

**New Milford Board of Education  
Operations Sub-Committee  
June 3, 2008  
Lillis Administration Building, Room 2**

Present:	*Mrs. Wendy Faulenbach, Committee Chairperson
	*Mr. David Lawson
	Mrs. Amy Llerena
	*Mr. Tom McSherry
	Mrs. Julie Turk
	Mrs. Alex Thomas
	*Mr. William Wellman
	Dr. Lisa Diamond, ex-officio Board chairperson

**\*Committee Members**

Also Present	Dr. JeanAnn C. Paddyfote, Superintendent of Schools
	Mr. Thomas Mulvihill, Assistant Superintendent of Schools
	Mr. John Calhoun, Director of Facilities
	Mr. Leo Rogoza, Asst. Facilities Manager
	Mr. John Turk, Director of Fiscal Operations
	Mr. John Lee, Asst. Principal, High School
	Mrs. Adele Johnson, Director of Pupil Personnel & Special Services

1.	The meeting of the New Milford Board of Education Operations Sub- Committee was called to order at 7:30 p.m. by Mrs. Faulenbach.	Call to Order
2.	No public comment.	No public Comment.
3.B  1,2	Mrs. Faulenbach asked, if there were no objections, could agenda items be discussed out of order.  <b>Monthly Reports – Request for Transfers &amp; Budget Position as of 5/30/08.</b> <ul style="list-style-type: none"> <li>➤ Mr. Turk reported the balance 1.664, 96.1% vs. last year 2.1 or 97%.</li> <li>➤ Review of expenditures for June revealed average of 1.6.</li> <li>➤ Anticipated end of year balance between \$400 and \$500,000.</li> <li>➤ The amount received for excess costs was less by about \$50,000.</li> </ul> Mr. McSherry moved to bring monthly reports to full board for approval, seconded by Mrs. Llerena. Motion passed unanimously.	Motion passed unanimously to bring Exhibit B monthly reports to full Board for approval.
J.	<b>2008-2009 Budget Adjustments</b>  <ul style="list-style-type: none"> <li>➤ Dr. Paddyfote will bring to the June 10<sup>th</sup> meeting proposed items for the 1.8 million dollar adjustment.</li> </ul>	2008-2009 Budget Adjustments.

	<ul style="list-style-type: none"> <li>➤ Mr. McSherry asked if any there are any savings that can be used; could a reduction in insurance be used.</li> <li>➤ Dr. Paddyfote reported a reduction in terms of staffing; suggested capital reserve account balance be reviewed; medical reserve line item be looked at.</li> <li>➤ Mr. Turk will meet with Ray Jankowski and consultant on financial condition of that account.</li> <li>➤ Mr. Lawson suggested large ticket items that could be postponed; also Mr. Lawson asked about cost avoidance items.</li> </ul>	
<p><b>K.</b></p>	<p><b>Year End Projects</b></p> <ul style="list-style-type: none"> <li>➤ Dr. Paddyfote reminded members of discussions about safety and security issues; a motion was made to send request to Board of Finance for money from capital reserve amounting to \$297,500. Items such as asbestos removal, carpet replacement, cameras, replacement of exterior doors.</li> <li>➤ Mr. Calhoun had items to be considered such as small roof leaks, septic pump-up system pump chamber replacement; emergency lighting replacement, drainage problem at Pettibone; boiler repairs or enhancements to improve energy efficiency; replacement of scrubber at the high school. Total of these items \$66,900, grand total for all items would be \$355,950.</li> <li>➤ Mrs. Llerena urged that the asbestos removal be given top priority.</li> </ul> <p>Mr. McSherry moved to bring all the Year End Projects to the full Board for approval. Mrs. Llerena seconded the motion.</p>	<p>Year end projects. Motion passed unanimously to bring Year End Projects to the full Board for approval.</p>

	<ul style="list-style-type: none"> <li>➤ Mr. Calhoun reported that bids are out for asbestos removal with the need to notify the contractor when money is approved. Mr. Calhoun cannot guarantee that the contractor has not taken other jobs.</li> <li>➤ Mrs. Faulenbach asked Mr. Calhoun to contact the contractor regarding the possible approval that might be forthcoming at the June 10<sup>th</sup> meeting.</li> </ul> <p>Vote on motion – unanimous approval.</p>	
3.A	<p><b>Exhibit A – Certified, Non-Certified Appointments, Resignations and Leaves of Absence</b></p> <p>Mrs. Turk moved to bring Exhibit A Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval. Mr. McSherry seconded the motion which passed unanimously.</p>	Motion passed unanimously to bring Exhibit A – Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.
3.C	<p><b>Gifts and Donations</b></p> <p>The Vincent Kustos Award in memory of a long-time janitor working for the Board.</p> <p>Mr. McSherry moved to bring Gifts and Donations to the Board for approval. Motion seconded by Mrs. Llerena and passed unanimously.</p>	Motion to bring Gifts and Donations to the Board for approval passed unanimously.
3.D	<p><b>Grants</b></p> <ul style="list-style-type: none"> <li>➤ Mr. Lee reported that the Perkins Grant is \$36,000, allowing for funding items not in the budget, highlighting programs for teachers.</li> <li>➤ Personal Finance Grant covers the Adult Education program, specifically personal finance; grant amount \$15,500.</li> <li>➤ The IDEA grant, according to Mrs. Johnson, is for transition schooling. This is a two-year grant for items not in the Board of Education budget.</li> </ul>	Motion passed unanimously to bring Grant requests to the Board for approval.

	Mrs. Turk moved to bring the Grant requests to the Board for approval, seconded by Mr. McSherry. Motion passed unanimously.	
3.E	<b>John J. McCarthy Observatory Annual Report</b>  The information requires no Board action.	FYI - John J. McCarthy Observatory Annual Report.
3.F	Motion made by Mr. McSherry to authorize the Superintendent to accept resignations and make appointments from June 11, 2008 through September 9, 2008. Seconded by Mrs. Llerena. Motion passed unanimously.	Unanimous approval to send to the full Board to authorize the Superintendent to accept resignations and make appointments from June 11 through September 9, 2008.
3.G	Motion made by Mrs. Llerena to authorize the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 11, 2008 through September 9, 2008. Seconded by Mr. McSherry. Motion passed unanimously.	Unanimous approval to send to the full Board to authorize the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 11, 2008 through September 9, 2008.
3.H	<b>Legal Counsel</b>  To comply with Board policy regarding appointment of Board attorney. <ul style="list-style-type: none"> <li>➤ Mr. Wellman inquired about legal expenditures. Dr. Paddyfote reported \$105,000 spent which included hearings.</li> <li>➤ When asked by Mr. Wellman if other firms are given the opportunity to bid; Dr. Paddyfote replied that every 3 years bids are sought.</li> </ul> Mr. McSherry moved to recommend to the full Board that Sullivan, Schoen, Campane and Conner be appointed as Board of Education Counsel for 2008-09 starting in the fall. Mrs. Llerena seconded the motion which passed unanimously.	Unanimous approval to recommend to the full Board the appointment of Sullivan, Schoen, Campane and Connon as Board of Education Counsel for 2008-09.

3.I	<b>Drivers' Ed Fees</b>  Dr. Paddyfote suggested increasing the Drivers' Ed Fees based on \$4.50/per gallon of gasoline.  Mr. McSherry moved to bring the recommended increase in Drivers' Ed Fees to the full board for approval. Mrs. Turk seconded the motion which passed unanimously.	Motion passed unanimously to bring increase in drivers' ed fees to the full Board for approval.
4.	Mr. McSherry moved to adjourn the meeting at 8:13 p.m., seconded by Mrs. Llerena. Motion passed unanimously.	Motion to adjourn at 8:13 p.m. passed unanimously.

Respectfully submitted,

Wendy Faulenbach, Chair  
Operations Sub-Committee