

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

BOARD OF EDUCATION
MEETING NOTICE

DATE:	March 13, 2012
TIME:	7:30 P.M.
PLACE:	Sarah Noble Intermediate School – Library Media Center

GEORGE C. BUCKBEE
TOWN CLERK

gm

2012 MAR -9 P 1:12

NEW MILFORD, CT

AGENDA

New Milford Public Schools Mission Statement

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

1. CALL TO ORDER

A. Pledge of Allegiance

2. RECOGNITION

- A. SNIS and SMS Geography Bee winners
- B. Ct Fire Prevention Poster winner
- C. VFW Patriot's Pen Essay winner
- D. Science Horizons 2012 winners
- E. Board of Education Appreciation for Service

3. PUBLIC COMMENT

The Board welcomes Public Participation and asks that speakers please limit their comments to three minutes. Speakers may offer objective comments of items on this agenda. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the New Milford Public School System.

4. PTO REPORT

5. STUDENT REPRESENTATIVES' REPORT

6. APPROVAL OF MINUTES

- A. Approval of the following Board of Education Meeting Minutes
 - 1. Regular Meeting Minutes February 14, 2012
 - 2. Special Meeting Minutes March 8, 2012

7. SUPERINTENDENT'S REPORT

8. BOARD CHAIRMAN'S REPORT

9. COMMITTEE REPORTS

- A. Facilities Sub-Committee - Mr. Nichols
- B. Operations Sub-Committee - Mr. McSherry
- C. Policy Sub-Committee - Mr. Brant
- D. Committee on Learning - Mr. Lawson
- E. Education Connection – Mrs. Celli Rigdon
- F. Connecticut Boards of Education (CABE) - Mrs. Faulenbach
- G. Negotiations Committee - Mrs. Faulenbach

10. DISCUSSION AND POSSIBLE ACTION

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 13, 2012
- B. Monthly Reports
 - 1. Purchase Resolution D-644
 - 2. Budget Position as of February 29, 2012
 - 3. Request for Budget Transfers
- C. Gifts & Donations
 - 1. Exhibit B: PTO
- D. Textbook Approvals for Grade 12
- E. Approval of the Following Curricula
 - 1. Ecology I
 - 2. Ecology II
 - 3. Health II
 - 4. Social and Emotional Thinking
- F. Policy Recommended for First Review:
 - 1. 4121 Substitute Teachers
- G. Policy Recommended for Approval:
 - 1. 4118.25 Reporting Child Abuse and Neglect
- H. Policy Recommended for Deletion:
 - 1. 5141.4 Child Abuse/Neglect
- I. Five Year Capital Plan

11. ITEMS FOR INFORMATION AND DISCUSSION

- A. Field Trip Report
- B. Strategic School Profile

12. ADJOURN

ITEMS OF INFORMATION

Policy Sub-Committee Minutes – February 21, 2012
Committee on Learning Minutes – February 21, 2012
Facilities Sub-Committee Minutes – March 6, 2012
Operations Sub-Committee Minutes – March 6, 2012

Policy Sub-Committee Meeting March 20, 2012 – 6:30 p.m. Lillis Administration Building, Room 2	Facilities Sub-Committee Meeting April 3, 2012 – 6:30 p.m. Lillis Administration Building, Room 2
Committee on Learning Meeting March 20, 2012 – 7:30 p.m. Lillis Administration Building, Room 2	Operations Sub-Committee Meeting April 3, 2012 – 7:30 p.m. Lillis Administration Building, Room 2

**New Milford Board of Education
Regular Meeting Minutes
February 14, 2012
Sarah Noble Intermediate School Library Media Center**

GEORGE C. BUCKBEE
TOWN CLERK

2012 FEB 14 P 3:41

NEW MILFORD, CT

Present:	Mrs. Wendy Faulenbach, Chairperson Mr. Thomas Brant Mr. David Lawson Mr. Thomas McSherry Mr. Daniel Nichols Mrs. Lynette Celli Rigdon Mr. David Shaffer Mrs. Daniele Shook Mr. William Wellman
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Also Present:	Dr. Maureen McLaughlin, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Gregg Miller, Director of Fiscal Services Mr. John Calhoun, Director of Facilities Mr. Greg Shugrue, Principal, New Milford High School Daniel Winter, Student Representative Liam Lynch, Student Representative
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1.	Call to Order A. Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 7:30 pm. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Recognition A. JPS art teacher Heidi Fair, recipient of Artsonia's Annual Leadership Award Mrs. Kelleher noted that Ms. Fair had received one of ten leadership awards which Artsonia presents annually. B. NMHS students who achieved Advanced level on all four sections of CAPT Mr. Shugrue noted 35 students had achieved a score of five (advanced) on the CAPT test. The meeting recessed at 7:39 pm for a brief reception and reconvened at 7:50 pm.	Recognition A. JPS art teacher Heidi Fair, recipient of Artsonia's Annual Leadership Award B. NMHS students who achieved Advanced level on all four sections of CAPT
3.	Public Comment	Public Comment

	<ul style="list-style-type: none"> Mike Subudka of New Milford was present representing the 43 families that attend St. Joseph's School in Brookfield wondering how transportation might be arranged. Mrs. Faulenbach noted that public participation was not meant for give and take and she would suggest he contact the Superintendent's office to begin. 	
4.	PTO Report <ul style="list-style-type: none"> Mrs. Zona noted that scholarship applications are available at the high school career center and online on the PTO's website. They are due back April 13th. The next townwide meeting will be February 21st, because the 20th is a holiday, at Northville at 7 pm. 	PTO Report
5.	Student Representatives Report <ul style="list-style-type: none"> The second semester started February 1st. Incoming freshmen and their parents had a meeting at the high school on January 19th to receive information about the school and begin the sign-up for courses. February 7 – 9, current high school students had course sign-ups. The French Honor Society completed its Star project. The class of 2013 held a "Are You Smarter Than a Freshman" show on January 27th. The winter guard had a competition in Monroe on January 28th and one in Brookfield on February 4th. The Wrestling team won the SWC's. The Mr. Greenwave Competition will take place on February 24th. The 11th and 12th graders will have a "I Am Dirt" Presentation on February 27th about drug and alcohol awareness – parents can attend the session on February 28th at 6:30 pm. 	Student Representatives Report
6.	Approval of Minutes	Approval of Minutes
A.	Approval of the Annual Meeting Minutes of December 13, 2011, Regular Meeting Minutes of December 13, 2011, Special Meeting Minutes of	A. Annual Meeting Minutes of December 13, 2011, Regular Meeting Minutes of

	<p>December 15, 2011, Budget Hearing/Adoption Minutes of January 17, 18, 24 and 25, 2012</p> <p>Mr. Nichols moved to approve the Annual Meeting Minutes of December 13, 2011, Regular Meeting Minutes of December 13, 2011, Special Meeting Minutes of December 15, 2011, Budget Hearing/Adoption Minutes of January 17, 18, 24 and 25, 2012 seconded by Mr. Lawson.</p> <ul style="list-style-type: none"> Mrs. Celli Rigdon noted that on page 25 of the minutes she was quoted as saying “a coach would be hired after the plan is established” but what she actually said was the plan had to be in place before a coach could even be considered. <p>The motion passed unanimously.</p>	<p>December 13, 2011, Special Meeting Minutes of December 15, 2011, Budget Hearing/Adoption Minutes of January 17, 18, 24 and 25, 2012</p> <p>Motion made and passed unanimously to approve the Annual Meeting Minutes of December 13, 2011, Regular Meeting Minutes of December 13, 2011, Special Meeting Minutes of December 15, 2011, Budget Hearing/Adoption Minutes of January 17, 18, 24 and 25, 2012</p>
7.	<p>Superintendent’s Report</p> <ul style="list-style-type: none"> Mrs. Faulenbach reported in the absence of Dr. Paddyfote that the Schaghticoke Mock Trial Team won a spot in the recent quarterfinal competition but did not make it to the semifinals. Attorney Mancini from Cramer & Anderson helped to prepare the students. The high school science department had an almost clean sweep at the Science Horizons fair at Westconn. At the recent Coffee with the Superintendent, it was mentioned that a brief survey would be sent out to ask parents for a suggested schedule for 2012. There will be an art show at The Silo from February 25th – April 1st featuring student and staff work. The schools will be closed for President’s Day break on February 17th and 20th. 	<p>Superintendent’s Report</p>
8.	<p>Board Chairman’s Report</p> <ul style="list-style-type: none"> Mrs. Faulenbach thanked John Pettibone for its 	<p>Board Chairman’s Report</p>

	<p>recent Community Reads day.</p> <ul style="list-style-type: none"> • The Town Council met Monday, February 13th at which time they received the Mayor's recommended budget. She is recommending a cut in the Board's budget of \$1.2 million to come from the medical line item. The scheduled review date for the Board's budget will be February 27th. • Mr. Miller corrected the \$1.2 million number noting it was \$1,150,000. 	
9.	<p>Committee Reports</p> <p>A. Facilities Sub-Committee – Mr. Nichols</p> <p>Mr. Nichols said the Facilities Sub-Committee discussed the use of buildings fee structure and the capital reserve request. They also discussed the cost savings initiatives in energy.</p> <p>B. Operations Sub-Committee – Mr. McSherry</p> <p>Mr. McSherry said all of the items discussed at Operations were on the agenda.</p> <p>C. Policy Sub-Committee – Mr. Brant</p> <p>Mr. Brant said the Policy Sub-Committee will meet next Tuesday.</p> <p>D. Committee on Learning – Mr. Lawson</p> <p>Mr. Lawson said the Committee on Learning would meet next Tuesday to discuss four curricula and to review the dates for testing.</p> <p>E. Education Connection – Mrs. Celli Rigdon</p> <p>Mrs. Celli Rigdon said at the February 2nd meeting they discussed the Head Start program and the March on the Capitol which will be March 2nd.</p> <p>F. Connecticut Boards of Education – Mrs. Faulenbach</p> <p>Mrs. Faulenbach noted the Day on the Hill and invited</p>	<p>Committee Liaison Reports</p> <p>A. Facilities Sub-Committee</p> <p>B. Operations Sub-Committee</p> <p>C. Policy Sub-Committee</p> <p>D. Committee on Learning</p> <p>E. Education Connection</p> <p>F. Connecticut Boards of Education</p>

<p>G.</p>	<p>Board members to attend.</p> <p>Negotiations Committee – Mrs. Faulenbach</p> <p>Mrs. Faulenbach said the Sherman Contract had been renegotiated and is a three year contract. It is on the agenda for approval.</p>	<p>G. Negotiations Committee</p>
<p>10.</p> <p>A.</p> <p>B.</p>	<p>DISCUSSION AND POSSIBLE ACTION</p> <p>Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of February 14, 2012</p> <p>Mr. McSherry moved to approve Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of February 14, 2012, seconded by Mrs. Celli Rigdon and passed unanimously.</p> <p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Purchase Resolution D-643 2. Budget Position as of January 31, 2012 3. Request for Budget Transfers <p>Mr. Nichols moved to approve the monthly reports: Purchase Resolution D-643, Budget Position as of January 31, 2012, and Budget Transfers, seconded by Mr. McSherry.</p> <ul style="list-style-type: none"> • Mr. Lawson recused himself from the vote as he had a conflict with one of the purchase resolutions. • Mr. Wellman said he would be voting no because he looked up the cost of baseball uniforms on the internet and each one only cost \$50 including belts and socks, versus the ones in the purchase order that appear to be \$100 each. He does not understand the cost difference and therefore could not support the motion. <p>The motion passed 7-1-1.</p>	<p>Discussion and Possible Action</p> <p>Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of February 14, 2012</p> <p>Motion made and passed unanimously to approve Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of February 14, 2012</p> <p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Purchase Resolution D-643 2. Budget Position as of January 31, 2012 3. Request for Budget Transfers <p>Motion made and passed to approve the monthly reports: Purchase Resolution D-643, Budget Position as of January 31, 2012, and Budget Transfers</p>

	<p>Aye: Mr. Brant, Mrs. Faulenbach, Mr. McSherry, Mr. Nichols, Mrs. Celli Rigdon, Mr. Shaffer, Mrs. Shook No: Mr. Wellman Abstain: Mr. Lawson</p>	
C.	<p>Gifts & Donations 1.Exhibit B: Lowe's Toolbox for Education Grant to John Pettibone School</p> <p>Mr. Nichols moved to accept Exhibit B: Lowe's Toolbox for Education Grant to John Pettibone School in the amount of \$2,000, seconded by Mr. McSherry and passed unanimously.</p>	<p>Gifts & Donations 1. Exhibit B: Lowe's Toolbox for Education Grant to John Pettibone School</p> <p>Motion made and passed unanimously to accept Exhibit B: Lowe's Toolbox for Education Grant to John Pettibone School in the amount of \$2,000</p>
D.	<p>Use of Buildings: Fee Structure Adjustment</p> <p>Mr. Nichols moved to approve the Use of Buildings: Fee Structure Adjustment as of July 1, 2012, seconded by Mr. McSherry.</p> <ul style="list-style-type: none"> Mr. Lawson asked for a highlight of the changes and Mr. Calhoun said this affects users in groups 3-4-5 which are for-profit organizations. Facilities did an analysis of what other schools in our DRG charged and determined New Milford was low for these groups. This will allow for more income to maintain the properties. <p>The motion passed 8-1.</p> <p>Aye: Mr. Brant, Mrs. Faulenbach, Mr. Lawson, Mr. McSherry, Mr. Nichols, Mrs. Celli Rigdon, Mr. Shaffer, Mrs. Shook No: Mr. Wellman</p>	<p>Use of Buildings: Fee Structure Adjustment</p> <p>Motion made and passed to approve the Use of Buildings: Fee Structure Adjustment as of July 1, 2012</p>
E.	<p>Sherman Contract</p> <p>Mr. Lawson moved to approve the Agreement between the New Milford Board of Education and the Sherman Board of Education and to authorize the Board Chair to sign the agreement, seconded by</p>	<p>Sherman Contract</p> <p>Motion made and passed to approve the Agreement between the New Milford Board of Education and the Sherman Board of</p>

	<p>Mrs. Celli Rigdon.</p> <ul style="list-style-type: none"> • Mr. Shaffer asked where the numbers came from and Mrs. Faulenbach said it is a three year contract with a first year increase of 2.25%, second year of 2.25% and third year of 2.5%. • Mr. Miller noted that Sherman wanted a fixed cost for budgeting purposes and this gave them a baseline amount. • Mrs. Faulenbach said there are currently 107 students from Sherman and this is a long-standing relationship. • Mrs. Shook said she would abstain from this vote as she is a teacher in Sherman. <p>The motion passed 8-0-1.</p> <p>Aye: Mr. Brant, Mrs. Faulenbach, Mr. Lawson, Mr. McSherry, Mr. Nichols, Mrs. Celli Rigdon, Mr. Shaffer, Mr. Wellman Abstain: Mrs. Shook</p> <p>F. Capital Reserve Request: Hill & Plain Elementary School Boiler Project and Schaghticoke Middle School lockers</p> <ul style="list-style-type: none"> • Mrs. Faulenbach noted this item had gone to both Operations and Facilities Sub-Committees and had come up during the budget. <p>Mr. Nichols moved to send a request to the Town Council and Board of Finance to take \$450,000 from the Board of Education Capital Reserve account for the boiler project at Hill & Plain Elementary School and the lockers at Schaghticoke Middle School, seconded by Mr. Brant.</p> <ul style="list-style-type: none"> • Mr. McSherry noted that the request anticipated the cost of the boiler to be \$375,000 but if it turns out to be higher, then the locker replacement project would be cut back. • Mr. Lawson said he was supporting this because it is a proactive approach to this project. 	<p>Education and to authorize the Board Chair to sign the agreement.</p> <p>Capital Reserve Request: Hill & Plain Elementary School Boiler Project and Schaghticoke Middle School lockers</p> <p>Motion made and passed unanimously to send a request to the Town Council and Board of Finance to take \$450,000 from the Board of Education Capital Reserve account for the boiler project at Hill & Plain Elementary School and the lockers at Schaghticoke Middle School.</p>
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	The motion passed unanimously.	
11.	<p>ITEMS FOR INFORMATION AND DISCUSSION</p> <p>A. Textbook Preview for Grade 12</p> <p>B. Field Trip Report</p> <ul style="list-style-type: none"> Mr. Wellman asked for clarification on the Sarah Noble field trip. Dr. McLaughlin said it was for auditions for the middle school music festival and that she would get more information on it. Mr. Wellman asked why so many of these field trips had already occurred and Dr. McLaughlin noted it was because the last regular meeting was held in December but that she approved all the field trips prior to them taking place. <p>C. Town of New Milford Audit Report dated June 30, 2011</p> <ul style="list-style-type: none"> Mrs. Faulenbach noted that this report would be discussed at the Board of Finance. Mr. Miller said the auditors would present the report to the Board of Finance. Mr. Wellman said the \$17 million in indebtedness for the schools is for the high school and Sarah Noble renovations. Mrs. Faulenbach said the report was good for the Board and there were no management level issues for the Board. Mr. Miller noted that the audited and unaudited amount of approximately \$3,000 did not change. He also said there was a GASB note of designated versus undesignated or restricted versus unrestricted and that designated and undesignated would no longer be used. He also said the town ended up with an unrestricted amount of 12.6% and bonding agencies generally look for between 10 – 15%. 	<p>ITEMS FOR INFORMATION AND DISCUSSION</p> <p>Textbook Preview for Grade 12</p> <p>Field Trip Report</p> <p>Town of New Milford Audit Report dated June 30, 2011</p>
12.	<p>Adjourn</p> <p>Mr. Nichols moved to adjourn the meeting at 8:20 pm, seconded by Mr. McSherry and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:20 pm.</p>

**New Milford Board of Education
Regular Meeting Minutes
February 14, 2012
Sarah Noble Intermediate School Library Media Center**

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Respectfully submitted:

A handwritten signature in cursive script, reading "Wendy Faulenbach". The signature is written in dark ink and is positioned above the printed name and title.

Wendy Faulenbach
Chairperson
New Milford Board of Education

New Milford Board of Education
Special Meeting
March 8, 2012
Lillis Administration Building--Boardroom

Present:	Mrs. Wendy Faulenbach, Board Chairperson	GEORGE C. BUCKBEE TOWN CLERK	2012 MAR - 9 P 1:12	NEW MILFORD, CT
	Mr. Thomas McSherry			
	Mr. David Lawson			
	Mrs. Lynette Celli Rigdon			
	Mr. Tom Brant			
	Mrs. Daniele Shook			
Absent:	Mr. Daniel Nichols			
	Mr. David Shaffer			
	Mr. William Wellman			

Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent	
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1.	Call to Order The special meeting of the New Milford Board of Education was called to order at 6:34 p.m. and the Pledge of Allegiance followed.	Call to Order
2.	Executive Session Motion by Mr. McSherry: Move that the Board of Education enter into Executive Session and invite the Superintendent for the purpose of discussing the Superintendent's performance evaluation. Seconded by: Mr. Lawson Motion passed unanimously. The Board entered Executive Session at 6:35 p.m. and returned to Public Session at 8:25p.m. <ul style="list-style-type: none"> Mrs. Faulenbach reviewed the procedure used to evaluate the Superintendent. The form that accompanies the Board's policy to evaluate the Superintendent (2400) was given to each Board member with a pre-stamped envelope addressed to Mrs. Faulenbach. The forms should be sent to the Chair by March 20, 2012. Mrs. Faulenbach asked for a volunteer to work with her to assemble the Superintendent's draft evaluation report. Mrs. Rigdon volunteered to work with the Chair to write the draft report. 	Executive Session Motion made and passed to enter into Executive Session and invite the Superintendent for the purpose of discussing the Superintendent's performance evaluation. The Board Chair reviewed the process to evaluate the Superintendent as per policy 2400. Forms were given to the Board members and are to be mailed to the Board Chair by March 20, 2012.

3.	Adjourn Motion by Mrs. Rigdon: Move to adjourn the special meeting of the Board of Education. Seconded by: Mr. Lawson Motion passed unanimously. The special meeting of the Board of Education adjourned at 8:30 p.m.	Adjourn Motion made and passed unanimously to adjourn.
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Respectfully submitted,



Daniele Shook, Secretary
New Milford Board of Education

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut
March 13, 2012

**As of March 13, 2012

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

- 1. Ms. Mia Romero**, Elementary Teacher, John Pettibone School
Move that the Board of Education accept the resignation of **Ms. Mia Romero** as an Elementary Teacher at John Pettibone School effective June 30, 2012.

Moving out of state

- 2. **Mrs. Deborah Russo**, English Teacher, Schaghticoke Middle School
Move that the Board of Education accept the resignation of **Mrs. Deborah Russo** as an English Teacher at Schaghticoke Middle School effective March 23, 2012.

Moving out of state

2. CERTIFIED STAFF

b. APPOINTMENTS

- 1. None**

3. NON-CERTIFIED STAFF

a. RESIGNATIONS

- 1. None**

4. NON-CERTIFIED STAFF

b. APPOINTMENTS

- 1. None**

5. SUBSTITUTES

a. APPOINTMENTS

- 1. Mrs. Keri Cedor**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Keri Cedor** as a Substitute Teacher effective March 14, 2012.

Education History:
BA: WCSU
Major: Business
Administration/Marketing
MS: Univ. of New Haven
Major: Education – Curriculum
Instruction

- 2. Mrs. Michelle Freeman**, Substitute Teacher
Move that the Board of Education appoint **Mrs. Michelle Freeman** as a Substitute Teacher effective March 14, 2012.

Education History:
BS: Univ. of Rhode Island
Major: Education

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| <p>3. Mr. Michael Gingras, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mr. Michael Gingras as a Substitute Teacher effective March 14, 2012.</p> <p>4. Mrs. Jennifer LaCava, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mrs. Jennifer LaCava as a Substitute Teacher effective March 14, 2012.</p> <p>5. Mr. Aaron Lavender, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mr. Aaron Lavender as a Substitute Teacher effective March 14, 2012.</p> <p>6. Mrs. Karen Lubensky, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mrs. Karen Lubensky as a Substitute Teacher effective March 14, 2012.</p> <p>7. Ms. Melinda Maher, Substitute Teacher
<u>Move</u> that the Board of Education appoint Ms. Melinda Maher as a Substitute Teacher effective March 14, 2012.</p> <p>8. Ms. Cheryl Orrico, Substitute Teacher
<u>Move</u> that the Board of Education appoint Ms. Cheryl Orrico as a Substitute Teacher effective March 14, 2012.</p> <p>9. Mr. Jude Pascarelli, Substitute Teacher
<u>Move</u> that the Board of Education appoint Mr. Jude Pascarelli as a Substitute Teacher effective March 14, 2012.</p> <p>10. Ms. Colleen Sexton, Substitute Teacher
<u>Move</u> that the Board of Education appoint Ms. Colleen Sexton as a Substitute Teacher effective March 14, 2012.</p> <p>6. ADULT EDUCATION STAFF
a. RESIGNATIONS
1. None</p> <p>7. ADULT EDUCATION STAFF
b. APPOINTMENTS
1. Mrs. Elizabeth Murdoch, Data Entry, Adult Education, New Milford High School
<u>Move</u> that the Board of Education appoint Mrs. Elizabeth Murdoch as Data Entry for Adult Education at New Milford High School effective March 14, 2012.</p> <p>8. BAND STAFF
a. RESIGNATIONS
1. None</p> | <p><i>Education History:</i>
BA: W. New England College
Major: History
MA: St. Joseph College
Major: Education</p> <p><i>Education History:</i>
BA: Muhlenberg College
Major: English</p> <p><i>Education History:</i>
BA: Northeastern Univ.
Major: Economics</p> <p><i>Education History:</i>
BFA: Parsons, School for Design
Major: Fashion Design</p> <p><i>Education History:</i>
BS: ECSU
Major: Psychology and Early Childhood Education</p> <p><i>Education History:</i>
BA: UConn
Major: English
MA: Sacred Heart Univ.
Major: Secondary Education</p> <p><i>Education History:</i>
BA: WCSU
Major: Mathematics</p> <p><i>Education History:</i>
BA: Univ. of Scranton
Major: Liberal Studies</p> <p>Hourly Rate: \$12.50 – 12 hours per week</p> |
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9. BAND STAFF

b. APPOINTMENTS

1. None

10. COACHING STAFF

a. RESIGNATIONS

1. **Mr. David Mumma**, Boys' Interscholastic Baseball Coach, Schaghticoke Middle School
Move that the Board of Education accept the resignation of **Mr. David Mumma** as Boys' Interscholastic Baseball Coach at Schaghticoke Middle School effective February 23, 2012.

Personal Reasons

11. COACHING STAFF

b. APPOINTMENTS

1. **Mr. Jason Arnauckas**, Interscholastic Baseball Coach, Schaghticoke Middle School
Move that the Board of Education appoint **Mr. Jason Arnauckas** as Interscholastic Baseball Coach at Schaghticoke Middle School effective March 14, 2012.
2. **Mr. Jason Arnauckas**, Intramural Co-Ed Baseball/Softball Coach, Sarah Noble Intermediate School
Move that the Board of Education appoint **Mr. Jason Arnauckas** as Intramural Co-Ed Baseball/Softball Coach at Sarah Noble Intermediate School effective March 14, 2012.
3. **Mr. Chris Bacich**, Boys' Assistant Varsity Track and Field Coach, New Milford High School
Move that the Board of Education appoint **Mr. Chris Bacich** as Boys' Assistant Varsity Track and Field Coach at New Milford High School effective March 14, 2012.
4. **Ms. Tricia Blood**, Intramural Girls' Volleyball Coach, Schaghticoke Middle School
Move that the Board of Education appoint **Ms. Tricia Blood** as Intramural Girls' Volleyball Coach at Schaghticoke Middle School effective March 14, 2012.
5. **Ms. Tricia Blood**, Intramural Girls' Softball Coach, Schaghticoke Middle School
Move that the Board of Education appoint **Ms. Tricia Blood** as Intramural Girls' Softball Coach at Schaghticoke Middle School effective March 14, 2012.

2011-2012 Stipend: \$1895

2011-2012 Stipend: \$1895

2011-2012 Stipend: \$3028

2011-2012 Stipend: \$947

2011-2012 Stipend: \$947

<p>6. Mr. Robert Burkhardt, Girls' JV Lacrosse Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Robert Burkhardt as Girls' JV Lacrosse Coach at New Milford High School effective March 14, 2012.</p>	2011-2012 Stipend: \$3008
<p>7. Mr. Chris Dzurka, Boys' Freshman Baseball Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Chris Dzurka as Boys' Freshman Baseball Coach at New Milford High School effective March 14, 2012.</p>	2011-2012 Stipend: \$2361
<p>8. Mr. Ryan Fitzsimmons, Boys' Varsity Track and Field Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Ryan Fitzsimmons as Boys' Varsity Track and Field Coach at New Milford High School effective March 14, 2012.</p>	2011-2012 Stipend: \$4660
<p>9. Mr. Patrick Hendricks, Volunteer Boys' Varsity Baseball Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Patrick Hendricks as Volunteer Boys' Varsity Baseball Coach at New Milford High School effective March 14, 2012, pending receipt of coaching permit.</p>	Volunteer
<p>10. Mr. Robert Herr, Boys' JV Lacrosse Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Robert Herr as Boys' JV Lacrosse Coach at New Milford High School effective March 14, 2012, pending receipt of coaching permit, current CPR and First Aid and Mod 15 concussion and head injury course.</p>	2011-2012 Stipend: \$3008
<p>11. Mr. Rob Hibbard, Intramural Boys' Baseball Coach, Schaghticoke Middle School <u>Move</u> that the Board of Education appoint Mr. Rob Hibbard as Intramural Boys' Baseball Coach at Schaghticoke Middle School effective March 14, 2012.</p>	2011-2012 Stipend: \$947
<p>12. Ms. Eileen Holden, Girls' Varsity Softball Coach, New Milford High School <u>Move</u> that the Board of Education appoint Ms. Eileen Holden as Girls' Varsity Softball Coach at New Milford High School effective March 14, 2012.</p>	2011-2012 Stipend: \$4718

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|---|----------------------------------|
| <p>13. Ms. Dawn Hough, Girls' Assistant Varsity Track and Field Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Dawn Hough as Girls' Assistant Varsity Track and Field Coach at New Milford High School effective March 14, 2012.</p> | <p>2011-2012 Stipend: \$3028</p> |
| <p>14. Mr. William Kersten, Girls' Varsity Lacrosse Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. William Kersten as Girls' Varsity Lacrosse Coach at New Milford High School effective March 14, 2012.</p> | <p>2011-2012 Stipend: \$4626</p> |
| <p>15. Mr. Greg LaCava, Volunteer Boys' Varsity Lacrosse Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Greg LaCava as Volunteer Boys' Varsity Lacrosse Coach at New Milford High School effective March 14, 2012, pending receipt of coaching permit.</p> | <p>Volunteer</p> |
| <p>16. Mr. Keith Lipinsky, Boys' JV Baseball Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Keith Lipinsky as Boys' JV Baseball Coach at New Milford High School effective March 14, 2012.</p> | <p>2011-2012 Stipend: \$3068</p> |
| <p>17. Mr. James Luchsinger, Substitute Coach for Spring Sports
<u>Move</u> that the Board of Education appoint Mr. James Luchsinger as Substitute Coach for Spring Sports at New Milford High School effective March 14, 2012.</p> | |
| <p>18. Mrs. Allison Marchionne, Girls' JV Softball Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mrs. Allison Marchionne as Girls' JV Softball Coach at New Milford High School effective March 14, 2012.</p> | <p>2011-2012 Stipend: \$3068</p> |
| <p>19. Mr. Joseph Marshall, Boys' Varsity Tennis Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Joseph Marshall as Boys' Varsity Tennis Coach at New Milford High School effective March 14, 2012, pending receipt of coaching permit.</p> | <p>2011-2012 Stipend: \$3015</p> |
| <p>20. Mrs. Theresa McGuinness, Intramural Co-Ed Track Coach, Schaghticoke Middle School
<u>Move</u> that the Board of Education appoint Mrs. Theresa McGuinness as Intramural Co-Ed Track Coach at Schaghticoke Middle School effective March 14, 2012.</p> | <p>2011-2012 Stipend: \$947</p> |

<p>21. Mr. James Mullin, Boys' Varsity Golf Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. James Mullin as Boys' Varsity Golf Coach at New Milford High School effective March 14, 2012.</p>	2011-2012 Stipend: \$2999
<p>22. Mr. David Mumma, Intramural Co-Ed Baseball/Softball Coach, Sarah Noble Intermediate School <u>Move</u> that the Board of Education appoint Mr. David Mumma as Intramural Co-Ed Baseball/Softball Coach at Sarah Noble Intermediate School effective March 14, 2012.</p>	2011-2012 Stipend: \$1895
<p>23. Mr. Michael Racanelli, Girls' Varsity Tennis Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Michael Racanelli as Girls' Varsity Tennis Coach at New Milford High School effective March 14, 2012, pending receipt of coaching permit, current CPR and First Aid and Mod 15 concussion and head injury course.</p>	2011-2012 Stipend: \$3015
<p>24. Mr. Ryan Rebstock, Volunteer Boys' Varsity Track and Field Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Ryan Rebstock as Volunteer Boys' Varsity Track and Field Coach at New Milford High School effective March 14, 2012.</p>	Volunteer
<p>25. Mr. Brendan Talbot, Boys' Varsity Lacrosse Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Brendan Talbot as Boys' Varsity Lacrosse Coach at New Milford High School effective March 14, 2012.</p>	2011-2012 Stipend: \$4626
<p>26. Mr. Joseph Tarantello, Girls' Varsity Track and Field Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Joseph Tarantello as Girls' Varsity Track and Field Coach at New Milford High School effective March 14, 2012.</p>	2011-2012 Stipend: \$4660
<p>27. Mr. Michael Tremmel, Interscholastic Girls' Softball Coach, Schaghticoke Middle School <u>Move</u> that the Board of Education appoint Mr. Michael Tremmel as Interscholastic Girls' Softball Coach at Schaghticoke Middle School effective March 14, 2012, pending receipt of current First Aid and Mod 15 concussion and head injury course.</p>	2011-2012 Stipend: \$1895

<p>28. Mr. Giles Vaughan, Substitute Coach for Spring Sports <u>Move</u> that the Board of Education appoint Mr. Giles Vaughan as Substitute Coach for Spring Sports at New Milford High School effective March 14, 2012.</p>	
<p>29. Mr. Matt Wall, Interscholastic Co-Ed Track Coach, Schaghticoke Middle School <u>Move</u> that the Board of Education appoint Mr. Matt Wall Interscholastic Co-Ed Track Coach at Schaghticoke Middle School effective March 14, 2012.</p>	2011-2012 Stipend: \$1895
<p>30. Mr. Matt Wall, Intramural Co-Ed Volleyball Coach, Schaghticoke Middle School <u>Move</u> that the Board of Education appoint Mr. Matt Wall as Intramural Co-Ed Volleyball Coach at Schaghticoke Middle School effective March 14, 2012.</p>	2011-2012 Stipend: \$1895
<p>31. Mr. John Wrenn, Boys' Varsity Baseball Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. John Wrenn as Boys' Varsity Baseball Coach at New Milford High School effective March 14, 2012.</p>	2011-2012 Stipend: \$4719
<p>32. Ms. Julia Wullen, Freshman Softball Coach, New Milford High School <u>Move</u> that the Board of Education appoint Ms. Julia Wullen as Freshman Softball Coach at New Milford High School effective March 14, 2012, pending receipt of coaching permit.</p>	2011-2012 Stipend: \$2361
12. LEAVES OF ABSENCE	
<p>1. **Mrs. Lauren Lee, English Teacher, Schaghticoke Middle School <u>Move</u> that the Board of Education approve the request of Mrs. Lauren Lee for a medical leave of absence beginning March 5, 2012 and continuing through the remainder of the 2011-2012 school year.</p>	Paid Leave 3/5/12-4/12/12 Unpaid 4/13/12 – 6/30/12
<p>2. Mrs. Jennifer Titus, Speech Language Pathologist, Schaghticoke Middle School <u>Move</u> that the Board of Education approve the request of Mrs. Jennifer Titus for a maternity leave of absence beginning approximately March 19, 2012 and continuing for six weeks.</p>	Paid Leave 3/19/12-4/23/12

New Milford PTO

Parent Teacher Organization

New Milford PTO

P.O. Box 1343

New Milford, CT 06776

February 28, 2012

Dr. JeanAnn Paddyfote
Superintendent
50 East Street
New Milford, CT 06776

Dear Dr. Paddyfote:

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

SNIS Requests the following:

\$14,500.00 requested by 6th grade teacher Carol Allison for all 6th grade students to attend Soundwaters in Stamford, CT. This trip supports the watersheds science unit 6.4 of CT Science Standards. Students will experience coastal habitats, marine animals, ecosystems and canoeing in a tidal pond.

\$2000.00 requested by Donald Naiman for Joseph Bruchac, a nationally known author and playwright. Mr. Bruchac will be making four presentations for the entire 5th grade class for Literature Week in April. He will be discussing his writings and helping the students with skills to improve their writing.

NES Requests the following:

\$1270.00 requested by 2nd grade teachers for the entire 2nd grade to attend the Pratt Center in New Milford. There will be three workshops on soil, seeds and planting. This will dovetail with the science curriculum and encompass two different units: soil and plants.

\$1335.00 requested by Lori Cerra for the Cultural Arts Committee for Encore Performing Arts. Haiku, Hip Hop and Hot Dogs will weave favorite children's poems into a seamless tapestry of art and entertainment.

Sincerely,

Jennifer Luis
TW PTO Secretary



Office of the
Assistant Superintendent

MEMORANDUM

TO: Dr. JeanAnn Paddyfote, Superintendent
FROM: Dr. Maureen E. McLaughlin, Assistant Superintendent
DATE: March 6, 2012
SUBJECT: Textbook Approval – Grade 12

The textbooks listed below have been on review by the Board of Education. I ask that you recommend adoption of these books by the Board at the March meeting.

Great Speeches of the 20th Century – Bob Blaisdell – Dover Publications

This anthology of speeches includes forty-five of the twentieth century's most memorable and inspirational speeches. Writers and speakers will appreciate this collection, as will any reader seeking historical wisdom and inspiration.

Poetry 180 – Billy Collins – Random House

Inspired by Billy Collins's poem-a-day program with the Library of Congress, Poetry 180 is the perfect anthology for readers who appreciate engaging, thoughtful poems that are an immediate pleasure.

RECOMMENDED FOR FIRST REVIEW

Bold Italicized language constitutes an addition

4121

Personnel -- Certified

Substitute Teachers

A substitute teacher shall be a person fully qualified to instruct in our schools and who is employed for short periods of time in the absence of the regular teacher. Substitute teachers who are in the same assignment for more than ten days must hold a bachelor's degree.

Suitable programs for training, assigning, orienting and evaluating the work of substitute teachers shall be provided by the certified staff under the direction of the Superintendent.

Unless otherwise provided by contract, rates of compensation for substitute teachers will be set by the Board of Education and fringe benefits shall not be provided.

Retired teachers may be employed as substitute teachers without jeopardizing their retirement salary within the limits as prescribed by law.

The Superintendent of Schools is authorized to assign substitute teachers from a list approved by the Board of Education annually, as amended from time to time throughout the year. The Superintendent is also authorized to assign a substitute teacher who is not on the pre-approved list for the period of time until the Board next meets for regular business, so long as the need for a substitute exists and the position requires specific qualifications or credentials that can not be fulfilled by any of the pre-approved substitute teachers.

Legal Reference: Connecticut General Statutes

10-145 Certificate necessary to employment. Forfeiture for noncompliance.
Substitute teachers

10-183v Reemployment of teachers.

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

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

NEW POLICY FOR APPROVAL

NEW POLICY TO REPLACE 5141.4

Comment: This is a new policy with a new number that replaces Policy 5141.4 Child Abuse/Neglect. The policy has been moved from the Students section to the Personnel section because it relates primarily to the responsibilities of school employees vis a vis reporting child abuse. The revisions are due exclusively to changes in the Connecticut General Statutes.

4118.25

4218.25

Personnel - Certified/Non-Certified

Reporting Child Abuse and Neglect

The Board of Education recognizes the obligation and importance of reporting suspected child abuse and neglect. Many of the school district's employees are considered mandated reporters and have an independent duty under state law to report suspected abuse and neglect to the Department of Children and Families or other law enforcement agencies. Regardless of an employee's status as a mandated reporter, ALL employees of the school district are required to report suspected child abuse or neglect in accordance with this policy and applicable law.

Definitions

For the purposes of this policy, the following definitions shall apply:

"Abused" refers to a child who (a) has had physical injury or injuries inflicted upon him/her other than by accidental means, or (b) has injuries which are at variance with the history given of them, or (c) is in a condition which is the result of maltreatment such as, but not limited to, malnutrition, sexual molestation or exploitation, deprivation of necessities, emotional maltreatment or cruel punishment;

"Neglected" refers to a child who (a) has been abandoned; (b) is being denied proper care and attention, physically, educationally, emotionally, or morally; or (c) is being permitted to live under conditions, circumstances, or associations injurious to the child's well-being;

"Mandated reporters" are teachers, substitute teachers, administrators, superintendents, guidance counselors, psychologists, social workers, nurses, physicians, paraprofessionals, coaches **-or-** any other person who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in the district.

When to Report Abuse or Neglect

A report must be made whenever an employee, in the ordinary course of his or her employment, has reasonable cause to suspect or believe that a child under the age of 18 has been:

1. Abused or neglected (as defined above);

2. Has had non-accidental physical injury, or injury which is at variance with the history given of such injury, inflicted upon such child; or
3. Has been placed in imminent risk of serious harm.

Reporting Procedure for Mandated Reporters

Oral Report to DCF within 12 hours

Mandated reporters must make an oral report by telephone or in person to the Department of Children and Families (DCF), or an appropriate law enforcement agency, as soon as practicable but not later than twelve (12) hours after having acquired reasonable cause to suspect or believe that a child has been abused or neglected. The employee shall notify the Superintendent of Schools or designee immediately after the oral report has been made.

Written Report to DCF within 48 hours

Mandated reporters shall submit a written report to DCF within forty-eight (48) hours of making the oral report. The reporter shall also provide a copy of the written report to the Superintendent of Schools, except when the Superintendent is the alleged perpetrator of the abuse or neglect. In making all written reports required under this policy, the reporter may use a form provided by DCF. Written reports of abuse or neglect by mandatory reporters shall include the following information, if known:

1. The names and addresses of the child and his or her parents or other person responsible for the child's care;
2. The age of the child;
3. The gender of the child;
4. The nature and extent of the child's injury or injuries, maltreatment or neglect;
5. The approximate date and time the injury or injuries, maltreatment or neglect occurred;
6. Information concerning any previous injuries to, maltreatment of or neglect to the child or his or her siblings;
7. The circumstances in which the injuries, maltreatment or neglect came to be known to the reporter;
8. The name of the person or persons suspected to be responsible for causing such injury or injuries, maltreatment or neglect;
9. The reasons such persons are suspected of causing such injury or injuries, maltreatment or neglect;
10. Any information concerning any prior cases in which such person or persons have been suspected of causing an injury, maltreatment or neglect of a child;
11. Whatever action, if any, was taken to treat, provide shelter or otherwise assist the child.

Cooperation with Investigation

A person reporting child abuse or neglect shall provide any person authorized to conduct an investigation of child abuse or neglect with all information related to the investigation that is in the possession or control of the person reporting the abuse or neglect, except as expressly prohibited by state or federal law.

Notwithstanding the provisions of Connecticut General Statutes §10-151c, upon request and for the purposes of an investigation of suspected child abuse or neglect by a teacher employed by the board, the board shall provide the Commissioner of DCF any records maintained or kept on file about said teacher. Such records shall include, but not be limited to, supervisory records, reports of competence, personal character and efficiency maintained in such teacher's personnel file with reference to evaluation of performance as a professional employee of the board and records of personal misconduct. For the purpose of this requirement, "teacher" is defined as each certified professional employee below the rank of superintendent in a position requiring a certificate issued by the State Board of Education.

Reporting Procedure for Employees who are NOT Mandated Reporters

Employees of the school district who are not mandated reporters are required to report suspected abuse or neglect as soon as possible but not later than twelve (12) hours after the employee has reasonable cause to suspect that a child has been abused or neglected. Such reports shall be made in writing to the Superintendent of Schools or the building administrator who shall act in accordance with his or her obligations as a mandated reporter.

Nothing in the reporting procedure outlined by this policy prevents employees who are not mandated reporters from also reporting suspected abuse or neglect directly to DCF or a law enforcement agency.

Procedures When a School Employee is the Alleged Abuser**Notification of Parent or Guardian**

Whenever there is a report that a student has been abused or neglected by a school employee, the Superintendent shall immediately notify the child's parent or other person responsible for the child's care that a report has been made.

Investigation by the Board of Education

The board of education shall permit and give priority to any investigation conducted by DCF or the appropriate law enforcement agency. The board may conduct its own investigation of the alleged abuse or neglect by a school employee provided that such investigation does not impede an investigation by DCF. The Superintendent of Schools shall conduct its investigation upon receipt of notice from the Commissioner of DCF or the appropriate law enforcement agency that the board's investigation will not interfere with the investigation of DCF or law enforcement.

Regardless of the outcome of any investigation by DCF or a law enforcement agency, the Superintendent of Schools may take disciplinary action against any school employee up to and including termination of employment if the school district's investigation concludes that an employee engaged in abuse or neglect or otherwise violated the terms and conditions of employment.

Impact of DCF Finding of Abuse or Neglect by Certified Personnel

If DCF determines that there is reasonable cause to believe that a child has been abused by a school employee who holds a certificate, permit or authorization issued by the State Board of Education, or if DCF has recommended that such employee be placed on the DCF child abuse and neglect registry, the Superintendent shall suspend such employee with pay and without termination of benefits, and, within seventy-two (72) hours after issuance of the suspension, shall notify the board of education and the Commissioner of Education or his representative of the reasons for and conditions of the suspension. The suspension shall remain in effect until the board of education acts pursuant to §10-151 of the Connecticut General Statutes. The Superintendent shall also disclose those records provided by DCF concerning its investigation to the Commissioner of Education and the board of education or its attorney. If the contract of employment of such a certified school employee is terminated as the result of an investigation of abuse or neglect or the employee resigns, the Superintendent shall notify the Commissioner of Education or his representative within seventy-two (72) hours after such termination or resignation.

Training

School employees who are mandated reporters and were hired on or after July 1, 2011 shall be required to complete a training program for the accurate and prompt identification and reporting of child abuse and neglect. School employees who are mandated reporters and were hired before July 1, 2011 are required to complete a refresher training program. All mandated reporters shall be required to complete the refresher training program at least once every three years.

Although only mandated reporters are legally required to complete abuse and neglect training and refresher training programs, the Superintendent of Schools, at his or her discretion, may require other school employees to complete such training.

The training and refresher training programs shall be developed and made available by the Commissioner of DCF in accordance with applicable law.

Records and Documentation

All records pertaining to allegations, investigations or reports of child abuse or neglect by a school employee shall be maintained in a central location. Such records shall include any reports made to DCF. The Department of Education shall have access to such records.

The board shall keep records establishing that school employees have completed training and refresher training programs as required by law.

The board shall document the annual notification of this policy to school employees.

Retaliation Prohibited

Retaliation against a mandated reporter is prohibited. The Board will not discriminate, discharge or otherwise retaliate against an employee who acts in good faith to comply with this policy and the individual obligations of applicable state law.

Violation of this Policy

Employees who fail to report child abuse or neglect in a timely manner or otherwise violate the requirements of this policy and/or applicable law may face disciplinary action up to and including termination of employment.

Delegation of Authority

The Superintendent is authorized to delegate his or her responsibilities for receiving and making reports, notifying and receiving notification, and conducting investigations to a designee acting on his or her behalf.

Notification of Policy

This policy shall be distributed annually to all school employees.

Legal References:

Connecticut General Statutes

10-220 Duties of boards of education

10-220a In-service training.

17a-101 *et seq.* Protection of children from abuse. Mandated reporters.

53a-65 Definitions

Public Act 11-93, An Act Concerning the Response of School Districts and the Departments of Education and Children and Families to Reports of Child Abuse and Neglect and the Identification of Foster Children in a School District.

Revised February 2012

Students

Child Abuse/Neglect

Reporting of Suspected Child Abuse/Neglect

The board of education recognizes that a student's mental and physical health will have an affect on the student's ability to obtain the most benefit from attending school. In order to increase the student's ability to learn while in school, the Board of Education realizes the importance of identifying students who may be suffering from abuse, neglect or placed in imminent danger of serious harm. Pursuant to state law, when any superintendent, school nurse, psychologist, physical therapist, teacher, administrator, guidance counselor, paraprofessional, social worker, or coach of intramural or interscholastic athletics has reasonable cause to suspect or believe that a child under the age of 18 has been abused or neglected or has been placed in imminent risk of serious harms, he/she shall as soon as practicable but not later than twelve (12) hours make an oral report by telephone or in person to the Department of Children and Families (DCF), or a law enforcement agency. The Superintendent of Schools or his/her designee and the building principal shall be notified immediately after the oral report has been made. The Superintendent or building principal shall not be notified if he/she is the alleged perpetrator of abuse and neglect.

Reports of abuse or neglect by the above mentioned personnel ("mandated reporters") shall include the following information, if known:

1. the names and addresses of the child and his/her parents or other person responsible for the child's care;
2. the age of the child;
3. the gender of the child;
4. the nature and extent of the child's injury or injuries, maltreatment or neglect;
5. the approximate date and time the injury or injuries, maltreatment or neglect occurred;
6. information concerning any previous injuries to, maltreatment of or neglect to the child or his/her siblings;
7. the circumstances in which the injuries, maltreatment or neglect came to be known to the mandatory reporter;
8. the name of the person or persons suspected to be responsible for causing such injury or injuries, maltreatment or neglect; and
9. whatever action, if any, was taken to treat, provide shelter or otherwise assist the child.

The mandated reporter shall submit a written report to DCF containing the above mentioned information within 48 hours of making the oral report. The reporter shall also submit a copy of the written report to the

Students

Child Abuse/Neglect

Reporting of Suspected Child Abuse/Neglect (continued)

Superintendent of Schools, except when the Superintendent is the alleged perpetrator of abuse. If the report concerns abuse or neglect by a school employee, the Superintendent shall immediately notify the child's parent or other person responsible for the child's care that a report of abuse or neglect has been made; if the report concerns abuse or neglect by a certified school employee, the Superintendent shall send a copy of the written report to the Commissioner of Education. In making all written reports required under this policy, the reporter may use the "DCF-136" form.

Reports under this policy should be made where a mandated reporter in the ordinary course of such person's employment or profession has reasonable cause to suspect or believe that any child under the age of eighteen

- _____ 1. _____ has been abused in one or more of the following ways:
 - _____ a. _____ has had physical injury or injuries inflicted upon him/her other than
_____ by accidental means; or
 - _____ b. _____ has injuries which are at variance with the history given of them; or
 - _____ c. _____ is in a condition which is the result of maltreatment such as, but not
_____ limited to, malnutrition, sexual molestation or exploitation;
_____ deprivation of necessities, emotional maltreatment or cruel punishment;
- _____ 2. _____ has been neglected in one or more of the following ways:
 - _____ a. _____ has been abandoned;
 - _____ b. _____ is being denied proper care and attention, physically, educationally, emotionally, or
_____ morally;
 - _____ c. _____ is being permitted to live under conditions, circumstances, or associations injurious
_____ to the child's well-being;
- _____ 3. _____ has had non-accidental physical injury, or injury which is at variance with the history given
_____ of such injury, inflicted upon such child; or
- _____ 4. _____ is placed at imminent risk of serious harm.

When an investigation by DCF has determined that there is reasonable cause to believe that a child has been abused by a school employee who holds a certificate, permit or authorization issued by the State Board of Education, the Superintendent shall suspend such employee with pay and without termination of benefits, and shall notify the Board of Education and the Commissioner of Education

Students

Child Abuse/Neglect

Reporting of Suspected Child Abuse/Neglect (continued)

or his representative of the reasons for and conditions of the suspension within seventy-two (72) hours after the suspension. The Superintendent shall also disclose those records provided by DCF concerning its investigation to the Commissioner of Education and the Board of Education or its attorney. If the contract of employment of such a certified school employee is terminated as the result of an investigation of abuse, the superintendent shall notify the Commissioner of Education or his representative within seventy-two (72) hours after such termination.

The Superintendent is authorized to delegate his or her responsibilities for receiving and making reports, notifying and receiving notification, and conducting investigations to a designee acting in his or her behalf. Under state law, the Superintendent of Schools is authorized to receive notice from the State's Attorney of convictions of certified school employees for crimes involving an act of child abuse or neglect or sexual assault.

Penalty

Under state law, any person who is required to report suspected child abuse/neglect and fails to make such a report shall be fined not less than \$500.00 nor more than \$2,500.00, and shall be required to participate in an educational and training program established by DCF, the cost of which shall be paid by the participating mandatory reporter. Under state law, any person who knowingly makes a false report of child abuse or neglect shall be fined no more than \$2,000.00 or imprisoned not more than one year or both.

Legal Risk

Under state law, any person who in good faith makes or in good faith does not make a report of suspected child abuse/neglect is immune from any civil or criminal liability. Neither the Board nor anyone employed by the Board shall discharge, or in any manner discriminate or retaliate against, any employee who in good faith makes a report pursuant to Sections 17a-101a through 17a-101d, inclusive, and Section 17a-103 of the Connecticut General Statutes, or who testifies or is about to testify in any proceeding involving child abuse or neglect.

Emergency Health Care and Reasonable Inquiry

When reasonable cause to suspect or believe that a child has been abused or neglected, or is placed in serious risk of imminent harm, or when a child has a visible injury, public school personnel may make reasonable inquiry of the child regarding such suspicion or visible injury.

If a school nurse or school medical advisor is not readily available and the rendering of emergency first aid is necessary, other public school personnel who have completed a course in first aid offered by the American Red Cross, the American Heart Association, or the Connecticut Department of Health Services may render

Students

Child Abuse/Neglect

Emergency Health Care and Reasonable Inquiry (continued)

such emergency first aid to a child. In accordance with state law, any person providing such aid is not liable for civil damages for any personal injuries which result from acts or omissions by such person rendering the emergency first aid, which constitute ordinary negligence. The immunity does not apply to acts or omissions constituting gross, willful or wanton negligence.

Interviewing the Child

Public school personnel who believe that an interview in the school setting may be necessary in order to protect the child must notify DCF as early in the day as possible to provide both DCF and the school administration ample time to coordinate appropriate activities and actions. Upon receipt of such notice, DCF will advise school personnel whether the child must be interviewed in the school. If school personnel then retain the child after the scheduled school day in order to ensure an interview by DCF or local or state police, school personnel must attempt to notify the parents of the child, except where the alleged abuse involves the parents.

Preparation for the Interview

If DCF determines that a school interview is appropriate, the DCF social worker shall be required to notify the Superintendent of Schools prior to the school visit with as much advance notice as possible. The DCF social worker shall provide the Superintendent of Schools with a DCF identification. If the DCF social worker is not known to school personnel, a verifying call to the local DCF office shall be made. If deemed appropriate by DCF or the administration, the parent or guardian of the child will be notified prior to the interview. DCF personnel are solely responsible for scheduling such interviews. If the DCF social worker does not arrive as scheduled and school personnel decide that the retention of the child beyond the school day is necessary to protect the child's physical well-being, school personnel must attempt to notify the parents of the child that the child will be late, except where the alleged abuse involves the parents.

The Interview

To ensure confidential communication, the school administration shall provide a private place to interview the child. As part of the investigative process, the DCF social worker may request that school personnel be present during the interview. The investigation is to be conducted solely by the DCF social worker.

The removal of clothing as part of an investigation into an injury which may have been caused by child abuse shall be done only at the request of the school medical advisor or the school nurse. Neither school nurse nor a school doctor may remove or insist that a child remove clothing to confirm suspected abuse or neglect, except in those circumstances where there is a need of emergency medical treatment.

Legal Reference: _____ §17a-101 *et seq.* of the Connecticut General Statutes

Policy adopted:	June 12, 2001	NEW MILFORD PUBLIC SCHOOLS
Policy revised:	June 24, 2004	New Milford, Connecticut
Policy revised:	June 12, 2007	
Policy revised:	October 13, 2009	

FIVE YEAR CAPITAL PLAN SUMMARY											
2012-2017											
									5 YEAR		%
	2012/13	2013/14	2014/15	2015/16	2016/17				TOTAL		TOTAL
FACILITIES	\$253,300	\$385,050	\$726,800	\$845,600	\$660,000				\$2,870,750		65.90%
TECHNOLOGY	\$272,150	\$263,700	\$263,700	\$263,700	\$263,700				\$1,326,950		30.46%
OTHER EQUIPMENT*	\$18,324	\$35,000	\$35,000	\$35,000	\$35,000				\$158,324		3.63%
* No Detail Provided											
Average Usage after Yr 1											
TOTAL	\$543,774	\$683,750	\$1,025,500	\$1,144,300	\$958,700				\$4,356,024		100%

FACILITIES

PRIORITY	SCHOOL	CAPITAL ITEM	2012/13	2013/14	2014/15	2015/16	2016/2017
2	NMHS	CONCRETE REPAIRS ON REAR SIDEWALKS - Due to inferior product installation and/or the harmful effects of road salt, several areas of sidewalks and walkways have become unsafe and need total removal and reinstallation. We have patched them as a temporary fix, but that does not last very long.	\$11,500				
12	HPS	ADD TREES TO NEW PLAYGROUND AREA - When the Hill & Plain playground was installed last year, trees were not included in the plan to keep costs at a minimum. Trees will be added to provide shade to staff and students.	\$5,500				
3	HPS	INSTALL LIGHT POLES IN NEW PARKING LOT - When the Hill & Plain parking lot was installed last year, lighting was not included in the plan to keep costs at a minimum. Light poles will be added for safety and security to the area.	\$9,500				
4	JPS	REPLACE PNEUMATIC THERMOSTATS - This is an on-going project where we replace outdated pneumatic controls with a digital control to tie into our Siemen's Energy Management system. This will allow better controls to the classroom heating units resulting in more comfortable temperature ranges and energy efficiencies.	\$4,900				
5	JPS	INSTALL PERMANENT SPEED BUMPS & REPAVE ACCESS ROADS AND SIDEWALKS - This is to install permanent speed bumps to reduce speeds of vehicles in high volume pedestrian areas of the parking lot. The east access road and adjacent sidewalks have deteriorated over the years with chunks of asphalt breaking loose, causing a multitude of issues. If not repaired soon, we may be forced to close off those areas to the public.	\$14,900				
16	JPS	INSTALL CEILING FANS - These make non-air conditioned classrooms more comfortable. Safety issue with very hot temperatures	\$3,300				
17	HPS	INSTALL CEILING FANS - These make non-air conditioned classrooms more comfortable. Safety issue with very hot temperatures	\$3,300				

FACILITIES

PRIORITY	SCHOOL	CAPITAL ITEM	2012/13	2013/14	2014/15	2015/16	2016/2017
18	NES	INSTALL CEILING FANS - These make non-air conditioned classrooms more comfortable. Safety issue with very hot temperatures	\$3,300				
7	SMS	INSTALL AHU & RTU CONTROLS - This is an on-going project where we replace outdated pneumatic controls with a digital control to tie into our Siemen's Energy Management system. This will allow better controls to the rooftop units which serve many areas of the building with fresh air, heat and air conditioning where available.	\$10,500				
6	SMS	MASTER CLOCK SYSTEM UPGRADES - (phase 2) The master clock system at Schaghticoke has not functioned well for years, resulting in clock problems, issues when students change classes and dismissal difficulties.	\$8,700				
14	JPS	REPLACEMENT GYM WINDOWS - The windows in the John Pettibone gym are very old and non-functional. As we need to improve security in the building, doors need to remain closed, thus making it essential for the windows to function to provide air flow and circulation on hot days.	\$4,800				
8	NMHS	REPLACE ACCESS SYSTEM MAIN CONTROLLER - The present system is outdated and does not allow for changes and modifications and needs replacement. We will use all of the existing wiring and data points to save money, but the head end unit cannot be upgraded, thus the need for replacement.	\$16,800				
15	SNIS	INSTALL PERMANENT SPEED BUMPS - This is to install permanent speed bumps to reduce speeds of vehicles in high volume pedestrian areas of the parking lot.	\$2,500				
10	SNIS	LED LIGHTING RETROFITS - This project will remove existing 400 to 800 watt exterior lighting fixtures and replace them with 40 watt LED fixtures which not only save money on kilowatt usage, but have twice the life expectancy anywhere up to 13 years without needing to be replaced.	\$11,250				

FACILITIES

PRIORITY	SCHOOL	CAPITAL ITEM	2012/13	2013/14	2014/15	2015/16	2016/2017
9	LILLIS	ENGINEERING STUDIES TO LOOK AT REPLACEMENT COSTS FOR THE HEATING AND ELECTRICAL SYSTEMS - This is to determine what measures and budgetary arrangements need to be made to upgrade very antiquated systems at the Lillis Administrative Building.	\$7,200				
13	LILLIS	REPLACE OFFICE BLINDS - The blinds in this building are in very poor condition; they offer no thermal properties and some do not function at all. The goal is to begin replacing these blinds with light blocking thermal shades. This will not only help by darkening the rooms for presentations, it will help with heat loss in the winter and to keep the rooms cool in the warmer months.	\$3,500				
20	D/W	MAINTENANCE EQUIPMENT UPGRADES - This money would be to upgrade and/or replace outdated maintenance and grounds equipment in the district. Included would be small mowers, trimmers, drills, saws and other maintenance related items.	\$5,450				
11	D/W	TIME CLOCK SYSTEM UPGRADE - This would be to replace our older punch card system with a biometric time system that ties in electronically with our payroll department. This will eliminate calculation and mechanical errors and improve the security and efficiency of our current system.	\$7,200				
19	D/W	4WD PICK-UP TRUCK W/ PLOW - This is to replace an older truck with a new 4wd unit with a plow. Trucks are used for moving materials throughout the district as well as for plowing and sanding during the winter months. The truck this will be replacing is 11 years old and rusting away due to the constant exposure to road salt during the winter months. The repair costs on this vehicle are also very high and don't justify keeping it in the fleet.	\$34,850				

FACILITIES

PRIORITY	SCHOOL	CAPITAL ITEM	2012/13	2013/14	2014/15	2015/16	2016/2017
23	D/W	CUSTODIAL EQUIPMENT REPLACEMENTS - This would be to purchase an Automatic Scrubber, Back Pack Vacuums, Carpet Extractors and Wet/Dry Vacuums with front mount squeegee attachments. Many of these items are over 10 years old and break more often than they run. They do not properly clean the buildings and often introduce more dust and particulate back into the room which they are trying to clean.	\$17,100				
22	D/W	FRONT DECK MOWER REPLACEMENT - This is to replace the older model Kubota that is used to mow, sweep and remove snow. The unit this will be replacing is 19 years old and has paid for itself many times over. The repair costs are very high on this unit and don't justify keeping it in the fleet.	\$27,750				
24	HPS	REPLACE CLASSROOM BLINDS-This is an aggregate of classroom shades to replace the original window blinds installed when the building was first opened.	\$3,500				
25	NES	REPLACE CLASSROOM BLINDS-This is an aggregate of classroom shades to replace the original window blinds installed when the building was first opened.	\$7,500				
26	JPS	REPLACE CLASSROOM BLINDS-This is an aggregate of classroom shades to replace the original window blinds installed when the building was first opened.	\$3,500				
27	SMS	REPLACE CLASSROOM BLINDS-This is an aggregate of classroom shades to replace the original window blinds installed when the building was first opened.	\$7,500				
21	SMS	LOCKER REPLACEMENTS -This is a project to replace the old and broken lockers at Schaghticoke. The current lockers are constantly breaking and are extremely small for today's students.	\$17,500				
TOTALS			\$253,300				
6	NMHS	INSTALL IRRIGATION SYSTEM (MULTI USE FIELDS)-This is a project to continue the irrigation system to all fields at the high school. This would add one more field to the grid.		\$25,900			

FACILITIES

PRIORITY	SCHOOL	CAPITAL ITEM	2012/13	2013/14	2014/15	2015/16	2016/2017
2	SMS	ROOF REPLACEMENT PROGRAM - This is a five year plan to begin replacing the roof at Schaghticoke that dates back to 1973 for many parts of the roof and includes some sections added in the early 1990's		\$160,000			
1	LILLIS	UPGRADE ELECTRICAL SYSTEM-This project is needed to upgrade the antiquated electrical system at the East Street administration building. No further components can be added to the building until this system is upgraded. Items such as computer system components, HVAC devices and the like will need to be added to that building in the near future.		\$85,000			
3	SMS	REPAIR ISLANDS IN PARKING LOT-The islands in the main parking lot at Schaghticoke have become denuded over time due to environmental and mechanical degradation. This project would reconfigure the current islands using materials that will last longer and be more resistant to damages than the current islands.		\$13,650			
4	SNIS	UPGRADE BUILDING CONTROL SYSTEM-This is to upgrade the building automation control system with new software and hardware.		\$12,500			
5	SMS	UPGRADE BUILDING CONTROL SYSTEM-This is to upgrade the building automation control system with new software and hardware.		\$12,500			
3	NMHS	UPGRADE BUILDING CONTROL SYSTEM-This is to upgrade the building automation control system with new software and hardware.		\$12,500			
8	D/W	4WD PICK-UP TRUCK W/ PLOW-This is to replace an older truck with a new 4wd unit with a plow. Trucks are used for moving materials throughout the district as well as for plowing and sanding during the winter months.		\$34,500			
7	D/W	FRONT DECK MOWER REPLACEMENT-This is to replace the older model Kubota that is used to mow, sweep and remove snow.		\$28,500			
TOTALS				\$385,050			

FACILITIES

PRIORITY	SCHOOL	CAPITAL ITEM	2012/13	2013/14	2014/15	2015/16	2016/2017
1	JPS	REPLACE ONE EXISTING HOT WATER CAST IRON BOILER- This is due to the age and efficiency of the two existing boilers.			\$295,000		
2	SMS	ROOF REPLACEMENT PROGRAM - This is a five year plan to begin replacing the roof at Schaghticoke that dates back to 1973 for many parts of the roof and includes some sections added in the early 1990's			\$360,000		
3	LILLIS	CARPET REPLACEMENT-This is needed to replace carpeting that is stained and deteriorated beyond repair. Many of the offices have carpeting that exceeds 20 years in age and has delaminated to the point where cleaning has no affect on the fibers anymore.			\$36,200		
4	D/W	DUMP TRUCK REPLACEMENT-This is to replace an older truck with a new 4wd unit with a plow. Trucks are used for moving materials throughout the district as well as for plowing and sanding during the winter months.			\$35,600		
TOTALS					\$726,800		
1	NES	REPLACE ONE EXISTING HOT WATER CAST IRON BOILER- This is due to the age and efficiency of the two existing boilers.				\$295,000	
2	SMS	ROOF REPLACEMENT PROGRAM - This is a five year plan to begin replacing the roof at Schaghticoke that dates back to 1973 for many parts of the roof and includes some sections added in the early 1990's				\$350,000	
3	D/W	PAVEMENT PROJECTS - Many areas need repaving including: SNIS main access road, NES driveways, SMS driveways and some smaller areas which have deteriorated over time.				\$165,000	
4	D/W	DUMP TRUCK REPLACEMENT-This is to replace an older truck with a new 4wd unit with a plow. Trucks are used for moving materials throughout the district as well as for plowing and sanding during the winter months.				\$35,600	
TOTALS						\$845,600	
1	SMS	REPLACE ONE EXISTING HOT WATER FIRE TUBE BOILER- This is due to the age and efficiency of the two existing boilers.					\$360,000

FACILITIES

PRIORITY	SCHOOL	CAPITAL ITEM	2012/13	2013/14	2014/15	2015/16	2016/2017
2	SMS	ROOF REPLACEMENT PROGRAM - This is a five year plan to begin replacing the roof at Schaghticoke that dates back to 1973 for many parts of the roof and includes some sections added in the early 1990's					\$300,000
TOTALS							\$660,000

TECHNOLOGY

<u>SCHOOL</u>	<u>CAPITAL ITEM</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>
HPS	Smartboard/Projector Combo	\$15,750				
HPS	Smart Response Receivers	\$3,200				
JPS	Smartboard/Projector Combo	\$15,750				
JPS	Smart Response Receivers	\$3,200				
NES	Smartboard/Projector Combo	\$15,750				
NES	Smart Response Receivers	\$3,200				
SNIS	Smartboard/Projector Combo	\$25,200				
SNIS	Mobile Laptop Cart	\$16,500				
SNIS	Smart Response Receivers	\$3,200				
SMS	Smartboard/Projector Combo	\$31,500				
SMS	Mobile Laptop Cart	\$16,500				
SMS	Smart Response Receivers	\$3,200				
HS	Smartboard/Projector Combo	\$63,000				
HS	20 PCs for PLTW	\$20,000				
HS	Mobile Laptop Cart	\$33,000				
HS	Smart Response Receivers	\$3,200				
	TOTALS	\$272,150				
<u>SCHOOL</u>	<u>CAPITAL ITEM</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>
HPS	Mobile Laptop Cart		\$16,500			
HPS	Smart Response Receivers		\$3,200			
JPS	Mobile Laptop Cart		\$16,500			
JPS	Smart Response Receivers		\$3,200			
NES	Mobile Laptop Cart		\$16,500			
NES	Smart Response Receivers		\$3,200			
SNIS	Mobile Laptop Cart		\$33,000			
SNIS	Smart Response Receivers		\$3,200			
SMS	Mobile Laptop Cart		\$33,000			

TECHNOLOGY

<u>SCHOOL</u>	<u>CAPITAL ITEM</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>
SMS	Smart Response Receivers		\$3,200			
HS	Smartboard/Projector Combo		\$63,000			
HS	Mobile Laptop Cart		\$66,000			
HS	Smart Response Receivers		\$3,200			
	TOTALS		\$263,700			
<u>SCHOOL</u>	<u>CAPITAL ITEM</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>
HPS	Mobile Laptop Cart			\$16,500		
HPS	Smart Response Receivers			\$3,200		
JPS	Mobile Laptop Cart			\$16,500		
JPS	Smart Response Receivers			\$3,200		
NES	Mobile Laptop Cart			\$16,500		
NES	Smart Response Receivers			\$3,200		
SNIS	Mobile Laptop Cart			\$33,000		
SNIS	Smart Response Receivers			\$3,200		
SMS	Mobile Laptop Cart			\$33,000		
SMS	Smart Response Receivers			\$3,200		
HS	Smartboard/Projector Combo			\$63,000		
HS	Mobile Laptop Cart			\$66,000		
HS	Smart Response Receivers			\$3,200		
	TOTALS			\$263,700		
<u>SCHOOL</u>	<u>CAPITAL ITEM</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>
HPS	Mobile Laptop Cart				\$16,500	
HPS	Smart Response Receivers				\$3,200	
JPS	Mobile Laptop Cart				\$16,500	
JPS	Smart Response Receivers				\$3,200	
NES	Mobile Laptop Cart				\$16,500	

TECHNOLOGY

<u>SCHOOL</u>	<u>CAPITAL ITEM</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>
NES	Smart Response Receivers				\$3,200	
SNIS	Mobile Laptop Cart				\$33,000	
SNIS	Smart Response Receivers				\$3,200	
SMS	Mobile Laptop Cart				\$33,000	
SMS	Smart Response Receivers				\$3,200	
HS	Smartboard/Projector Combo				\$63,000	
HS	Mobile Laptop Cart				\$66,000	
HS	Smart Response Receivers				\$3,200	
	TOTALS				\$263,700	
<u>SCHOOL</u>	<u>CAPITAL ITEM</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>
HPS	Mobile Laptop Cart					\$16,500
HPS	Smart Response Receivers					\$3,200
JPS	Mobile Laptop Cart					\$16,500
JPS	Smart Response Receivers					\$3,200
NES	Mobile Laptop Cart					\$16,500
NES	Smart Response Receivers					\$3,200
SNIS	Mobile Laptop Cart					\$33,000
SNIS	Smart Response Receivers					\$3,200
SMS	Mobile Laptop Cart					\$33,000
SMS	Smart Response Receivers					\$3,200
HS	Smartboard/Projector Combo					\$63,000
HS	Mobile Laptop Cart					\$66,000
HS	Smart Response Receivers					\$3,200
	TOTALS					\$263,700

APPROVED FIELD TRIPS

March 2012

<u>School</u>	<u>Grade/Dept</u>	<u>Trip Date</u>	<u># of Students</u>	<u># of Adults</u>	<u>Destination</u>	<u>Subs</u>	<u>Student Cost</u>
NMHS	Fine Arts-Music	2/11/12	16	2	Trumbull High School - Trumbull, CT	No	\$0
NMHS	Fine Arts-Music	2/18/12	16	2	Naugatuck High School - Naugatuck, CT	No	\$0
NMHS	Cut, Paste & Copy	2/21/12	15	2	J&J Printing - New Milford, CT	No	\$0
NMHS	Cut, Paste & Copy	3/1/12	15	2	Berkshire Printing - New Milford, CT	No	\$0
NMHS	Fine Arts-Music	3/3/12	27	3	Trumbull High School - Trumbull, CT	No	\$0
NMHS	Fine Arts-Music	3/10/12	16	2	Arlington High School - Arlington, NY	No	\$0
NMHS	Fine Arts-Music	3/10/12	27	3	Arlington High School - Arlington, NY	No	\$0
NMHS	Guidance	3/16/12	40	2	UConn - Storrs, CT	No	\$30
NMHS	Fine Arts-Music	3/17/12	16	2	Westhill High School - Stamford, CT	No	\$0
NMHS	Fine Arts-Music	3/17/12	27	3	Westhill High School - Stamford, CT	No	\$0
NMHS	Fine Arts-Music	3/24/12	16	2	Bunnell High School - Stratford, CT	No	\$0
NMHS	Fine Arts-Music	3/24/12	27	3	Bunnell High School - Stratford, CT	No	\$0
NMHS	Science	3/24/12	12	1	UConn - Storrs, CT	No	\$0
NMHS	Fine Arts-Music	3/31/12	16	2	Trumbull High School - Trumbull, CT	No	\$0
NMHS	Fine Arts-Music	3/31/12	27	3	Trumbull High School - Trumbull, CT	No	\$0
NMHS	11	4/3/12	100	4	Connecticut Convention Center - Hartford, CT	No	\$20
NMHS	Fine Arts-Music	4/12/12	15	2	CMEA All State Festival - Hartford, CT	Yes-2	\$30
NMHS	Business	4/12/12	45	2	World Financial Center - New York, NY	Yes-2	\$30
NMHS	Fine Arts-Music	4/14/12	27	3	USSBA Championships - Trenton, NJ	No	\$0
HPS	K	6/1/12	100	12	Beardsley Zoo - Bridgeport, CT	No	\$0
SNIS	6	6/5/12	95	10	Soundwaters - Stamford, CT	No	\$15
JPS	2	6/6/12	112	25	New Milford Green - New Milford, CT	No	\$1.92
SNIS	6	6/6/12	95	10	Soundwaters - Stamford, CT	No	\$15
SNIS	6	6/7/12	95	10	Soundwaters - Stamford, CT	No	\$15
SNIS	6	6/8/12	95	10	Soundwaters - Stamford, CT	No	\$15
SMS	8	6/8/12	340	25	Lake Compounce - Bristol, CT	No	\$45.06
JPS	1	6/14/12	104	22	Flanders Nature Center - Woodbury, CT	No	\$13.80

**NOTE: ITEMS FOR INFORMATION AND
DISCUSSION**

**ITEM # 11.B. STRATEGIC SCHOOL PROFILE
CAN BE FOUND UNDER DISTRICT INFORMATION.**

**New Milford Board of Education
Policy Sub-Committee Minutes
February 21, 2012
Lillis Administration Building, Room 2**

GEORGE C. BUCKBEE
TOWN CLERK

gm

2012 FEB 23 P 3:48

NEW MILFORD, CT

Present: Mr. Thomas Brant, Chairperson
Mr. David Lawson
Mr. David Shaffer
Mrs. Daniele Shook

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools
Dr. Maureen McLaughlin, Assistant Superintendent of Schools
Ms. Ellamae Baldelli, Director of Human Resources

1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:30 p.m. by Mr. Brant.	Call to Order
2.	Public Comment <ul style="list-style-type: none">None	Public Comment
3.	Discussion and Possible Action <ul style="list-style-type: none">Mr. Brant said if there was no objection he would like to change the order of discussion and discuss the policies in the order of 3A, 3C, then 3B so the committee could see what policy was being recommended before deleting the other. Members agreed.	Discussion and Possible Action
A.	Policy Recommended for Revision	Policy Recommended for Revision
1.	Policy 4121 Substitute Teachers <ul style="list-style-type: none">Dr. Paddyfote stated that this policy has been vetted by the Board attorney and was being revised to cover a situation where, for example, a long term certified substitute was needed for a particular situation and there was not one currently on the sub list. The revised policy gives the superintendent the power to find a suitable candidate, and insert that candidate into the classroom, pending approval at the next scheduled Board meeting.Mr. Shaffer stated that this revision was long overdue, as this has been a problem in the past.	Policy 4121 Substitute Teachers

**New Milford Board of Education
Policy Sub-Committee Minutes
February 21, 2012
Lillis Administration Building, Room 2**

	<ul style="list-style-type: none"> • Dr. Paddyfote noted that this policy will be reviewed by the Board twice. If, after the first review, there are no recommendations for the Policy Sub-Committee to review, then the second review will be at the April Board meeting, with final approval in May. • Mr. Shaffer asked what the wording in the old policy of “fully qualified” means. • Ms. Baldelli explained that it meant the substitute holds a four year college degree. They also try and match areas of expertise where possible. • Dr. Paddyfote stated that this is a higher standard than that required by the state which is for two years of college. <p>Mr. Lawson moved to bring Policy 4121 Substitute Teachers to the full Board for first review in March. Motion seconded by Mrs. Shook and passed unanimously.</p> <p><i>As previously agreed upon, Item 3C was discussed next.</i></p>	
C.		
1.	<p>Policy Recommended for Approval</p> <p>Policy 4118.25 Reporting Child Abuse and Neglect</p> <ul style="list-style-type: none"> • Dr. Paddyfote drew the committee’s attention to the commentary at the top of this policy which states that it replaces policy 5141.4 Child Abuse/Neglect and is being moved to the 4000 Personnel series because it relates primarily to the responsibilities of school employees vis a vis reporting child abuse. The revisions are being made due to changes in the CT General Statutes. This recommended by Board Counsel model policy is done to comply with the law. The Department of Children and Families is supposed to issue guidelines but they have not as yet. The policy may have to be modified again if and when these guidelines 	<p>Motion made and passed unanimously to bring Policy 4121 Substitute Teachers to the full Board for first review in March.</p> <p>Policy Recommended for Approval</p> <p>Policy 4118.25 Reporting Child Abuse and Neglect</p>

**New Milford Board of Education
Policy Sub-Committee Minutes
February 21, 2012
Lillis Administration Building, Room 2**

<p>B.</p> <p>1.</p>	<p>are issued. The changes are primarily in definitions of mandated reporters and training requirements.</p> <ul style="list-style-type: none"> • Mr. Shaffer questioned whether the reporter should call directly or report to a supervisor who would make the call. • Dr. Paddyfote said it would vary by case. Anyone can call; the supervisor should be notified. <p>Mr. Shaffer moved to bring Policy 4118.25 Reporting Child Abuse and Neglect to the full Board for approval. Motion seconded by Mrs. Shook and passed unanimously.</p> <p>Policy Recommended for Deletion</p> <p>Policy 5141.4 Child Abuse/Neglect</p> <ul style="list-style-type: none"> • Dr. Paddyfote stated that this policy is being replaced with Policy 4118.25. <p>Mr. Lawson moved to bring Policy 5141.4 Child Abuse/Neglect to the full Board for deletion. Motion seconded by Mr. Shaffer and passed unanimously.</p>	<p>Motion made and passed unanimously to bring Policy 4118.25 Reporting Child Abuse and Neglect to the full Board for approval.</p> <p>Policy Recommended for Deletion</p> <p>Policy 5141.4 Child Abuse/Neglect</p> <p>Motion made and passed unanimously to bring Policy 5141.4 Child Abuse/Neglect to the full Board for deletion.</p>
<p>4.</p> <p>A.</p>	<p>Item of Information</p> <p>Future Agenda Item: Bring Your Own Technology Device</p> <ul style="list-style-type: none"> • Dr. Paddyfote stated that Mr. DiVito was working on Bring Your Own Technology guidelines for the use of personal technology devices on campus. This is viewed as inevitable now that schools are wireless. These guidelines will most likely come for adoption next year. They will also affect the policy on electronic devices. Dr. Paddyfote presented the guidelines at the Administrative Team Meeting today. The Technology Sub-Committee has had discussions in this area as well. The item 	<p>Item of Information</p> <p>Future Agenda Item: Bring Your Own Technology Device</p>

**New Milford Board of Education
Policy Sub-Committee Minutes
February 21, 2012
Lillis Administration Building, Room 2**

	will be on the agenda for the next Board meeting in March.	
5.	Adjourn Mr. David Lawson moved to adjourn the meeting at 6:48 p.m. seconded by Mrs. Shook and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 6:48 p.m.

Respectfully submitted:



Thomas Brant, Chairperson
Policy Sub-Committee

**New Milford Board of Education
Committee on Learning Minutes
February 21, 2012
Lillis Administration Building, Room 2**

GEORGE C. BUCKBEE
TOWN CLERK

gm

2012 FEB 24 P 3:30

NEW MILFORD, CT

Present: Mr. David Lawson, Chairperson
Mr. Thomas Brant
Mr. David Shaffer
Mrs. Daniele Shook

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools
Dr. Maureen McLaughlin, Assistant Superintendent of Schools
Ms. Ellamae Baldelli, Director of Human Resources
Mrs. Wendy Faulenbach, Board of Education Chairperson
Mrs. Erica Fradette, Psychologist
Mrs. Erica Keane, Teacher
Mrs. Eileen Reed, Teacher

1.	Call to Order The meeting of the New Milford Board of Education Committee on Learning was called to order at 7:30 p.m. by Mr. Lawson.	Call to Order
2.	Public Comment None	Public Comment
3.	Discussion and Possible Action	Discussion and Possible Action
A.	Review and Approval of curriculum: Mr. Lawson welcomed the new committee members.	Review and Approval of curriculum:
1.	Social and Emotional Thinking <ul style="list-style-type: none"> Dr. McLaughlin stated that she wanted to give some background regarding the current curriculum writing. The format has been revised so that there is a common format for all curricula throughout the district. All curricula now include alignment with Common Core and department standards, essential questions, character attributes, and tech competencies. Mrs. Erica Fradette presented Social and Emotional Thinking. She stated that this is the first semester of the class which has twenty students. Mr. Shaffer asked how the students were selected. Mrs. Fradette said she took recommendations from guidance counselors 	Social and Emotional Thinking

	<p>and teachers. The course is in the <i>Program of Studies</i> for next year, and students will be able to self-select.</p> <ul style="list-style-type: none"> • Mr. Brant asked if Mrs. Fradette would be teaching the class in the future. His concern was with removing the school psychologist from general building availability during teaching time. • Mrs. Fradette said she had the support of building social workers in general and had a para in the classroom itself. • Mr. Shaffer asked where the course was listed in the <i>Program of Studies</i>, and Mrs. Fradette replied that it was in the health section. • Mrs. Shook stated that she is fascinated by the curriculum and sees a real need for this in schools in general. Mr. Lawson concurred. 	
2.	<p>Ecology I Ecology II</p> <ul style="list-style-type: none"> • Mrs. Eileen Reed presented for Ecology I and II. She stated that these courses have been science electives for many years, usually taken by seniors and some juniors. They are offered at the academic level, with students able to contract up for honors credit. The courses are usually taken together. A grade of C+ or better in both earns three Naugatuck Valley Community College credits. The revised curricula incorporate more reading, writing, and research in alignment with Common Core standards. • Mr. Shaffer suggested the curriculum should state that it is an academic course and note the Naugatuck Valley Community College credits. • Mr. Lawson stated that information is pointed out in the <i>Program of Studies</i>. • Mr. Shaffer noted that page seven refers to weeks and blocks and needs to be clarified. • Mr. Shaffer commented that the new format is a work of art and asked how many hours the revision required. Mrs. Reed estimated twenty hours maximum. 	<p>Ecology I Ecology II</p>

3.	<p>Health II</p> <ul style="list-style-type: none"> • Mrs. Erica Keane presented Health II. The course is for students who failed or were unable to take Health I as freshmen. It is a semester course offered every other year. • Mr. Shaffer asked if Mrs. Keane ever gets feedback on the several standards and she replied that in her eight years teaching she has not. • Mrs. Shook said the introduction was very thorough and answered any questions she may have had. <p>Mr. Shaffer moved to bring the following curricula to the full Board for approval: Ecology I and Ecology II, with suggested revisions, Health II, and Social and Emotional Thinking, seconded by Mr. Brant and passed unanimously.</p>	<p>Health II</p> <p>Motion made and passed unanimously to bring the following curricula to the full Board for approval: Ecology I and Ecology II, Health II, and Social and Emotional Thinking.</p>
4.	<p>Items for Discussion Mr. Lawson noted that these items should be more properly called Items of Information.</p> <p>A. CMT/CAPT Schedules</p> <ul style="list-style-type: none"> • Dr. McLaughlin provided this year's CMT/CAPT schedules, with certain dates mandated by the state. The high school is doing two tests a day and 3-8 is doing one test per day. • Mr. Shaffer asked about the change in start time for CAPT this year and the split in the math testing over two days. Dr. McLaughlin will get back to the committee with answers. <p>B. Curriculum Update</p> <ul style="list-style-type: none"> • Mr. Lawson confirmed that committee members had received the five-year plan. Some adjustments may be necessary due to budget. • Dr. McLaughlin stated there are five more curricula that should be ready for the March COL meeting. 	<p>Items for Discussion</p> <p>CMT/CAPT Schedules</p> <p>Curriculum Update</p>

C.	Tentative COL Meeting on April 24, 2012 <ul style="list-style-type: none">• Mr. Lawson and Dr. McLaughlin agreed that with the large number of curricula due, an additional Committee on Learning Meeting may be necessary in April.	Tentative COL Meeting on April 24, 2012
5.	Adjourn <p>Mr. Shaffer moved to adjourn the meeting at 8:06 p.m. seconded by Mrs. Shook and passed unanimously.</p>	Adjourn <p>Motion made and passed unanimously to adjourn the meeting at 8:06 p.m.</p>

Respectfully submitted,





David Lawson, Chairperson
Committee on Learning

**New Milford Board of Education
Facilities Sub-Committee Minutes
March 6, 2012
Lillis Administration Building, Room 2**

Present: Mr. Daniel Nichols, Chairperson
Mr. Thomas McSherry
Mrs. Lynette Celli Rigdon
Mr. William Wellman

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools
Ms. Ellamae Baldelli, Director of Human Resources
Mr. Gregg Miller, Director of Fiscal Services
Mr. Daniel DiVito, Director of Technology
Mr. John Calhoun, Facilities Manager
Mr. Leo Rogoza, Assistant Facilities Manager

1.	Call to Order The special meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:00 p.m. by Mr. Nichols.	Call to Order
2.	Public Comment <ul style="list-style-type: none">• None	Public Comment
3.	Discussion and Possible Action A. New Energy Savings Initiatives for 2012 <ul style="list-style-type: none">• Mr. Calhoun talked about possible energy initiatives that are available through CL&P this coming year. CL&P is offering 40 to 50% rebates for some programs. He is investigating daylight controls, auto-dimming and occupancy, LED lighting technology, boiler reset controls, variable speed drives, and CO2 controls.• Mrs. Celli Rigdon asked how Mr. Calhoun would move forward with these plans.• Mr. Calhoun stated that he would be meeting with several contractors who will assess the opportunities for savings and then he will come back with recommendations for the Board.• Mr. McSherry asked if there was anything that would affect the capital budget• Mr. Calhoun said no. Any cost/saving ratio would be spread out over time with CL&P.	Discussion and Possible Action New Energy Savings Initiatives for 2012 <div style="text-align: right;">GEORGE C. BUCKBEE TOWN CLERK  2012 MAR -8 P 12: 09 NEW MILFORD, CT </div>

**New Milford Board of Education
Facilities Sub-Committee Minutes
March 6, 2012
Lillis Administration Building, Room 2**

<p>B. School Emergency Shelter status update</p> <ul style="list-style-type: none"> Mr. Calhoun updated the Committee on how the district facilities are designated in emergency situations. <ul style="list-style-type: none"> SNIS: primary emergency shelter for the town for 20 or more people, chosen due to its generator and central locale. Also used as a mass dispensing site in case of pandemic. Emergency supplies are being stored temporarily in the old tunnels. The old tennis courts are storing the CERT trailer temporarily. NMHS: is a secondary pandemic site if SNIS is not available. JPS: parking lot is a potential site for commodities distribution to off-load supplies. Lillis building: district has been approached to use the downstairs for storage. 	<p>School Emergency Shelter status update</p>
<p>C. Grounds Projects update</p> <ul style="list-style-type: none"> Mr. Calhoun stated that since the grounds people have not had to do snow removal this year, they have utilized their time clearing brush and trees from the October storm and trimming overgrown wood lines. Among the projects, the front sidewalk at JPS was extended to allow all buses to offload at once and site lines were improved at HPS to improve visibility along Old Town Park Road. The crew is now gearing up for spring sports. 	<p>Grounds Projects update</p>
<p>D. Facilities Usage report</p> <ul style="list-style-type: none"> Mr. Calhoun provided data of this year's facilities usage from July 1, 2011 through what is currently scheduled through June 30, 2012. There are currently 15,457 events scheduled for outside groups utilizing the facilities. An event is defined as the use of a room at a building. The Youth Agency, Park and Recreation, and Adult Ed are included in this total as renters though they are not charged a fee. Of that total, Mr. Calhoun broke down the 	<p>Facilities Usage report</p>

**New Milford Board of Education
Facilities Sub-Committee Minutes
March 6, 2012
Lillis Administration Building, Room 2**

	<p>number into the following estimates: classrooms - 6800, cafeterias - 1800, gyms - 3450, kitchen - 1, LMC - 187, fields - 3000 and theatre - 118. Use of individual buildings was estimated at 2000 for HPS, 2600 for JPS, 5000 for NMHS, 1100 for NES, 3200 for SNIS, 1100 for SMS, and 70 for Lillis. Mr. Calhoun stated that all this usage contributes to deterioration of the spaces. The fees offset necessary maintenance and repairs.</p> <ul style="list-style-type: none"> • Mr. Wellman asked for clarification on renters vs. payees. Mr. Calhoun stated that, for example, Category 1 - school based or town groups, do not pay a fee. Category 3 groups, which include youth groups or non-profits, pay a utility fee only. Category 5 groups, which include for profit groups, pay a higher fee. 	
4.	<p>Adjourn</p> <p>Mr. McSherry moved to adjourn the meeting at 6:21 p.m. seconded by Mrs. Celli Rigdon and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 6:21 p.m.</p>

Respectfully submitted:



Daniel Nichols, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Minutes
March 6, 2012
Lillis Administration Building, Room 2**

Present: Mr. Thomas McSherry, Chairperson
Mrs. Lynette Celli Rigdon
Mr. David Lawson
Mr. William Wellman

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools
Ms. Ellamae Baldelli, Director of Human Resources
Mr. Gregg Miller, Director of Fiscal Services
Mr. Daniel DiVito, Director of Technology
Mr. John Calhoun, Facilities Manager
Mr. Leo Rogoza, Assistant Facilities Manager

1.	Call to Order The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 6:30 p.m. by Mr. McSherry.	Call to Order
2.	Public Comment <ul style="list-style-type: none">• None	Public Comment
3.	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 2, 2012 <ul style="list-style-type: none">• Ms. Baldelli stated that there are several new substitute teachers on the list as well as all spring coaches.• Mr. Wellman asked for clarification on the two coaches listed as spring sports coaches.• Ms. Baldelli said these are certified coaches who will assist with teams where the hired coach has certification pending from the state.• Mr. Lawson asked if this was an extra expense and if so how much they are getting paid.• Ms. Baldelli said it was an extra expense, but unavoidable if the team was to happen. The substitute coach is paid \$25 per hour.• Mr. Lawson asked what a teacher substitute was paid.• Ms. Baldelli said that a teacher substitute is	Discussion and Possible Action Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 2, 2012 <div>GEORGE C. BUCKBEE TOWN CLERK</div> <div>2012 MAR -8 P 12: 09</div> <div>NEW MILFORD, CT</div>

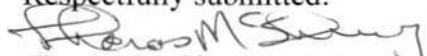
**New Milford Board of Education
Operations Sub-Committee Minutes
March 6, 2012
Lillis Administration Building, Room 2**

	<p>paid \$70 per day.</p> <ul style="list-style-type: none"> • Mr. Wellman asked if the certification was the Board's requirement or the state's. • Ms. Baldelli said it was a state requirement. <p>Mrs. Celli Rigdon moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 2, 2012 to the full Board for approval. Motion seconded by Mr. Lawson and passed unanimously.</p>	<p>Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 2, 2012 to the full Board for approval.</p>
B.	<p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Purchase Resolution D-644 2. Budget Position as of February 29, 2012 3. Request for Budget Transfers <ul style="list-style-type: none"> • Mr. Wellman questioned who the \$6000 for police coverage for sports was paid to. • Mr. Miller said this amount was paid to the Town of New Milford which then pays the police assigned to the detail. • Mr. Wellman questioned the 126% bottled gas on the budget report. • Mr. Miller said it was a small dollar amount and could have been under budgeted; he will look into it. • Mr. Calhoun said this item is used sporadically at the barn, farmhouse, to start boilers etc. and is cyclical in nature as to when it is refilled. • Mr. Wellman questioned the cost of the dishwasher which appeared on the budget transfer list and was told that that is how much a dishwasher costs these days. • Mr. Lawson asked for clarification on the ink cartridge line and was told they were for multiple printers. <p>Mrs. Celli Rigdon moved to bring the monthly reports: Purchase Resolution D-644, Budget Position as of February 29, 2012, and Request for Budget Transfers to the full Board for approval. Motion seconded by Mr. Lawson and passed unanimously.</p>	<p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Purchase Resolution D-644 2. Budget Position as of February 29, 2012 3. Request for Budget Transfers <p>Motion made and passed unanimously to bring the monthly reports: Purchase Resolution D-644, Budget Position as of February 29, 2012, and Request for Budget Transfers to the full Board for</p>

**New Milford Board of Education
Operations Sub-Committee Minutes
March 6, 2012
Lillis Administration Building, Room 2**

<p>C. Gifts & Donations 1. Exhibit B: PTO Gifts & Donations</p> <ul style="list-style-type: none"> • Dr. Paddyfote noted the generous nature of this donation. <p>Mr. Lawson moved to bring Exhibit B: PTO Gifts and Donations to the full Board for approval. Motion seconded by Mrs. Celli Rigdon and passed unanimously.</p> <p>D. Five Year Capital Plan Update</p> <ul style="list-style-type: none"> • Mr. Calhoun stated that this is a “living” document that needs to be adjusted from time to time, so is updated every year. Some things get pushed back due to bigger project demands. • Mr. DiVito said the technology portion is the same and is also affected by major technology changes that occur over time. • Mr. Miller stated that the town would like this update one month sooner so next year he would plan to present it at the February Operations meeting. <p>Mrs. Celli Rigdon moved to bring the Five Year Capital Plan Update to the full Board for approval. Motion seconded by Mr. Lawson and passed unanimously.</p>		<p>discussion and approval.</p> <p>Gifts & Donations 1. Exhibit B: PTO Gifts & Donations</p> <p>Motion made and passed unanimously to bring Exhibit B: PTO Gifts and Donations to the full Board for approval.</p> <p>Five Year Capital Plan Update</p> <p>Motion made and passed unanimously to bring the Five Year Capital Plan Update to the full Board for discussion and approval.</p>
<p>4. Adjourn</p> <p>Mrs. Celli Rigdon moved to adjourn the meeting at 6:53 p.m. seconded by Mr. Lawson and passed unanimously.</p>		<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 6:53 p.m.</p>

Respectfully submitted:


Thomas McSherry, Chairperson
Operations Sub-Committee

Sarah Noble Intermediate School Library Media Center

NEW MILFORD, CT

Also Present:

Dr. Jeanann Paddyfote, Superintendent of Schools
Dr. Maureen McLaughlin, Assistant Superintendent of Schools
Ms. Ellamae Baldelli, Director of Human Resources
Mr. Gregg Miller, Director of Fiscal Services
Mrs. Adele Johnson, Director, Pupil Personnel and Special Services
Mr. John Calhoun, Director of Facilities
Mr. Greg Shugrue, Principal, New Milford High School
Mrs. Dana Ford, Principal, Schaghticoke Middle School
Dr. Len Tomasello, Principal, Sarah Noble Intermediate School
Daniel Winter, Student Representative
Liam Lynch, Student Representative

<p>1.</p> <p>A. Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 7:30 pm. The Pledge of Allegiance immediately followed the call to order.</p>	<p>Call to Order</p> <p>A. Pledge of Allegiance</p>
<p>2.</p> <p>A. SNIS and SMS Geography Bee winners Dr. Tomasello and Mrs. Ford presented the winners of the Geography Bee.</p> <ul style="list-style-type: none"> • Grant Li – SNIS winner • Jarod Riedl – SMS winner • Devin Collentine – SMS second place • Madison Corso – SMS third place 	<p>Recognition</p> <p>A. SNIS and SMS Geography Bee winners</p>
<p>B. CT Fire Prevention Poster Winner Dr. Tomasello presented the winner of the fire prevention poster contest, SNIS student Christina Onorato.</p>	<p>B. CT Fire Prevention Poster Winner</p>

<p>C.</p> <p>D.</p> <p>E.</p>	<p>VFW Patriot's Pen Essay Winner Mrs. Ford presented the Patriot's Pen Essay winner, SMS student Bryan Rojas.</p> <p>Science Horizons 2012 Winners Mr. Shugrue asked Mrs. Reed to present the eight NMHS students who reached the finals including one overall winner: Thomas Barkal, Lindsey Bull, Alexa Collins, Esther Kang, Quentin Leitz, Ashley Lian, Krista Pullen, and Jaden Williams.</p> <p>Board of Education Appreciation for Service Month Dr. Paddyfote noted that March is Board Appreciation Month. Each member received a spring plant for their many hours of service.</p> <p>The meeting recessed at 7:43 p.m. for a brief reception and reconvened at 7:55 p.m.</p>	<p>C. VFW Patriot's Pen Essay Winner</p> <p>D. Science Horizons 2012 Winners</p> <p>E. Board of Education Appreciation for Service Month</p>
<p>3.</p>	<p>Public Comment</p> <p>There was none.</p>	<p>Public Comment</p>
<p>4.</p>	<p>PTO Report</p> <ul style="list-style-type: none"> • Spring book fairs at the elementary schools and Sarah Noble Intermediate School will take place during parent-teacher conference week. • Schaghticoke Middle School will be bringing Rachel's Challenge, an anti-bullying campaign, to the area and the public is invited to attend on March 20th from 7 to 8 p.m. for free. 	<p>PTO Report</p>
<p>5.</p>	<p>Student Representatives Report</p> <ul style="list-style-type: none"> • February 24th was the Mr. Greenwave Contest. • Sophomores took the CAPT tests last week. • The SAT's were last weekend. • There is a Poetry Slam going on this month. • Spring sports will start March 19th. • The Freshman NAMES project will take place March 14th. • The All School Musical will start March 23rd. 	<p>Student Representatives Report</p>
<p>6.</p> <p>A.</p>	<p>Approval of Minutes</p> <p>Approval of the following Board of Education</p>	<p>Approval of Minutes</p> <p>A. Approval of the following</p>

	<p>Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Regular Meeting Minutes of February 14, 2012 2. Special Meeting Minutes of March 8, 2012 <p>Mr. Nichols moved to approve the Regular Meeting Minutes of February 14, 2012 and Special Meeting Minutes of March 8, 2012, seconded by Mr. Brant and passed unanimously.</p>	<p>Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Regular Meeting Minutes of February 14, 2012 2. Special Meeting Minutes of March 8, 2012 <p>Motion made and passed unanimously to approve the Regular Meeting Minutes of February 14, 2012 and Special Meeting Minutes of March 8, 2012</p>
7.	<p>Superintendent's Report</p> <ul style="list-style-type: none"> CAPT testing is currently ongoing at the high school and Mastery testing is ongoing at the other schools. The All-School Musical will have six performances starting March 23rd. The Silo held performances of four students from New Milford High School. The gallery will display art students' work as well. On March 1st, Mrs. Johnson received a letter to conduct a desk audit of the IDEA grant for which the school system is in full compliance. A survey has gone out to parents regarding parent conferences and so far 691 parents have responded. 	<p>Superintendent's Report</p>
8.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> The Board presented its budget to the Town Council recently and Mrs. Faulenbach thanked the Board, staff, and administration for the presentation. The Town Council reduced the Board budget by \$250,000 and the next step is the Board of Finance. The Town Council did approve the capital reserve request to replace the lockers at Schaghticoke Middle School and the boiler project at Hill & Plain Elementary School. The request will be sent to the Board of Finance for approval. 	<p>Board Chairman's Report</p>
9.	<p>Committee Reports</p>	<p>Committee Liaison Reports</p>
A.	<p>Facilities Sub-Committee – Mr. Nichols</p>	<p>A. Facilities Sub-Committee</p>

	<p>Mr. Nichols said the Facilities Sub-Committee met on Tuesday, March 6th and they received a verbal report on cost savings initiatives as well as the five year capital plan.</p> <p>B. Operations Sub-Committee – Mr. McSherry</p> <p>Mr. McSherry said all of the items discussed at Operations were on the agenda.</p> <p>C. Policy Sub-Committee – Mr. Brant</p> <p>Mr. Brant said the Policy Sub-Committee reviewed two policies for action and one for first review on tonight's agenda.</p> <p>D. Committee on Learning – Mr. Lawson</p> <p>Mr. Lawson noted the Committee on Learning had some curricula to approve tonight and that at the next meeting they will be discussing in more detail the strategic school profile.</p> <p>E. Education Connection – Mrs. Celli Rigdon</p> <p>Mrs. Celli Rigdon said Education Connection did not have a meeting in March and the next meeting would be April 5th.</p> <p>F. Connecticut Boards of Education – Mrs. Faulenbach</p> <p>There was no report on CABE.</p> <p>G. Negotiations Committee – Mrs. Faulenbach</p> <p>There was no report on the negotiations committee.</p>	<p>B. Operations Sub-Committee</p> <p>C. Policy Sub-Committee</p> <p>D. Committee on Learning</p> <p>E. Education Connection</p> <p>F. Connecticut Boards of Education</p> <p>G. Negotiations Committee</p>
10.	DISCUSSION AND POSSIBLE ACTION	Discussion and Possible Action
A.	Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 13, 2012	Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 13, 2012

<p>Mr. McSherry moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 13, 2012, seconded by Mrs. Celli Rigdon.</p> <ul style="list-style-type: none">• Mr. Lawson said he expressed his reservations about the substitute coaches' rate of compensation at the Operations Sub-Committee and was doing so here. He noted the rate was more than double that of a substitute teacher and so he would not be supporting this motion. He said the rate for a substitute coach was \$25 per hour.• Mr. Nichols noted that the substitute coaches would only be used if necessary.• Ms. Baldelli said the substitute teachers' rate is \$70 per day and the coaches' rate would be \$25 per hour for two or three hours. The state requires certified coaches to be on the field or court and the coaches on the list for approval tonight are awaiting their certifications. She said substitute teachers are very important but substitute coaches need certification; substitute teachers do not.• Mrs. Celli Rigdon asked what amount of hours was needed for certification for a coach and what it cost. Ms. Baldelli said the cost is now \$100 because the league New Milford is in offers coaches the opportunity to take courses at a lower rate, but they must take CPR and First Aid which is two to three hours, and 45 hours of a "how to coach course" over the course of one year.• Mr. Lawson noted that a teacher's certification can cost anywhere from \$80,000 to \$100,000 so there is no comparison with a coach's certification. He also noted that the Board is here for academics and by approving the coaching fee of \$25 per hour the schools are suggesting the coaches are worth more than substitute teachers.• Mr. Brant asked if these substitute coaches were covering until the coaches' permits are issued and Ms. Baldelli said yes.• Mr. Wellman said he understood the pay rate	<p>Motion made and passed to approve Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 13, 2012</p>
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	<p>was a function of supply and demand as there are few available substitute coaches.</p> <ul style="list-style-type: none"> • Mr. Lawson asked if the rate was negotiated and Ms. Baldelli said it was the rate used for other activities so the rate was set. • Mr. Brant asked if this could delay the start of tennis and softball season if the coaches were not in place and Ms. Baldelli said the district would be in violation of the certification requirement and the Board policy. <p>The motion passed 7 – 1. Aye: Mr. Brant, Mrs. Faulenbach, Mr. McSherry, Mr. Nichols, Mrs. Celli Rigdon, Mrs. Shook, Mr. Wellman No: Mr. Lawson</p>	
B.	<p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Purchase Resolution D-644 2. Budget Position as of February 29, 2012 3. Request for Budget Transfers <p>Mr. Nichols moved to approve monthly reports: Purchase Resolution D-644, Budget Position as of February 29, 2012, and Budget Transfers, seconded by Mr. McSherry.</p> <ul style="list-style-type: none"> • Mr. Lawson asked if there were any significant changes in terms of fuel prices that Mr. Miller was forecasting. Mr. Miller said they have not locked in the prices for fuel oil next year and he is not cautiously optimistic but hoping the cycle of increasing prices will reverse itself. The natural gas prices have been at a 10 year low so the school is reaping the benefit of those prices. Electricity prices are also down a little. He does not know the trends for next year. • Mr. Lawson asked if the oil prices are tied in with the Town as a group effort and Mr. Miller said the schools piggyback on the Town's oil purchase which has been beneficial to the Town and the Board. 	<p>Monthly Reports</p> <ol style="list-style-type: none"> 1 Purchase Resolution D-644 2. Budget Position as of February 29, 2012 3. Request for Budget Transfers <p>Motion made and passed unanimously to approve the monthly reports: Purchase Resolution D-644, Budget Position as of February 29, 2012, and Budget Transfers</p>

	<p>The motion passed unanimously.</p> <p>C. Gifts & Donations 1. Exhibit B: PTO</p> <p>Mr. Lawson moved to accept Exhibit B: PTO Gifts & Donations for Sarah Noble Intermediate School in the amount of \$16,500 and Northville Elementary School in the amount of \$2,605, seconded by Mr. Nichols.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach thanked the PTO. • Mr. Lawson said it was wonderful how many thousands of dollars were donated to the PTO from the community. <p>The motion passed unanimously.</p> <p>D. Textbook Approvals for Grade 12</p> <p>Mr. Nichols moved to approve the following textbooks for Grade 12: <u>Great Speeches of the 20th Century</u> and <u>Poetry 180</u>, seconded by Mr. Brant and passed unanimously.</p> <p>E. Approval of the Following Curricula 1. Ecology I 2. Ecology II 3. Health II 4. Social and Emotional Thinking</p> <p>Mr. Lawson moved to approve the following curricula: 1. Ecology I 2. Ecology II 3. Health II 4. Social and Emotional Thinking Seconded by Mr. Nichols.</p> <ul style="list-style-type: none"> • Mr. Lawson said the new cycle the Assistant Superintendent has the committee on is helping to get them caught up with new curricula. <p>The motion passed unanimously.</p>	<p>Gifts & Donations Exhibit B: PTO</p> <p>Motion made and passed unanimously to accept Exhibit B: PTO Gifts & Donations for Sarah Noble Intermediate School in the amount of \$16,500 and Northville Elementary School in the amount of \$2,605.</p> <p>Textbook Approvals for Grade 12</p> <p>Motion made and passed unanimously to approve the following textbooks for Grade 12: <u>Great Speeches of the 20th Century</u> and <u>Poetry 180</u></p> <p>Approval of the Following Curricula 1. Ecology I 2. Ecology II 3. Health II 4. Social and Emotional Thinking</p> <p>Motion made and passed unanimously to approve the following curricula: 1. Ecology I 2. Ecology II 3. Health II 4. Social and Emotional Thinking</p>
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<p>F.</p>	<p>Policy Recommended for First Review: 1. 4121 Substitute Teachers</p> <p>Mrs. Faulenbach noted this policy was on the agenda for first review and asked if anyone had any comments or questions.</p>	<p>Policy Recommended for First Review: 1. 4121 Substitute Teachers</p>
<p>G.</p>	<p>Policy Recommended for Approval: 1. 4118.25 Reporting Child Abuse and Neglect</p> <p>Mr. Brant moved to approve Policy 4118.25 Reporting Child Abuse and Neglect, seconded by Mr. Nichols and passed unanimously.</p>	<p>Policy Recommended for Approval: 1. 4118.25 Reporting Child Abuse and Neglect</p> <p>Motion made and passed unanimously to approve Policy 4118.25 Reporting Child Abuse and Neglect</p>
<p>H.</p>	<p>Policy Recommended for Deletion: 1. 5141.4 Child Abuse/Neglect</p> <p>Mr. Lawson moved to delete Policy 5141.4 Child Abuse/Neglect, seconded by Mr. Brant and passed unanimously.</p>	<p>Policy Recommended for Deletion: 1. 5141.4 Child Abuse/Neglect</p> <p>Motion made and passed unanimously to delete Policy 5141.4 Child Abuse/Neglect</p>
<p>I.</p>	<p>Five Year Capital Plan</p> <p>Mr. Nichols moved to approve the Five Year Capital Plan for 2012-2017, seconded by Mr. McSherry.</p> <ul style="list-style-type: none"> Mrs. Celli Rigdon said she appreciated the forecast of the capital budget and Mrs. Faulenbach noted it was just that, a forecast. <p>The motion passed unanimously.</p>	<p>Five Year Capital Plan</p> <p>Motion made and passed unanimously to approve the Five Year Capital Plan for 2012-2017</p>
<p>11.</p>	<p>ITEMS FOR INFORMATION AND DISCUSSION</p> <p>A. Field Trip Report</p> <ul style="list-style-type: none"> Mr. Wellman noted there was a field trip which cost \$45.06 and wondered if that precluded students who could not afford to go and might be embarrassed to ask for help. Dr. McLaughlin said she could not speak on 	<p>ITEMS FOR INFORMATION AND DISCUSSION</p> <p>Field Trip Report</p>

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B.	behalf of Schaghticoke, but said she would find out the practice used to assist students in need. Strategic School Profile <ul style="list-style-type: none">• Mr. Lawson noted that the Committee on Learning would be discussing this in detail and if anyone had comments or questions, they could contact him.	Strategic School Profile
12.	Adjourn Mr. Nichols moved to adjourn the meeting at 8:25 p.m., seconded by Mr. McSherry and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 8:25 p.m.

Respectfully submitted:



Daniele Shook
Secretary
New Milford Board of Education