

**New Milford Board of Education
 Operations Sub-Committee Minutes
 November 14, 2017
 Lillis Administration Building—Room 2**

Present: Mrs. Wendy Faulenbach, Chairperson
 Mrs. Angela C. Chastain
 Mr. Robert Coppola
 Mr. Brian McCauley

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

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NEW MILFORD, CT

1.	<p>Call to Order The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mrs. Faulenbach.</p>	<p>Call to Order</p>
2.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	<p>Public Comment</p>
3.	<p>Presentation</p> <p>A. Source4Teachers Update</p> <ul style="list-style-type: none"> • Mr. Phil Engle, Vice President, and Ms. Beth Salaris, Regional Manager, for the local Source4Teachers team presented. Mr. Engle said there were a few not unexpected bumps at the beginning of the year as the program got going but there has been a steady increase since then. Since the beginning of the year, 34 new substitute teachers have been hired, and four new paraeducator substitutes. There are 50 teacher substitutes and 32 paraeducator substitutes in process. • He said the teacher sub numbers are strong, and the district is well thought of. Paraeducator numbers are an issue, as they are nationwide. • Mr. Coppola asked what the current pay rates are. Mr. Engle said \$90 per day for teachers and \$70.70 per day for paraeducators, which is typical of most districts. 	<p>Presentation</p> <p>A. Source4Teachers Update</p>

- Mr. Engle said they are in the process of hiring another recruiter for this area. They advertise on hiring websites, social media, their own website, the district website, CT REAP, and at local colleges. They have attended our district open house events.
- Mr. Engle said they currently have an employee discount incentive program and will be launching a referral program for district subs and faculty and a formal loyalty program that will reward greater work frequency.
- Mrs. Chastain said Connecticut's requirement of a bachelor degree for teacher subs has an effect on the numbers and she asked if Mr. Engle had heard any discussion at the state level about changing that requirement, so as to possibly attract college students interested in the field, for example. Mr. Engle said he had not.
- Mrs. Faulenbach asked how many districts Source4Teachers serves in CT and what their goal is for end of year. Mr. Engle said they serve three districts currently in CT and they hope that a 10% increase over last year's rate will be an attainable goal. Ultimately, their goal is no unfilled classrooms.
- Mrs. Faulenbach asked for confirmation that their service covers all facets of the process. Mr. Engle said that is correct, from recruiting to hiring to any administrative issues.
- Mr. Smith said the recruitment piece especially is a huge benefit as that is not something the district can do at the same level with current staff.
- Mr. Coppola asked if substitutes see all available jobs. Ms. Salaris said they do and that the company still uses the Aesop system at their expense.
- Mr. Coppola asked if paraeducator subs need only a high school degree. Ms. Baldelli said they must pass a state test if they do not have at least two years of college.

<p>4.</p>	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p> <ul style="list-style-type: none"> • Ms. Baldelli said she expected to have a revised Exhibit A for next week’s Board meeting. • Mrs. Faulenbach asked about the retirement at SNIS. Ms. Baldelli said it is a shortage area, and already posted. Other openings were discussed. Mrs. Faulenbach asked if Ms. Baldelli would prepare a memo for next week’s Board meeting listing other openings and Ms. Baldelli said she would. • Mr. Coppola asked if the teachers retiring mid-year result from the state’s requirement of 37 ½ years for retirement. Ms. Baldelli said it could be, but sometimes it is a function of start date. <p>Mr. McCauley moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>Motion seconded by Mrs. Chastain.</p> <p>Motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 10/31/17 2. Purchase Resolution D-704 3. Request for Budget Transfers <ul style="list-style-type: none"> • Mr. Giovannone highlighted a few areas on the budget position: the certified staff number has gone up since the last report due to open positions; the non-certified line shows an encumbrance for Source4Teachers; and excess cost is not booked yet as it is revenue that is received typically in February and May. • Mr. Coppola asked if there were any concerns with that line and Mr. Giovannone said not at this time. • Mrs. Faulenbach asked about the oil line and 	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p> <p>Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 10/31/17 2. Purchase Resolution D-704 3. Request for Budget Transfers
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	<p>Mr. Giovannone said it was based on the amount budgeted and would be reviewed at the six month mark to see if adjustments are warranted.</p> <ul style="list-style-type: none">• Mr. Coppola asked about the German textbook transfer. Mr. Smith said there was a planned rewrite of the curriculum but due to a change in staffing at that position, they are delaying the purchase until the teacher has had time to transition. They are reallocating the funds within the World Languages department since they are not ready for a new book at this time.• Mrs. Faulenbach asked why the Facilities disbursement numbers among schools were uneven. Mr. Munrett said some schools still had balances or had made purchases. The amounts create equity among all. <p>Mrs. Chastain moved to bring the monthly reports: Budget Position 10/31/17, Purchase Resolution D-704 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>C. Activity Stipend Requests</p> <p>1. Schaghticoke Middle School</p> <ul style="list-style-type: none">• Mr. Coppola asked if there was money in the budget for the Unified Bowling. Ms. Baldelli said there was and they had also received a grant to fund transportation, uniforms etc. Mr. Coppola asked if the Board would have to pick up the funding for that next year and Ms. Baldelli said yes, that had been typical with the other Unified Sports programs added in the past.• Mrs. Olson said this was an offshoot of the Special Olympics program and combines special education and general education students in teamwork activities.• Ms. Baldelli said the S.A.F.E. program would	<p>Motion made and passed unanimously to bring the monthly reports: Budget Position dated 10/31/17, Purchase Resolution D-704, and Request for Budget Transfers to the full Board for approval.</p> <p>C. Activity Stipend Requests</p> <p>1. Schaghticoke Middle School</p>
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	<p>be funded by one of the two Leo Club stipends; only one stipend is needed this year.</p> <p>Mr. McCauley moved to bring the activity stipend requests for Schaghticoke Middle School to the full Board for approval.</p> <p>Motion seconded by Mrs. Chastain.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the activity stipend requests for Schaghticoke Middle School to the full Board for approval.</p>
<p>5.</p> <p>A.</p> <p>B.</p> <p>C.</p>	<p>Items of Information</p> <p>Update on Transportation Complaints</p> <ul style="list-style-type: none"> • Mr. Giovannone said there had been 24 inquiries so far this year: some complaints, some requests for changes. All were resolved without a hearing needed. • Mrs. Chastain said she had been behind a bus recently that had a light out. She knew the All Star number and called to report it, but she said not all parents might be aware. She suggested information be posted on the district website to help with ease of reporting. • Mrs. Faulenbach asked how many complaints resulted in a site visit. Mr. Giovannone estimated about half. He usually does the visit by himself, but has been accompanied by Mr. Smith and/or All Star personnel occasionally. • Mrs. Faulenbach asked if the number was down from last year and Mr. Giovannone said he would check. <p>Substitute List</p> <ul style="list-style-type: none"> • Ms. Baldelli said this list is shared twice a year with the Board; the next time will be in February. The Source4Teachers hires are asterisked. There is an increase in substitutes over last year. <p>Update on Capital Reserve Transfer</p>	<p>Items of Information</p> <p>A. Update on Transportation Complaints</p> <p>B. Substitute List</p> <p>C. Update on Capital Reserve Transfer</p>

	<ul style="list-style-type: none"> • Mrs. Faulenbach said they continue to monitor this transfer request which has not happened yet as reflected in the Board of Finance minutes of November 8, 2017. • Mrs. Chastain confirmed that this is the request for the 2015-16 capital reserve. <p>D. Agreement between New Milford Board of Education and New Milford Education Association</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said all the Board members had received a summary of the stipulated agreement and asked that the summary be attached to the minutes. She said she was pleased to move forward and noted that the agreement includes a reopening clause in one year for salary. • Mr. Coppola said he was pleased that a stipulated agreement was reached in arbitration, so no further action is needed. He asked if the teachers had seen the agreement yet. • Mr. Smith said that happened today and he anticipates a joint statement being released soon. <p>E. Possible Budget Drivers</p> <ol style="list-style-type: none"> 1. Review of Special Education structures 2. Bilingual staffing <ul style="list-style-type: none"> • Mr. Smith said this is an ongoing conversation at all sub-committees about possible budget drivers and conversations happening internally now. The district is constantly reevaluating special education structures based on need. This may or may not have budget ramifications. Regarding bilingual staffing, SMS will be mandated next year. The question is whether or not there will be an offset. Mr. Smith said in addition, the current time and attendance system does not work well with Munis so there is review of alternates and cost implications being discussed now. Mr. Smith asked for Board member input. 	<p>D. Agreement between New Milford Board of Education and New Milford Education Association</p> <p>E. Possible Budget Drivers</p> <ol style="list-style-type: none"> 1. Review of Special Education structures 2. Bilingual staffing
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	<ul style="list-style-type: none"> • Mrs. Faulenbach asked if this would be on next month's agenda and Mr. Smith said the topic would be, but recommended that Board members let him know thoughts as soon as possible. • Mr. Coppola asked if there were new state mandates that would affect budget. Mr. Smith said yes, some are possible in expulsion mandates and in TEAM program changes. • Mr. Coppola asked if the state had changed the Board's authority over budget and Mr. Smith said no, the original language had been softened. • Mrs. Faulenbach said insurance is a big driver. She asked if the workshop on enrollment and staffing was coming soon. Mr. Smith said it is next Tuesday at 6:30 p.m. 	
6.	<p>Public Comment</p> <ul style="list-style-type: none"> • Justin Mack, a grade 4 teacher and member of the NMEA negotiations committee thanked the Board for their willingness to collaborate and be open minded in negotiations. He appreciated the good faith effort and spirit of cooperation. • Mrs. Faulenbach said the comments are very much appreciated. 	Public Comment
7.	<p>Adjourn</p> <p>Mr. Coppola moved to adjourn the meeting at 8:39 p.m. seconded by Mr. McCauley and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:39 p.m.</p>

Respectfully submitted:



Wendy Faulenbach, Chairperson
 Operations Sub-Committee

PULLMAN

ATTORNEYS

**SUMMARY RE: 2017 NEGOTIATIONS
AND STIPULATED AGREEMENT
SUBMITTED IN ARBITRATION RE:
NEW MILFORD BOARD OF EDUCATION
AND
NEW MILFORD EDUCATION ASSOCIATION**

The parties began negotiations in June of 2017, and met twice more in July and once again in August before proceeding to mediation in September. After an extended mediation, an agreement was still not reached and the parties commenced arbitration on September 29, 2017. The absence of a state budget made these negotiations particularly difficult. Likewise, the change in rates for the State's Partnership Plan, SPP 2.0, that occurred after mediation but announced prior to arbitration, together with the Comptroller's Office changing its online application form for early preapproval by deleting the attestation requirement, thereby enabling unions to apply for early approval, added still another dimension to these negotiations. Nevertheless, the parties were able to reach an agreement on all issues in dispute as follows:

Salary

The parties agreed to a 2.2% increase for the 2018-19 school year, with an agreement to reopen negotiations in 2018, pursuant to the statutory timeframe set forth in the Teacher Negotiation Act, for the sole purpose of negotiating salary increases and distribution for the second and third years of the contract. The teachers' 2017-18 salary account was \$26,738,452, thus a 2.2% increase equals \$588,246.

All salary payments will now be made by direct deposit.

Stipends

The extra duty stipend accounts were all increased by 2.2% in the first year of the contract, and will remain unchanged throughout the remainder of the three year agreement.

Article IV – Sick Leave Loyalty Program

A new benefit was introduced to permit teachers who have accumulated fifty days of sick leave to earn credit for each additional unused sick day beyond fifty, up to a total of one hundred and thirty-six days. This benefit is available to teachers who have been employed with the New

Milford Public Schools for twenty or more years. They will be paid \$50 for each accumulated day upon retirement from teaching, and must give notice of retirement prior to October 31.

Insurance

The premium shares to be paid by teachers will go up from the current 21% to 22% in the first year of the contract, 22.5% in the second year, and 23% in the third year.

HDHP Plan

The plan changed from a \$2,000/\$4,000 HDHP plan with a Board contribution of 40% toward the deductible to what will now be a \$2,500/\$5,000 HDHP plan with a Board contribution of 35% toward the deductible.

The plan change resulted in a projected \$195,258 gross premium reduction. Using the current 79% Board share of the premium, the savings to the Board is \$154,254. However, this is offset by a \$35,400 increase in the HSA contribution, totaling a net savings to the Board resulting from plan change, including increased HSA contribution, of \$118,854. In the first year, the Board also shifted an additional percentage premium share to the teachers and that 1% reduction in the Board's premium share obligation equals \$52,512. Net savings resulting from insurance HDHP plan change and premium share, Year 1, equals \$171,366.

Salary and Insurance Net Cost Increase

The 2.2% salary increase offset by the insurance net savings in Year 1, equals a total increase of \$416,880 or 1.559% of the salary account.

Long term disability insurance

The formula for this insurance coverage was adjusted from 66-2/3% to 60% of the teacher's monthly salary to a maximum of \$6,000; previously, it was to a maximum of \$3,000.

Section 14.02 – Association Activity

The Board agreed to give the Union a list of new hires prior to the start of the school year and to inform them whenever a long-term substitute has been on an assignment for more than 40 days. At teacher orientation, the Association will be provided with at least 30 minutes of time to address newly hired teachers. Teachers shall have access to teacher mailboxes and e-mail accounts to conduct business.

Dress Code

The dress code was revised after lengthy discussions to more accurately reflect the current expectations of the District, without overburdening the administration with excessively detailed restrictions on attire.