too we are balancing the budget on the backs of our children. He said he thinks that the increased parking fee will result in fewer students using that option and will encourage them not to park at the high school, but to perhaps park illegally elsewhere or carpool when they shouldn't. For families of seniors, expenses will be through the roof. He believes we should look to other areas for cuts.</li> <li>• Mrs. Chastain concurs with Mr. Failla. She could support a flat fee of \$150 for Pay to Play only. As it is presented, with the increase in parking and only paying for one AP test, her personal bill for her senior will be about \$810. While she can handle that, many families can't. She feels the cuts are too heavy on the high school level, and should be spread out more evenly K-12 for fairness.</li> <li>• Mrs. Faulenbach asked about the reduction of the library clerk and where that is. Mr. Smith said they are looking to capitalize on a current</li> </ul>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Adjustments to the 2018-19 Board of Education Adopted Budget</b></p> <p><b>Motion made to amend the 2018-19 Board of Education Adopted Budget from \$64,278,670 to \$63,010,586, as proposed by the Superintendent of Schools on Item 3A, "Proposed Adjustments to the 2018-2019 Budget", dated June 20, 2018.</b></p>
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opening at SMS and will redistribute resources at the elementary level in all probability.

- Mrs. Faulenbach asked to clarify that the Pay to Play was \$125 per season. Mr. Smith said that is correct. He said they surveyed other districts and this is in line with what they are doing.
- Mrs. Faulenbach said previous versions of the list that Mr. Smith had shared with the Board did not include Pay to Play. She asked what had changed. Mr. Smith said the topic had been brought up at Board meetings and several times by the community. The community also was clear that given a choice, they would choose Pay to Play over eliminating freshman sports, or certain teams. Mr. Smith said he had hoped to be able to take a \$150,000 reduction to the insurance line, but found out this week that the reduction would only be \$60,000. At that point, Pay to Play became more palatable. Parents have been clear that they would prefer to keep opportunities and pay a fee.
- Mrs. Faulenbach said all cuts are distasteful. She asked how the fee for parking was calculated. Mr. Smith said they are trying to climb out of a \$1.2 million hole. At \$150, the parking spaces sell out quickly and there is a waiting list. Buses are provided for all students at taxpayer expense and still there is a high demand for spaces. They think that \$225 is manageable in that light.
- Mrs. Faulenbach asked if the positions referenced for cut are open positions. Mr. Smith said all ten positions have been open or are open now due to retirements. They will be doing without or reallocating. The exception is the Kindergarten teacher at HPS. This is due to enrollment being well below projected. The budgeted enrollment was 141; they are at 101 currently.
- Mr. McCauley agrees that sports are very important at the high school level, but said that hard decisions are needed. He said he was glad not to see a lot of cuts to academics. While he doesn't support the concept of Pay to Play, he understands the necessity of finding places to cut. He said the paraeducator reduction bothers

him as well, as they are so low paid and so valuable. Hard cuts are everywhere.

- Mr. Smith said there would be scholarship assistance for athletes in need. He said there are seven para openings currently and they are very difficult to fill. They may remain open regardless. He said the district also has a difficult time finding para subs; typically there is a 50% fill rate. He said they are having conversations about changing the structure of how they give support since they are not available.
- Mrs. Chastain asked how many student parking spaces are available at the high school and whether or not they are all filled. Mr. Shugrue said there are 147 and there is currently a waiting list.
- Mr. Schemm said he thinks it is important to look back at the process since January. The Board needs to be cognizant of the three votes and the will of the votes to reduce. He said the community has been very involved and very vocal regarding input. He said the administration has been crafting a pathway. He looks at the charge of providing a “free, appropriate public education” in light of what we “need to have”, “really need to have”, or “would be nice to have”. He said we need to protect what we “need to have” and keep the “nice to have” when we can. He said he appreciates the documents provided that make it clear to see how we got to where we are. Regarding Pay to Play he was glad to see that we are not pitting sports against each other. At least this way, all offerings stay. He sees parking as a “nice to have”; the same with paying for AP tests. The high school is targeted more but it is the largest cost center too.
- Mrs. Chastain said the high school has bigger classes enrollment-wise so that makes it more expensive.
- Mrs. McInerney said she would like to thank all involved: administration, BOE members and the community. There have been many venues at which input was offered and she thinks the adjustments recommended reflect

that administration listened. She said she appreciated that very little on the list limited opportunities to children. She wanted to clarify that the summer school reduction is for the Bridges program. Mr. Smith said that is correct. Due to the shortened summer, there were fewer sign ups than projected.

- Mrs. McInerney asked what would be done if kindergarten enrollment increased. Mr. Smith said Ms. DiCorpo worked to move the enrollment process up and publicize it to help reduce any big last minute enrollment. Even with some tick up, there is basically one teacher “waiting” at this time for 20 students to enroll.
- Mrs. McInerney asked about the cut to Excel. Mr. Smith said it was enrollment driven.
- Mrs. McInerney asked about the \$150,000 cut to school based supplies. Mr. Smith said there was a breakdown provided in the Board packet. It represents 10% of the total requested of each school’s controllable accounts. The high school is the biggest number but this includes additional requested Chromebook carts. The building principals went through their budget books line by line as a group to determine these cuts.

**Mrs. Chastain moved to amend the 2018-19 BOE Adopted budget by decreasing it by \$110,000 for the purpose of eliminating one administrator position, seconded by Mr. Failla.**

- Mrs. Chastain said she thinks SNIS is administrator heavy. They have 815 students and 3.4 administrators, for 239 students per administrator. The high school has 1370 students and 4 administrators for a ratio of 342.5 students per administrator which is disproportionate. While she knows social/emotional issues need to be addressed, she thinks support can be provided in other ways. That way other cuts that impact families can be reduced.
- Mrs. Faulenbach agreed. She said reductions should be across the board. SNIS has had

**Motion made to amend the 2018-19 BOE Adopted Budget by decreasing it by \$110,000 for the purpose of eliminating one administrator position.**

declining enrollment and we have reduced teachers as a result, but not administrators. She would support this instead of Pay to Play.

- Mr. Dahl said he will not support this and he thinks we actually need more administrators. Responsibilities continue to increase with time. There are demands regarding school safety and security, issues with curriculum development, and evaluation demands. They all affect the educational process.
- Mrs. Faulenbach said all bargaining units but administrators have been addressed with these reductions. The community has raised concerns with their numbers. She said the administrator workload is less with dropping enrollment and fewer teachers.
- Mr. Schemm asked about the numbers for special education students, since that is a big part of the administrators' charge. Mrs. Olson said the special education numbers are constant and not declining, which is a nationwide trend. Mr. Schemm said in light of that he views this as a "need to have" and will not support this amendment.
- Mr. Failla said the Board is not making hard decisions and asked if the administrators are a protected class while all others are taking hits. He said cuts should be made across the board. If we are charging athletes, we should charge for other activities.
- Mrs. Chastain said she disagrees with Mr. Schemm and thinks this is a want not a need. She said she thinks the Board copped out in January by not making hard decisions then and are now basically billing high school parents.
- Mr. Lawson wanted to clarify that the first AP test would still be funded since they want all students to have the opportunity of a college experience during their high school career.
- Mr. Smith said regarding Pay to Play, the district cannot charge fees for activities for which credit is given, like band and chorus for example. He said the high school has a full time special education director and department chairs to help with the administrative load there.
- Mrs. Faulenbach said she thinks they need to



start thinking outside the box, reducing an administrator and shifting responsibilities to other staff.

- Mr. Smith said those conversations are beginning but they may be cost neutral so do not factor in at this time. It could also require contractual shifts. The list was separated from restructuring to keep the processes discrete.
- Mrs. McInerney said all these decisions are hard but that you can't weigh emotional well-being of students at the lower levels equally; it will only get worse if not handled at a young age.
- Mr. Dahl asked to move the question. There was agreement by a two thirds majority.

**The motion failed 3-6.**

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

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

**Mrs. Faulenbach moved to amend the 2018-19 BOE Adopted budget by decreasing it by \$35,000 for the purpose of eliminating the K-2 social emotional professional services, seconded by Mr. Failla.**

- Mrs. Faulenbach said this started in August 2017 with a job description and transfer request. She said tough decisions need to be made and she thinks this is one of them.
- Mr. McCauley asked for clarification. Mr. Smith said a review showed social/emotional issues not being adequately addressed at the K-2 level on a systemic level. There was no one in house to provide programs so the district used an outside consultant.
- Mr. Lawson said with so much school violence today and bullying issues, he feels the earlier support can be provided the better. He said they owe it to the community to address emotional anxiety and he will not support this amendment.
- Mr. McCauley said in some ways it comes down to dollars and cents. If even one student cannot manage, the district could spend \$50,000 to \$150,000 on outplacement. Student anxiety is increasing; he sees it every day in his

**The motion failed 3-6.**

**Motion made to amend the 2018-19 BOE Adopted Budget by decreasing it by \$35,000 for the purpose of eliminating the K-2 social emotional professional services.**

<p>work with special education.</p> <ul style="list-style-type: none"><li>• Mrs. Faulenbach said while she is sympathetic to the issues raised, this was an addition made, and there are other support people in place. She is not comfortable just accepting a list handed to the Board, because she thinks that negates Board responsibility. She says the Board is not doing its job and that other suggestions should be made for common ground.</li><li>• Mr. Schemm said he has said before that the Board's job is to make sure the schools are run well, not to run the schools; we pay people to do that. Our youngest students are supported by this position. The Committee on Learning heard a presentation on this topic and the district is building capacity going forward with this. He said that teaching and learning can't take place without it. He also said he thought the Board needed to be careful to look at positions, not specific people.</li><li>• Mrs. Chastain said she is not targeting an individual but she does not think administrators are the best persons to deal with social/emotional needs; it should be social workers and psychologists instead.</li><li>• Mrs. Faulenbach concurred that the amendment is not targeted to a person.</li></ul> <p><b>The motion failed 3-6.</b> <b>Aye: Mrs. Faulenbach, Mrs. Chastain, Mr. Failla</b> <b>No: Mr. Dahl, Mrs. Monaghan, Mr. McCauley, Mrs. McInerney, Mr. Lawson, Mr. Schemm</b></p> <p><b>Mrs. Chastain moved to amend the 2018-19 BOE Adopted budget by decreasing it by \$110,000 for the purpose of reducing 2 academic coaching positions, seconded by Mrs. Faulenbach.</b></p> <ul style="list-style-type: none"><li>• Mrs. Chastain said these positions are empty right now. She said she thinks this is a resource only and the high school is getting hit too hard; we need to spread out the pain.</li><li>• Mr. Failla said these positions came about the last time he was on the Board and he never understood the benefit. Teachers don't see the benefit fully either. He is okay with leaving the</li></ul>	<p><b>The motion failed 3-6.</b></p> <p><b>Motion made to amend the 2018-19 BOE Adopted Budget by decreasing it by \$110,000 for the purpose of reducing 2 academic coaching positions.</b></p>
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positions empty because he doesn't think this is a "need to have".

- Mr. Lawson said the coaches perform many functions, one of which is to give another set of eyes on implementing cognitive learning at all levels. They offer new perspectives to teachers who are busy with the day to day and other strategies to students.
- Mr. Smith said when coaches were implemented in 2011 New Milford ranked 18 or 20 in a DRG of 22. Since then we have had new math programs, common core, K-8, science standards at the high school and new literacy programs. The district has good teachers but it is hard to teach day to day and look ahead and do professional learning for oneself. The district has one curriculum specialist. The coaches are on the front line of change in the district for teacher and student growth.
- Ms. DiCorpo said coaches are especially valuable as a second set of eyes for the students in the middle.
- Mrs. Chastain asked how many coaches there are and if there is a schedule for coaches to go into every classroom. Ms. DiCorpo said there are 6 coaches and they are covering every grade level. She said there are very few teachers not touched now but that they are also working towards a coaching cycle as a result of the ReVision work being done.
- Mr. Schemm said as background, the coaches were added as part of a federal stimulus package which included full day kindergarten. They are part of the job we do now to support teachers, many of whom are young in New Milford, to make connections for instructional capacity. He heard from a teacher today about how important coaches are. He said if Mrs. Chastain was looking for \$110,000 to take away Pay to Play he would not support as constituents have made it clear they are okay with it.
- Mrs. Chastain said the \$110,000 was the \$55,000 placeholder used for 2 staff members. She has no issue with Pay to Play in general,

just wants the cost reduced.

- Mr. Failla said he has made his feelings about Pay to Play very clear.

**The motion failed 4-5.**

**Aye: Mr. McCauley, Mrs. Faulenbach,**

**Mrs. Chastain, Mr. Failla**

**No: Mr. Dahl, Mrs. Monaghan, Mrs. McInerney,  
Mr. Lawson, Mr. Schemm**

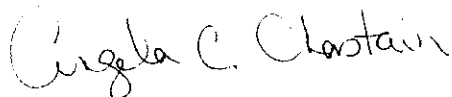
- Mrs. Monaghan asked if she could speak to the original motion. She said she was so impressed by the list of recommended adjustments that administration collaborated on because it has minimal impact on students educationally. She said she does not like Pay to Play but that it is an excellent way to hit an extremely high reduction number.
- Mrs. Chastain said she is frustrated because the district is basically handing 1300 high school parents a \$500 bill.
- Mrs. Faulenbach said she was also frustrated by the budget process and that the Board should have had more discussion back in January. She disagrees that it doesn't affect students; it does. She said she was also disappointed that they didn't look at all bargaining units. She is very disappointed that she is only seeing dollar amounts attached to the list now and that there have been so few amendments. She said the Board is not doing its due diligence.
- Mr. Failla said Pay to Play, parking and AP total \$153,000. The amendments would have provided \$255,000 and provided additional money to play with. He is disappointed that the Board is accepting it as is. They have not made hard choices.
- Mr. Lawson said \$1.2 million is quite a challenge, and all cuts are painful, but he is very pleased with the community input over a series of meetings. Board members also had several weeks to forward thoughts ahead of time.
- Mr. Schemm said referendum vote percentage last year was 9%. This year it was close to 20%

**The motion failed 4-5.**

**New Milford Board of Education  
 Special Meeting Minutes  
 June 21, 2018  
 Sarah Noble Intermediate School Library Media Center**

	<p>and the public was more involved. He is hopeful that the legacy of this season will be to keep the involvement going forward. Perhaps the reduction will help motivate that.</p> <p><b>The main motion passed 6-3.          Aye: Mr. Dahl, Mrs. Monaghan, Mr. McCauley, Mrs. McInerney, Mr. Lawson, Mr. Schemm          No: Mrs. Faulenbach, Mrs. Chastain, Mr. Failla</b></p>	<p><b>The main motion passed 6-3.</b></p>
4.	<p><b>Adjourn</b></p> <p>Mr. Dahl moved to adjourn the meeting at 8:25 p.m., seconded by Mrs. Monaghan and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 8:25 p.m.</b></p>

Respectfully submitted:



Angela C. Chastain  
 Secretary  
 New Milford Board of Education

*COMMENTARY: Added mission statement language.*

**1000**

## **Community Relations**

### **Concept, Goals and Roles in Community Relations**

The Board of Education recognizes that the community, defined broadly as the state and specifically as the area served by the school system, determines the quality of local education. It is imperative that members of the community and the school personnel cooperate in planning, developing policy, implementing programs and evaluating results.

School-community relations are not merely reporting and interpreting. Rather, they are part of a public enterprise in which community members and school personnel play their respective roles in ~~the best interests of the school district~~ **fulfilling the mission of the New Milford Public Schools:**

**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.**

The Board of Education establishes the following goals for the community relations program:

1. To increase public understanding of the school system.
2. To increase community confidence and interest in the school system.
3. To promote effective dissemination of information concerning school activities.
4. To solicit community opinions about the school system.
5. To encourage the sharing of resources among civic and community organizations for the benefit of the school system.

Policy adopted:  
Policy reviewed:

May 7, 2001  
October 15, 2013

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut

## FOR SECOND REVIEW

*COMMENTARY: Language more closely mirrors FOI wording.*

1112(a)

### Community Relations

#### News Media Relationships

Because schools are public institutions serving the educational needs of the community, it is important that information be disseminated concerning programs, activities, and significant school events. To ensure that this publicity be given wide coverage and coordinated with a common effort and purpose, the following procedures shall be followed with news media:

1. The Board of Education Chairperson shall be the official spokesman for the Board. The Superintendent of Schools may report on actions of the Board.
2. News releases of a system-wide nature, or which pertain to established school system policy, are the responsibility of the Superintendent and will be issued through his/her office.
3. News releases which are of concern to only one school, or to an organization of one school, are the responsibility of Principals, subject to any procedures that may be developed by the Superintendent of Schools.

#### Recording and Conduct at Board Meetings

Board meetings to which the public has access may be photographed, broadcast, or recorded ~~for broadcast by the public, as well as the news media, any person or by any newspaper, radio broadcasting company, or television broadcasting company,~~ subject to the following guidelines:

1. **The public, as well as the news media,** ~~Any person or any photographer, broadcaster, or news journalist authorized by an employer or student news medium to record, photograph, broadcast, or record for broadcast, proceedings at a public meeting of the Board of Education, and any personnel associated with said photographer, broadcaster, or news journalist,~~ shall record, photograph, **or** broadcast, ~~or record for broadcast proceedings of~~ said meeting as inconspicuously as possible and in such a manner which doesn't disturb proceedings.
2. If, in the judgment of the Chairperson of the Board of Education, the presence at a Board meeting of any person, ~~photographer, broadcaster, or news journalist~~ causes such disruption that orderly conduct of the public business at such meeting becomes unfeasible, access by these individuals may be limited to the extent necessary to remove disruption.

## Community Relations

### News Media Relationships (continued)

3. In the event that any meeting of the Board is interrupted by any person or group of persons so as to render the orderly conduct of such meeting unfeasible, and if (in the judgment of the Chairperson) order cannot be restored by the removal of individuals who are willfully interrupting the meetings, the Board may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session. Duly accredited representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any such session.

Legal Reference: Connecticut General Statutes

1-226 Recording, broadcasting, or photographing meetings.

1-232 Conduct of meetings.

Policy adopted: May 7, 2001  
Policy revised: June 9, 2009  
Policy reviewed: October 15, 2013

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut



## FOR SECOND REVIEW

1112.5(a)

*COMMENTARY: Connecticut General Statutes § 10-209 prohibits boards of education from disclosing health or psychological examination records. This is a useful legal reference to add to this policy because there may be instances – sports, etc. – where student medical information is requested. Such information should never be disclosed without student/ parent consent.*

### Community Relations

#### Media Access to Students

The Board recognizes the important role the media serves in reporting information about the district's program, services and activities. Therefore, the district will make every reasonable effort to provide media access to students.

School administrators shall be authorized to grant permission and set parameters for media access to students in their respective schools in order to protect the students' privacy rights under state and federal law. The media may interview and photograph students involved in instructional programs and school activities including public athletic events or other activities open to and attended by the general public provided their presence will not be unduly disruptive and shall comply with Board policies and district goals.

Media representatives shall be required to report to the administration for prior approval before accessing students involved in instructional programs and activities not attended by the general public.

Media representatives wishing to photograph or identify particular students, or otherwise publish or disclose personally identifiable information regarding such students, must obtain parental or guardian approval as well. Such permission shall not be required before photographs, ~~videotapes~~ **recordings**, and/or articles referring to students involved in public athletic events or other activities open to and attended by the general public may be published.

Parents who do not want their student interviewed, photographed or videotaped by the media shall inform the school Principal accordingly.

Information obtained by media representatives directly from students does not require parental approval prior to publication by the media. Parents who do not want their student interviewed or photographed by the media may direct their student accordingly.

District employees may release student information to the media only in accordance with applicable provisions of the education records law and Board policies governing directory information and personally identifiable information.

(cf. 5125 - Student Records; Confidentiality)

## Community Relations

### Media Access to Students (continued)

Legal Reference: Connecticut General Statutes  
1-210 Access to public records. Exempt records.  
**10-209 Records not to be public. Provision of reports to schools.**  
Federal Family Educational Rights and Privacy Act, Sec. 438, 20 U.S.C. Sec 1232g (1988).  
Individuals with Disabilities Education Act, 20 U.S.C. Sec 1400 et seq.

Policy adopted: May 7, 2001  
Policy revised: June 9, 2009  
Policy reviewed: October 15, 2013

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut

## FOR SECOND REVIEW

*COMMENTARY: Legal review recommends continuing to use “mailed,” vs. “sent” because Conn. Gen. Stat. § 1-227 explicitly states that meeting agendas be mailed and, per legal, it makes sense to track the language to the statute as closely as possible.*

1120(a)

### Community Relations

#### Public Participation at Board of Education Meetings

The regular and special meetings of the Board of Education are open to the public and representatives of the press except that a part of any meeting may be designated an executive session as provided by law. (See 9324 for details)

The Board of Education welcomes participation of ~~interested organizations and individuals~~ **individuals and organizations**. Advance announcement of all regular and special meetings of the Board of Education is made through posting the agenda (including posting on the Board’s website, to the extent required by law), ~~through notices to newspapers~~, and directly to citizens and community and professional organizations who specifically request such notification. Notice of meetings will be ~~sent~~ ~~mailed~~ **mailed** to persons filing a written request renewable in January of each year. Said notice shall, where practicable, be given at least one week prior to the date set for the meeting, except that the Board may give such notice as it deems practical for special meetings called less than seven days prior to the date set for the meetings. A reasonable charge may be made for those persons or organizations requesting advance announcements of meetings and agenda backup materials based on the estimated cost of providing such service.

Board meetings are meetings held in public and are not open hearings. Once the Board moves into regular agenda the public may participate as allowed by the Chairperson and with the following restrictions:

1. Questions and/or comments are to be restricted to the specific agenda item being discussed;
2. Board members shall be recognized first for comments and/or questions;
3. Questions and/or comments by the public may be restricted by the Board Chairperson;
4. The Chairperson may, at his/her discretion, curtail public discussion at any time.

With regard to ##3 and 4, above, public questions and/or comments may be restricted by the Chairperson a) due to time limitations and the need by the Board to address other business, and b) to the extent necessary to remove disruption, where any person or group of persons interrupts the meeting so as to render the orderly conduct of such meeting unfeasible.

## Community Relations

### Public Participation at Board of Education Meetings (continued)

The Board agenda provides opportunities for comments and questions from persons attending the meeting. Any citizen may appear before the Board to express his/her opinion concerning the educational program of the district. In addition to the restrictions listed above, the public is advised that any discussion of specific Board employees will not be allowed at meetings and should be addressed to that employee's immediate supervisor.

(cf. 1312 Public Complaints)

Legal Reference: Connecticut General Statutes

1-225 Meetings of government agents to be public. Recording of votes. Schedule and agenda of meetings to be filed. Notice of special meetings. Executive sessions.

1-226 Broadcasting or photographing meetings.

19a-342 Smoking in public meetings in rooms of public building prohibited.

1-227 Mailing of notice of meetings to persons filing written request. Fees.

1-230 Regular meetings to be held pursuant to regulation, ordinance or resolution.

1-232 Conduct of meetings.

1-206 Denial of access to public records or meetings.

10-238 Petition for hearing by board of education.

Policy adopted: May 7, 2001  
Policy revised: June 9, 2009  
Policy reviewed: October 15, 2013

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut

## FOR SECOND REVIEW

*COMMENTARY: Legal review recommends continuing to use “mailed,” vs. “sent” because Conn. Gen. Stat. § 1-227 explicitly states that meeting agendas be mailed and, per legal, it makes sense to track the language to the statute as closely as possible. In the same vein, the statute refers to notification by telegram. The use of either Town Clerk or Board Clerk is acceptable, Board added for clarity.*

9321(a)

### Bylaws of the Board

#### Time, Place and Notification of Meetings

##### Regular Meetings

The Board of Education shall file with the Town Clerk, not later than January 31st of each year, the schedule of the regular meetings of the Board of Education and shall post such schedule on the Board’s website, to the extent required by law. No meeting shall be held sooner than thirty days after such filing.

##### Special Meetings

Special meetings are meetings that are not part of the schedule of regular meetings and include make-up dates for regular meetings that may have been postponed. Notice of each special meeting of the Board of Education shall be posted at least twenty four hours in advance in the offices of the Board and the Town Clerk and shall be posted on the Board’s website, to the extent required by law. The notice must give the time and place of the special meeting and the business to be transacted. No other business shall be considered by the Board at that special meeting. Each member of the Board of Education shall be notified by the Superintendent or the **Board** Clerk in writing not less than 24 hours prior to the time of the special meeting and shall be advised of the time, place and business to be transacted, although any Board member may waive the 24 hour notification by a written waiver of notice or a telegram to the purpose, and this 24 hour notification requirement may be dispensed with as to any member who is actually present at the meeting at the time it convenes.

##### Notice of Meetings

Notice of meetings will be ~~sent mailed~~ **mailed** to persons filing a written request renewable in January of each year. Said notice shall, where practicable, be given at least one week prior to the date set for the meeting, except that the Board may give such notice as it deems practical for special meetings called less than seven days prior to the date set for the meeting. The Board of Education will charge a fee for these notices based upon cost of the service, as provided by law.

Legal Reference: Connecticut General Statutes

1-206 Denial of access to public records or meetings.

1-225 Meetings of government agencies to be public.

1-227 Mailing of notice of meetings to persons filing written request.

## Bylaws of the Board

### Time, Place and Notification of Meetings (continued)

Legal Reference: Connecticut General Statutes

1-228 Adjournment of meetings. Notice.

1-229 Continued hearings. Notice.

1-230 Regular meetings to be held pursuant to regulation, ordinance or resolution.

10-218 Officers. Meetings

Bylaw adopted by the Board: January 9, 2001  
Bylaw revised by the Board: March 10, 2009  
Bylaw revised by the Board: June 12, 2012

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut



## Memo

**To:** Alisha DiCorpo  
**From:** Eric Williams  
**Date:** July 2, 2018  
**Re:** TJBots Donation

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Aaron Cox who does Industrial Design STSM & Emerging Technology Experiences is a representative for IBM out of the Yorktown Heights, NY location who lives in the area. He had reached out to area high schools about interest in some TJBots they were looking to donate. He showed up in June, after school, with 12 TJBots kits which would be utilized in our computer programming course.

The approximate retail value in total for these 12 kits is in the amount of \$1,300. We would like to thank IBM Research in Yorktown Heights, NY for their donation of these items to the New Milford Public School District.

The following is an explanation of TJBots from IBM's website:

*This activity introduces students to cognitive technologies and AI by helping them build a simple robot that they can bring to life using any available Watson™ service. The activity can either be conducted by building and programming a physical TJBot or by programming a virtual TJBot. Students will gain experience with using a Raspberry Pi and/or programming in Swift. In addition to using existing programming recipes, students can unleash their creativity and create new recipes to bring TJBot to life using Watson™ services.*

<https://www.ibm.com/ibm/responsibility/initiatives/activitykits/tjbot/>



**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: July 10, 2018  
Re: Furniture Donation

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Weston Public Schools has reached out to me regarding a donation of cafeteria tables to New Milford Public Schools.

Weston is undertaking a cafeteria renovation in their middle school. The 17 tables they have available are all in good condition and could be put to good use within our buildings. The plan is to divide them among NES, SNIS and SMS.

The estimated total value is \$17,000.



# Memorandum from the Office of the Director of Human Resources

**TO:** Joshua Smith, Superintendent  
**CC:** Anthony Giovannone, Director of Fiscal Services and Operations  
**FROM:** Ellamae Baldelli, Director of Human Resources  
**RE:** Proposal to Contract with Source4Teachers for cafeteria, custodian, nurse, secretary, and tutor substitutes  
**DATE:** May 3, 2018: **UPDATED 7/10/18**

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## **Original Memo as of May 3, 2018 (Item of Information at May 8, 2018 Operations):**

This memo is an update on our first year of contracting with Source4Teachers for teacher and paraeducator substitutes. Reviewing our data from September through April, the following has occurred:

- Fifty-three teacher substitutes have been added, with twenty who have been through training and are currently subbing with us, and the remaining thirty-three waiting to be processed;
- Eleven paraeducator substitutes have been added and are currently subbing with us, with another fourteen waiting to be processed;
- The fill rate for teacher absences increased in seven out of the eight months from September through April beginning in October; those fill rates increased between 1% and 8% with the total absences for that time approximately the same; the fill rate has been between 80% in the beginning and has increased to 84% at this time;
- The fill rate for the paraeducator substitutes remained almost the same at 58% but with almost two hundred more absences; the fill rate increased for the last month by 7%.

When we outsourced with Source4Teachers for the 2017-2018 school year, it was our intention to have all substitutes be hired by S4T. However, with the late start date for implementation, we only went with contracting for teacher and paraeducator substitutes, with the intention to add cafeteria, custodian, nurse, secretary and tutor substitutes for the 2018-2019 school year. S4T has made a sizable effort in their recruiting of substitutes for teachers and paraeducators this year and it is the expectation that recruitment effort will continue into next year too.

In light of timing, the result of the referendum vote on May 15, and current and possible additional reductions to our budget, I would like to recommend that we continue to pursue this plan if funds are available.

## **UPDATE as of July 10, 2018:**

After reviewing the total substitute expenditures for the 17-18 school year with Mr. Giovannone, the funds allocated for substitutes will allow for ESS/S4T to assume the recruitment and placement of the remaining bargaining units moving forward. In March of last year the Board of Education approved the contract for ESS/S4T for the year and asked that we report on it periodically. After a complete year, I recommend continuing our relationship including the groups we originally hoped to include.



**NEW MILFORD PUBLIC SCHOOLS**  
**Office of the Superintendent**  
**50 East Street**  
**New Milford, Connecticut 06776**  
**Telephone (860) 355-8406**

**MEMORANDUM**

**TO:** Board of Education  
**FROM:** Joshua Smith, Superintendent  
**DATE:** July 13, 2018  
**RE:** Recommended Adjustment to the 2018-2019 Board of Education Adopted Budget – Item 9D

The information below is provided for discussion regarding the recommended adjustment to the 2018-2019 Board of Education Adopted Budget.

From the Superintendent’s June 22, 2018 Communication to the Board:

This afternoon while working through the processing of the budget adjustments made last night, we discovered an error in the spreadsheet formulas. The reductions we made last night are \$50,000 more than we needed to and will allow us to restore some funds to one of the lines. I have highlighted below where the error occurred. You will see that the running total increases correctly from the health care line to the first bus contract line and from the first bus contract line to the second line. However, the fuel savings line references the first bus contract line and not the second one. The total in the fuel savings line should be the \$3,000 + \$212,000= \$215,288. Instead the running total next to the Propane savings is \$165,288, \$50,000 less than it should be. In the rest of the document that follows, the formula for the cell references is correct.

I would suggest that we can correct this at the July Board meeting and adjust one of the areas that people were most uncomfortable with. Pay to Play fees, parking fees, and AP fees are not collected prior to the start of school, so as long as the adjustments are made prior to that, we can make the corrections and avoid any impact to families.

Reduction in Health Care increase	Number provided by consultant based on claim history through May 2018	\$62,288	\$62,288	\$1,205,796
Bus Contract	Multi year contract extension at 0% increase	\$100,000	\$162,288	\$1,105,796
<b>Bus Contract</b>	<b>Reduction of one bus</b>	<b>\$50,000</b>	<b>\$212,288</b>	<b>\$1,055,796</b>
Fuel/Propane Savings	Savings due to one less bus	\$3,000	\$165,288	\$1,102,796

**Recommended**  
**Reductions in this section:**  
 - does not add risk  
 - does not impact department or program

Administrative Recommendations moving forward:

Pay to Play was added as part of the \$1.2 million dollar budget reductions made at the June 21<sup>st</sup> Board of Education meeting. If we apply the \$50,000, recovered due to the error, to the Pay to Play anticipated revenue, we could reduce the per athlete rate to \$75 and the family cap to \$300.

<b>Athletics</b>	Annual student participants	Revenue based on \$125/student	Amount needed to generate after \$50,000 is applied	Revenue generated based on \$75/student and \$300 family cap
	898 (duplicated count)	\$112,250	\$62,250	\$67,350
<b>Parking</b>	Increases parking fees at the NMHS by \$75. Currently the cost is \$150 and this would go to \$225.	Increased revenue as projected at 6/19 BOE meeting	Reduce Parking to \$215	Impact to revenue would be a reduction of \$4,400
		\$33,000		

\$67,350	generated through Pay to Play
- \$62,250	(amount needed after the \$50,000 is applied to the projected revenue)
- \$4,400	in reduced parking revenue
<u>      </u>	
\$700	

NEW MILFORD PUBLIC SCHOOLS

**EXHIBIT A**

Regular Meeting of the Board of Education  
Sarah Noble Intermediate School  
New Milford, Connecticut  
July 17, 2018

ACTION ITEMS

A. Personnel

1. **CERTIFIED STAFF**

a. **RESIGNATIONS**

1. **Mrs. Sara D'Amico**, Science Teacher, Schaghticoke Middle School

**Move** that the Board of Education approve the resignation of **Mrs. Sara D'Amico** as Science Teacher at Schaghticoke Middle School effective July 2, 2018.

Personal Reasons

2. **Mr. Ryan Eberts**, Social Studies Teacher, New Milford High School

**Move** that the Board of Education approve the resignation of **Mr. Ryan Eberts** as Social Studies Teacher at New Milford High School effective June 29, 2018.

Took position elsewhere

3. **Mrs. Megan Ficke**, Special Education Teacher, Sarah Noble Intermediate School

**Move** that the Board of Education approve the resignation of **Mrs. Megan Ficke** as Special Education Teacher at Sarah Noble Intermediate School effective July 10, 2018.

Took position elsewhere

4. **Mrs. Clare Zimmitti**, Science Teacher, Schaghticoke Middle School

**Move** that the Board of Education approve the resignation of **Mrs. Clare Zimmitti** as Science Teacher at Schaghticoke Middle School effective June 29, 2018.

Personal Reasons

2. **CERTIFIED STAFF**

b. **NON-RENEWALS**

1. **None**

**3. CERTIFIED STAFF**

**c. APPOINTMENTS**

- 1. Mr. Brian Foley**, Technology Education Teacher, New Milford High School

Move that the Board of Education appoint **Mr. Brian Foley** as Technology Education Teacher at New Milford High School effective August 24, 2018.

2018-2019 Salary – \$53,294 (Step 1F)

*Education History:*

BS: Charter Oak State College  
Major: Computer Science  
MA: University of Alaska  
Major: Secondary Math  
Undergraduate Major: Technology Education  
CT Certification: Technology Ed & Math

*Work Experience:*

LT Sub - NMPS

Replacing: M. Brennan

**4. MISCELLANEOUS STAFF**

**a. RESIGNATIONS**

- 1. None**

**5. MISCELLANEOUS STAFF**

**b. APPOINTMENTS**

- 1. None**

**6. NON-CERTIFIED STAFF**

**a. RESIGNATIONS**

- 1. Mrs. Helen Crossen**, Secretary to Assistant Principal, Hill and Plain School

Move that the Board of Education approve the resignation, due to retirement, of **Mrs. Helen Crossen** as Secretary to Assistant Principal at Hill and Plain School effective July 9, 2018.

Retirement

- 2. Mrs. Jeanne Dubray**, Computer Technician I, Schaghticoke Middle School

Move that the Board of Education approve the resignation of **Mrs. Jeanne Dubray** as Computer Technician I at Schaghticoke Middle School effective July 6, 2018.

Personal Reasons

**7. NON-CERTIFIED AND LICENSED STAFF**

**b. APPOINTMENTS**

- 1. None**

**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. **Mr. Robert Carlucci**, Marching Band Drumline Assistant - Fall, New Milford High School  
**Move** that the Board of Education appoint **Mr. Robert Carlucci** as Marching Band Drumline Assistant - Fall at New Milford High School effective August 13, 2018. 2018-2019 Stipend: \$1486
2. **Ms. Gina Carrozza**, Marching Band Visual Tech – Fall, New Milford High School  
**Move** that the Board of Education appoint **Ms. Gina Carrozza** as Marching Band Visual Tech – Fall at New Milford High School effective August 13, 2018. 2018-2019 Stipend: \$1486
3. **Mr. Drew Cayer**, Marching Band Volunteer, New Milford High School  
**Move** that the Board of Education appoint **Mr. Drew Cayer** as Marching Band Volunteer at New Milford High School effective August 13, 2018. Volunteer
4. **Ms. Taylor Davis**, Marching Band Guard Director - Fall, New Milford High School  
**Move** that the Board of Education appoint **Ms. Taylor Davis** as Marching Band Guard Director - Fall at New Milford High School effective August 13, 2018. 2018-2019 Stipend: \$3928
5. **Ms. Allison Demers**, Marching Band Guard Tech - Fall, New Milford High School  
**Move** that the Board of Education appoint **Ms. Allison Demers** as Marching Band Guard Tech - Fall at New Milford High School effective August 13, 2018. 2018-2019 Stipend: \$1486
6. **Mr. George Maloney**, Marching Band Music/Visual Tech - Fall, New Milford High School  
**Move** that the Board of Education appoint **Mr. George Maloney** as Marching Band Music/Visual Tech - Fall at New Milford High School effective August 13, 2018. 2018-2019 Stipend: \$992

- |  |  |
|--|--|
| <p>7. <b>Mr. David Paradis</b>, Marching Band Pit Instructor/Arranger - Fall, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. David Paradis</b> as Marching Band Pit Instructor/Arranger - Fall at New Milford High School effective August 13, 2018.</p> | 2018-2019 Stipend: \$1486                        |
| <p>8. <b>Mr. Tim Pearson</b>, Marching Band Drumline Caption Head - Fall, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Tim Pearson</b> as Marching Band Drumline Caption Head - Fall at New Milford High School effective August 13, 2018.</p>         | 2018-2019 Stipend: \$1486                        |
| <p>9. <b>Mr. Tim Polhemus</b>, Marching Band Music/Visual Tech - Fall, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Tim Polhemus</b> as Marching Band Music/Visual Tech - Fall at New Milford High School effective August 13, 2018.</p>               | 2018-2019 Stipend: \$992<br>Current staff member |
| <p>10. <b>Ms. Rachel Rubino</b>, Marching Band Volunteer, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Rachel Rubino</b> as Marching Band Volunteer at New Milford High School effective August 13, 2018.</p>  | Volunteer  |
| <p>11. <b>Ms. Breanna Vanak</b>, Marching Band Music/Visual Tech - Fall, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Breanna Vanak</b> as Marching Band Music/Visual Tech - Fall at New Milford High School effective August 13, 2018.</p>            | 2018-2019 Stipend: \$992                         |
| <p>12. <b>Mr. Zachary Whitlock</b>, Marching Band Visual Caption Head - Fall, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Zachary Whitlock</b> as Marching Band Visual Caption Head – Fall at New Milford High School effective August 13, 2018.</p>  | 2018-2019 Stipend: \$1985                        |
| <p>13. <b>Ms. Veronica Woods</b>, Marching Band Guard Assistant - Fall, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Veronica Woods</b> as Marching Band Guard Assistant - Fall at New Milford High School effective August 13, 2018.</p>              | 2018-2019 Stipend: \$1985                        |

**12. COACHING STAFF**

**a. RESIGNATIONS**

1. **Mr. Mark Grello** Girls' Assistant Swim Coach, New Milford High School  
Move that the Board of Education approve the resignation of **Mr. Mark Grello** as Girls' Assistant Swim Coach at New Milford High School effective December 11, 2017.

Personal Reasons

**13. COACHING STAFF**

**b. APPOINTMENTS**

1. **Ms. Tricia Blood**, Girls' Interscholastic Field Hockey Coach, Schaghticoke Middle School  
Move that the Board of Education appoint **Ms. Tricia Blood** as Girls' Interscholastic Field Hockey Coach at Schaghticoke Middle School effective September 1, 2018.
2. **Ms. Tricia Blood**, Girls' Intramural Field Hockey Coach, Schaghticoke Middle School  
Move that the Board of Education appoint **Ms. Tricia Blood** as Girls' Intramural Field Hockey Coach at Schaghticoke Middle School effective September 1, 2018.
3. **Mr. Pierre de St. Croix**, Girls' and Boys' Interscholastic Soccer Coach, Schaghticoke Middle School  
Move that the Board of Education appoint **Mr. Pierre de St. Croix** as Girls' and Boys' Interscholastic Soccer Coach at Schaghticoke Middle School effective September 1, 2018.
4. **Mr. Rob Hibbard**, Girls' and Boys' Intramural Soccer Coach, Schaghticoke Middle School  
Move that the Board of Education appoint **Mr. Rob Hibbard** as Girls' and Boys' Intramural Soccer Coach at Schaghticoke Middle School effective September 1, 2018.
5. **Mr. Rob Hibbard**, Girls' and Boys' Interscholastic Sports Coordinator, Schaghticoke Middle School  
Move that the Board of Education appoint **Mr. Rob Hibbard** as Girls' and Boys' Interscholastic Sports Coordinator at Schaghticoke Middle School effective September 1, 2018.

2018-2019 Stipend: \$1985

Current staff member

2018-2019 Stipend: \$992

Current staff member

2018-2019 Stipend: \$1985

Current staff member

2018-2019 Stipend: \$992

Current staff member

2018-2019 Stipend: \$4468

Current staff member



- |  |   |
|--|---|
| <p>6. <b>Mr. Rob Hibbard</b>, Girls' and Boys' Intramural Sports Coordinator, Schaghticoke Middle School<br/><b>Move</b> that the Board of Education appoint <b>Mr. Rob Hibbard</b> as Girls' and Boys' Intramural Sports Coordinator at Schaghticoke Middle School effective September 1, 2018.</p>                 | <p>2018-2019 Stipend: \$992<br/>Current staff member</p>  |
| <p>7. <b>Mr. Scott Hoffman</b>, Girls' and Boys' Interscholastic Cross Country Coach, Schaghticoke Middle School<br/><b>Move</b> that the Board of Education appoint <b>Mr. Scott Hoffman</b> as Girls' and Boys' Interscholastic Cross Country Coach at Schaghticoke Middle School effective September 1, 2018.</p> | <p>2018-2019 Stipend: \$1985<br/>Current staff member</p> |
| <p>8. <b>Mrs. Theresa McGuinness</b>, Girls' Interscholastic Cross Country Coach, Schaghticoke Middle School<br/><b>Move</b> that the Board of Education appoint <b>Mrs. Theresa McGuinness</b> as Girls' Interscholastic Cross Country Coach at Schaghticoke Middle School effective September 1, 2018.</p>         | <p>2018-2019 Stipend: \$1985<br/>Current staff member</p> |
| <p>9. <b>Mr. Matt Wall</b>, Boys' Interscholastic Cross Country Coach, Schaghticoke Middle School<br/><b>Move</b> that the Board of Education appoint <b>Mr. Matt Wall</b> as Boys' Interscholastic Cross Country Coach at Schaghticoke Middle School effective September 1, 2018.</p>                               | <p>2018-2019 Stipend: \$1985<br/>Current staff member</p> |

**14. LEAVES OF ABSENCE**

1. **None**



SUMMARY BY MOC (MAJOR OBJECT CODE)

RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	28,863,468	-194,261	28,669,207	28,457,381	0	211,826	99.26%
100'S	SALARIES - NON CERTIFIED	9,228,232	0	9,228,232	9,002,985	0	225,247	97.56%
200'S	BENEFITS	10,445,551	0	10,445,551	10,246,354	81,469	117,728	98.87%
300'S	PROFESSIONAL SERVICES	3,867,186	85,831	3,953,017	3,692,721	193,224	58,255	98.30%
400'S	PROPERTY SERVICES	913,083	-16,089	896,994	766,500	85,137	45,357	94.94%
500'S	OTHER SERVICES	7,589,382	105,665	7,695,047	7,294,047	202,744	198,256	97.42%
600'S	SUPPLIES	2,665,330	15,002	2,680,332	2,456,359	163,123	60,851	97.73%
700'S	CAPITAL	192,005	2,836	194,841	169,747	18,222	6,872	96.47%
700'S	5 YEAR CAPITAL	322,500	0	322,500	318,835	3,512	153	99.95%
800'S	DUES AND FEES	88,427	1,015	89,442	78,314	2,461	8,667	90.31%
900'S	REVENUE	-1,364,578	0	-1,364,578	-1,175,525	0	-189,053	86.15%
OTHER	REQUESTED CONTRIBUTION TO OFFSET TOWN REVENUE REDUCTION FROM STATE IN ECS FUNDING FOR 2017/2018	0	0	0	450,000	0	-450,000	
<b>GRAND TOTAL</b>		<b>62,810,586</b>	<b>0</b>	<b>62,810,586</b>	<b>61,757,718</b>	<b>749,891</b>	<b>294,160</b>	<b>99.52%</b>

SALARIES - NON CERTIFIED BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	540,946	0	540,946	498,806	0	42,140	92.21%
51201	SALARIES - NON CERT - PARA EDUCATORS	1,921,245	1,800	1,923,045	1,922,972	0	73	100.00%
51202	SALARIES - NON CERT - SUBSTITUTES	825,384	0	825,384	791,403	0	33,981	95.88%
51210	SALARIES - NON CERT - SECRETARY	1,924,596	0	1,924,596	1,923,901	0	695	99.96%
51225	SALARIES - NON CERT - TUTORS	293,362	-1,800	291,562	279,960	0	11,602	96.02%
51240	SALARIES - NON CERT - CUSTODIAL	1,907,371	0	1,907,371	1,863,741	0	43,630	97.71%
51250	SALARIES - NON CERT - MAINTENANCE	925,332	0	925,332	862,578	0	62,754	93.22%
51285	SALARIES - NON CERT - TECHNOLOGY	462,965	0	462,965	441,385	0	21,580	95.34%
51336	SALARIES - NON CERT - NURSES	427,031	0	427,031	418,241	0	8,790	97.94%
<b>TOTAL</b>		<b>9,228,232</b>	<b>0</b>	<b>9,228,232</b>	<b>9,002,985</b>	<b>0</b>	<b>225,247</b>	<b>97.56%</b>

BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	643,000	0	643,000	600,210	0	42,790	93.35%
52201	BENEFITS - MEDICARE	531,000	0	531,000	518,880	0	12,120	97.72%
52300	BENEFITS - PENSION	850,047	0	850,047	850,047	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	25,000	0	25,000	7,907	11,393	5,700	77.20%
52810	BENEFITS - HEALTH INSURANCE	7,534,000	0	7,534,000	7,497,300	36,700	0	100.00%
52820	BENEFITS - DISABILITY INSURANCE	135,000	0	135,000	99,108	33,036	2,856	97.88%
52830	BENEFITS - LIFE INSURANCE	114,300	0	114,300	110,192	0	4,108	96.41%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	613,204	0	613,204	562,710	340	50,154	91.82%
<b>TOTAL</b>		<b>10,445,551</b>	<b>0</b>	<b>10,445,551</b>	<b>10,246,354</b>	<b>81,469</b>	<b>117,728</b>	<b>98.87%</b>



## EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	28,863,468	-194,261	28,669,207	28,457,381	0	211,826	99.26%
51200	NON-CERTIFIED SALARIES	9,228,232	0	9,228,232	9,002,985	0	225,247	97.56%
52000	BENEFITS	10,445,551	0	10,445,551	10,246,354	81,469	117,728	98.87%
53010	LEGAL SERVICES	200,000	0	200,000	203,657	2,591	-6,248	103.12%
53050	CURRICULUM DEVELOPMENT	85,000	0	85,000	979	0	75,204	1.15%
53200	PROFESSIONAL SERVICES	1,951,261	40,417	1,991,678	1,906,976	106,951	-22,248	101.12%
53201	MEDICAL SERVICES - SPORTS	28,000	2,500	30,500	30,500	0	0	100.00%
53210	TIME & ATTENDANCE SOFTWARE	2,874	0	2,874	922	0	1,952	32.09%
53220	IN SERVICE	116,160	-1,070	115,090	101,743	13,249	98	99.91%
53230	PUPIL SERVICES	919,056	42,845	961,901	905,631	56,238	32	100.00%
53300	OTHER PROF/ TECH SERVICES	40,693	1,139	41,832	37,854	3,588	390	99.07%
53310	AUDIT/ACCOUNTING	45,000	0	45,000	45,000	0	0	100.00%
53500	TECHNICAL SERVICES	174,292	0	174,292	173,670	600	22	99.99%
53530	SECURITY SERVICES	200,850	0	200,850	181,789	10,007	9,054	95.49%
53540	SPORTS OFFICIALS SERVICES	104,000	0	104,000	104,000	0	0	100.00%
54101	CONTRACTUAL TRASH PICK UP	88,527	0	88,527	74,628	0	13,899	84.30%
54301	REPAIRS & MAINTENANCE	405,892	0	405,892	366,385	55,489	-15,982	103.94%
54302	FIRE / SECURITY MAINTENANCE	1,500	0	1,500	1,074	0	426	71.61%
54303	GROUNDS MAINTENANCE	17,028	0	17,028	11,474	790	4,764	72.02%
54310	GENERAL REPAIRS	47,416	-1,055	46,361	34,653	6,828	4,880	89.47%
54320	TECHNOLOGY RELATED REPAIRS	41,620	-12,600	29,020	22,908	1,800	4,312	85.14%
54411	WATER	65,961	0	65,961	45,785	14,758	5,418	91.79%
54412	SEWER	22,900	0	22,900	22,402	0	498	97.82%
54420	LEASE/RENTAL EQUIP/VEH	222,239	-2,434	219,805	187,190	5,473	27,142	87.65%
55100	PUPIL TRANSPORTATION - OTHER	113,050	0	113,050	109,435	2,621	994	99.12%
55101	PUPIL TRANS - FIELD TRIP	35,750	0	35,750	22,216	130	13,404	62.51%
55105	TRANSPORTATION - SUMMER	16,000	0	16,000	0	0	16,000	0.00%
55110	STUDENT TRANSPORTATION	4,356,380	209,479	4,565,859	4,565,179	0	680	99.99%
55190	STUDENT TRANSPORTATION PURCHAS	1,500	0	1,500	1,483	0	17	98.85%
55200	GENERAL INSURANCE	322,304	0	322,304	321,818	0	487	99.85%
55300	COMMUNICATIONS	49,034	0	49,034	44,812	3,840	381	99.22%
55301	POSTAGE	34,381	0	34,381	24,574	9,807	0	100.00%
55302	TELEPHONE	50,452	0	50,452	81,618	10,180	-41,346	181.95%



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	4,000	0	4,000	2,879	0	1,121	71.97%
55505	PRINTING	52,738	240	52,978	34,792	13,753	4,433	91.63%
55600	TUITION	20,000	0	20,000	16,370	0	3,630	81.85%
55610	TUITION TO IN STATE DIST	804,194	223,323	1,027,517	906,341	54,954	66,223	93.56%
55630	TUITION TO PRIVATE SOURCES	1,679,070	-321,177	1,357,893	1,133,846	106,035	118,012	91.31%
55800	TRAVEL	50,529	-6,200	44,329	28,685	1,424	14,220	67.92%
56100	GENERAL INSTRUCTIONAL SUPPLIES	177,262	1,027	178,289	141,752	17,754	18,784	89.46%
56110	INSTRUCTIONAL SUPPLIES	422,194	3,922	426,116	361,720	30,632	33,764	92.08%
56120	ADMIN SUPPLIES	31,029	0	31,029	30,276	0	753	97.57%
56210	NATURAL GAS	191,000	0	191,000	166,148	24,852	0	100.00%
56220	ELECTRICITY	914,921	0	914,921	889,820	25,101	0	100.00%
56230	PROPANE	1,825	0	1,825	1,825	0	0	100.00%
56240	OIL	194,384	0	194,384	156,540	37,844	0	100.00%
56260	GASOLINE	28,801	-2,000	26,801	15,826	8,667	2,308	91.39%
56290	FACILITIES SUPPLIES	272,421	7,949	280,370	271,332	9,037	0	100.00%
56291	MAINTENANCE COMPONENTS	13,835	5,393	19,228	17,950	1,278	0	100.00%
56292	UNIFORMS/ CONTRACTUAL	3,320	-749	2,572	2,125	0	447	82.63%
56293	GROUNDKEEPING SUPPLIES	12,000	0	12,000	11,938	0	62	99.49%
56410	TEXTBOOKS	129,608	-10,085	119,523	118,974	455	94	99.92%
56411	CONSUMABLE TEXTS	125,824	-300	125,524	124,852	0	672	99.46%
56420	LIBRARY BOOKS	83,249	4,700	87,949	80,713	7,165	71	99.92%
56430	PERIODICALS	18,591	-320	18,271	16,217	338	1,716	90.61%
56460	WORKBOOKS	27,586	-5,068	22,518	20,359	0	2,159	90.41%
56500	SUPPLIES - TECH RELATED	17,480	10,533	28,013	27,991	0	22	99.92%
57300	BUILDINGS	111,350	0	111,350	107,838	3,512	0	100.00%
57340	COMPUTERS/TECH HARDWARE	37,425	3,880	41,305	39,391	448	1,466	96.45%
57345	INSTRUCTIONAL EQUIPMENT	55,617	0	55,617	41,253	12,490	1,874	96.63%
57400	GENERAL EQUIPMENT	121,285	-1,043	120,242	114,184	2,506	3,552	97.05%
57500	FURNITURE AND FIXTURES	188,828	0	188,828	185,917	2,779	133	99.93%
58100	DUES & FEES	88,427	1,015	89,442	78,314	2,461	8,667	90.31%
<b>EXPENDITURE TOTAL</b>		<b>64,175,164</b>	<b>0</b>	<b>64,175,164</b>	<b>62,483,243</b>	<b>749,891</b>	<b>933,213</b>	<b>98.53%</b>



## REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-716,249	0	-716,249	-501,834	0	-214,415	70.06%
43105	MEDICAID REIMBURSEMENT	-49,575	0	-49,575	-48,362	0	-1,213	97.55%
44105	FOI & FINGERPRINTING FEES	-2,200	0	-2,200	-1,548	0	-652	70.36%
44705	BUILDING USE FEES	-55,000	0	-55,000	-56,884	0	1,884	103.43%
44800	REGULAR ED TUITION	-82,000	0	-82,000	-110,000	0	28,000	134.15%
44822	SPECIAL ED TUITION	-36,400	0	-36,400	-31,758	0	-4,642	87.25%
44860	ADMISSIONS/ATHLETIC GATE RECEIPTS	-25,400	0	-25,400	-22,500	0	-2,900	88.58%
44861	PARKING PERMIT FEES	-36,224	0	-36,224	-43,000	0	6,776	118.71%
44862	SCHOOL MUSICAL TICKET SALES	-11,411	0	-11,411	-11,411	0	0	100.00%
49102	TRANSFER IN-OTHER	-27,619	0	-27,619	-25,729	0	-1,891	93.16%
49599	CAPITAL RESERVE	-322,500	0	-322,500	-322,500	0	0	100.00%
<b>REVENUE TOTAL</b>		<b>-1,364,578</b>	<b>0</b>	<b>-1,364,578</b>	<b>-1,175,525</b>	<b>0</b>	<b>-189,053</b>	<b>86.15%</b>
REQUESTED CONTRIBUTION TO OFFSET TOWN REVENUE REDUCTION FROM STATE IN ECS FUNDING FOR 2017/2018		0	0	0	450,000	0	-450,000	
<b>GRAND TOTAL</b>		<b>62,810,586</b>	<b>0</b>	<b>62,810,586</b>	<b>61,757,718</b>	<b>749,891</b>	<b>294,160</b>	<b>99.52%</b>



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

Funding	Location	Vendor Name	Description	Amount	Object Code
GENERAL	DISTRICT	EDADVANCE	LEARNING SERVICES FEE FOR LIVE BOOK	\$ 12,500.00	53220
GENERAL	CO	JOSEPH MERRITT & CO	SCANNING AND INDEXING OF FILES IN CENTRAL OFFICE	\$ 9,692.25	53200
GRANT*	NMHS	WHALLEY COMPUTER	CHROMEBOOKS WITH LICENSES (30)	\$ 8,587.75	57400
GENERAL	NMHS	SELECT PHYSICAL THERAPY	ATHLETIC TRAINING SERVICES	\$ 8,500.00	55630
GRANT*	DISTRICT	REVISION LEARNING	PROFESSIONAL LEARNING DATA COLLECTION	\$ 8,385.76	53300
GENERAL	SPED	CENTER FOR CHILDREN W/ SPECIAL NEEDS	PSYCHOLOGICAL EVALUATION FOR STUDENT	\$ 6,000.00	53230
GENERAL	SPED	MULTILINGUAL REHABILITATION	NEUROPSYCH ASSESSMENT FOR STUDENT	\$ 5,250.00	53230



DETAIL			FROM (-)			TO (+)		
#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
NMHS-1	PHYSICAL THERAPY THROUGH FISCAL YEAR END	\$2,500.00	NMHS	BLE32040 STUDENT ACTIVITIES	54420 LEASE / RENTAL	NMHS	BLE32040 STUDENT ACTIVITIES	53201 SPORTS MEDICAL SERVICES

Approval given at prior months meeting  
Across MOC

DETAIL			FROM (-)			TO (+)		
#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
DOI-1	ADDITIONAL 504 TUTORS THROUGH FISCAL YEAR END	\$1,800.00	DISTRICT	BDZ10000 DEPARTMENT OF INSTRUCTION	51201 PARA EDUCATORS	DISTRICT	BDZ10000 DEPARTMENT OF INSTRUCTION	51225 TUTORS

Informational  
Within Major Object Code

# **Voluntary Correction Action Plan**

**School District: New Milford**

**School Name: New Milford High School**

## **ACTION ITEMS**

Signature:



*Updated June 18, 2018*  
*(Updates in **Bold**)*



<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
<p>The recipient does not provide an annual public notification in the local newspaper, posters advertising programs or any other publications. Legal Requirements: Title IX: 34 C.F.R., Section 106.8 (b), Section 504: 34 C.F.R., Section 104.7 (a), Title II: 28 C.F.R., Section 35.107 (a) and Guidelines IV-O requires that the recipient prior to the beginning of each school year, advise students, parents, employees and general public that all vocational opportunities are offered regardless of race, color, national origin, sex or disability. The notice must also include a brief summary of program offerings and admission criteria and the name, office address and phone number of persons designated to coordinate compliance under Title IX and Section 504. In determining whether the recipient complies with the annual public notification requirement, the review team reviewed the program announcements and brochures that were submitted by the recipient. After reviewing all of the materials that were submitted, the recipient did not provide enough evidence to indicate its compliance with the annual public notification requirement, for example, advertising in the local newspaper that all vocational opportunities are offered regardless of race, color, national origin, sex or disability.</p>	<p>The newspaper notification will be in an August issue of our local newspaper.</p>	<p>August, 2012</p>

<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
<p>The recipient does not provide the contact information for the Title IX and Section 504 coordinator in its annual public notification in the local newspaper, posters advertising programs or any other publications. The contact information should include the name, office address and phone number of the Title IX and Section 504 coordinator. Legal Requirements: Title IX 34 C.F.R., Section 106.8(b), Title II: 28 C.F.R. Section 35.107(a) and Section 504: 34 C.F.R., Section 104.7(a) indicates that a recipient must notify students and employees of the name, office address and phone number of the designated employee. In determining whether the recipient complies with the notification requirement, the review team reviewed the program announcements and brochures that were submitted by the recipient. After reviewing the materials that were submitted, the recipient did not provide enough evidence to indicate its compliance with the notification requirement for the Title IX and Section 504 Coordinator, for example, publishing this information in the local newspaper.</p>	<p>The newspaper notification will be in an August issue of our local newspaper.</p>	<p>August, 2012</p>

<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
<p>Auditorium</p> <p>Does the auditorium have more than one remote and a separate exit for persons with disabilities?</p>	<p>Install two push-button exit doors on the east and west sides of the theatre.</p>	<p><b>August, 2016</b></p>
<p>Auditorium</p> <p>Is there a listening system to assist at least two people with severe hearing loss?</p>	<p>Install a wireless FM system.</p>	<p>August, 2012</p>
<p>Auditorium</p> <p>Is the auditorium accessible to, and functional for the physically, handicapped to, through and within their doors, without loss of function, space or facility, and/or is the auditorium usable under Section 504 of the Rehabilitation Act of 1973 (Section 104.23), or under the ADA (Section 35.151)?</p> <p><b>Note:</b> Although there is a wheel chair lift that accesses the control room level, there is no clear unobstructed route for lift to control room. No handicap seating on upper tiered seating area (no access from lift).</p>	<p>Handicapped seating cannot be installed in upper tier.</p>	<p>For future budgetary consideration.</p>

<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
<p>Cafeteria</p> <p>Is the cafeteria accessible to, and functional for the physically, handicapped to, through and within their doors, without loss of function, space or facility, and/or is the cafeteria usable under Section 504 of the Rehabilitation Act of 1973 (Section 104.23), or under the ADA (Section 35.151)?</p>	<p>Purchase new food prep sink.</p>	<p>August, 2012</p>
<p>Culinary</p> <p>Are washing machines and clothes dryers front loading?</p>	<p>Purchase new front-loading washing machine.</p>	<p>June, 2012</p>
<p>Elevators and Platform Lifts (Elevators)</p> <p>Is the elevator not locked allowing unassisted access?</p>	<p>Install proximity readers on all elevators.</p>	<p>A portion of this work was recently priced out for an estimated cost of <b>\$30,000.00</b>. Note-this is not an “all-in” price, simply just the elevator company’s estimate to perform their portion of the work. For future budgetary consideration.</p>

<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
<p>Elevators and Platform Lifts (Elevators)</p> <p>Can the elevator be operated with one hand and without tight grasping, pinching, or twisting of the wrist?</p>	<p>Install proximity readers on all elevators.</p>	<p>A portion of this work was recently priced out for an estimated cost of <b>\$30,000.00</b>. Note-this is not an “all-in” price, simply just the elevator company’s estimate to perform their portion of the work. For future budgetary consideration.</p>
<p>Entrances</p> <p>Is the entrance accessible to, and functional for the physically, handicapped to, through, and within their doors, without loss of function, space or facility, and/or is the entrance usable under Section 504 of the Rehabilitation Act of 1973 (Section 104.23), or under the ADA (Section 35.151)?</p>	<p>Install push-button exit doors on front and rear entrances.</p>	<p><b>September, 2016</b></p>
<p>Floors and Exits</p> <p>Is the floor and/or exit accessible to, and functional for the physically, handicapped to, through, and within their doors, without loss of function, space or facility, and/or is the floor and/or exit usable under Section 504 of the Rehabilitation Act of 1973 (Section 104.23), or under the ADA (Section 35.151)?</p>	<p>Install push button access controls.</p>	<p><b>September, 2016</b></p>

<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
<p>Gymnasium</p> <p>Is the gymnasium accessible to, and functional for the physically, handicapped to, through, and within their doors, without loss of function, space or facility, and/or is the gymnasium usable under Section 504 of the Rehabilitation Act of 1973 (Section 104.23), or under the ADA (Section 35.151)?</p>	<p>Install push-button exit doors.</p>	<p><b>September, 2016</b></p>
<p>Kitchen (General)</p> <p>Does the room have a fire alarm?</p>	<p>Install fire alarm.</p>	<p>March, 2012</p>
<p>Library (Check-Out Area)</p> <p>Is the check-out counter 28-34 inches above the floor?</p>	<p>New check-out counter needs to be purchased and installed.</p>	<p>August, 2012</p>
<p>Library (General)</p> <p>Is the library accessible to, and functional for the physically, handicapped to, through, and within their doors, without loss of function, space or facility, and/or is the library usable under Section 504 of the Rehabilitation Act of 1973 (Section 104.23), or under the ADA (Section 35.151)?</p>	<p>Install push-button exit doors at the main entrance.</p>	<p>August, 2012</p>

<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
<p>Locker/Shower (General)</p> <p>Is the locker/shower accessible to, and functional for the physically handicapped to go through, and within their doors, without loss of function, space or facility, and/or is the locker/shower usable under Section 504 of the Rehabilitation Act of 1973 (Section 104.23), or under the ADA (Section 35.151)?</p>	<p>Seek architectural advice to remediate.</p>	<p>For future budgetary consideration.</p>
<p>Site</p> <p>Are the walks a minimum of 36 inches wide?</p>	<p>Asphalt walk-ways and pads need to be installed.</p>	<p><b>July, 2016</b></p>
<p>Site</p> <p>Are the curb ramps flared sides 1:10 (or 1:12 if the ramp is less than 48 inches from an obstruction)?</p>	<p>Curb ramps will be modified to meet standard.</p>	<p>August, 2012</p>

<u>Noncompliance Issues</u>	<u>Corrective Action Plan</u>	<u>Completion Date</u>
<p>Site</p> <p>Is there an accessible route to the athletic fields, dugouts bleachers, playgrounds, and accessible playground apparatus from the gymnasium?</p>	<p>Same as page 18, Item #2. Asphalt walk-ways and pads need to be installed.</p>	<p><b>July, 2016</b></p>
<p>Site</p> <p>Are there accessible wheelchair locations at the bleachers, dugouts, and viewing areas (both sides for ball fields)?</p>	<p>Same as page 18, Item #2. Asphalt walk-ways and pads need to be installed.</p>	<p><b>July, 2016</b></p>
<p>Site</p> <p>If the bleachers are raised, is there more than one accessible means of egress?</p>	<p>Same as Page 18, Item #2. Asphalt walk-ways and pads need to be installed.</p>	<p>July, 2016</p>



<b><u>Noncompliance Issues</u></b>	<b><u>Corrective Action Plan</u></b>	<b><u>Completion Date</u></b>
<p>Stairs and Stairwells</p> <p>Do the steps avoid abrupt nosing?</p>	<p>Seek architectural advice to remediate.</p>	<p>For future budgetary consideration.</p>
<p>Stairs and Stairwells</p> <p>Are the stairs accessible to, and functional for the physically, handicapped to, through, and within their doors, without loss of function, space or facility, and/or are the stairs usable under Section 504 of the Rehabilitation Act of 1973 (Section 104.23), or under the ADA (Section 35.151)?</p>	<p>Seek architectural advice to remediate.</p>	<p>For future budgetary consideration.</p>
<p>Toilets (Single User and Gang Toilet Room)</p> <p>Is the toilet room accessible to, and functional for the physically, handicapped to, through and within their doors, without loss of function, space or facility, and/or is the toilet room usable under Section 504 of the Rehabilitation Act of 1973 (Section 104.23), or under the ADA (Section 35.151)?</p>	<p>Install push button access controls.</p>	<p>For future budgetary consideration.</p>