

**New Milford Board of Education  
Special Meeting Minutes  
November 16, 2016  
Lillis Administration Building – Board Room**

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Dave Littlefield @ 6:50 p.m. Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm
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NEW MILFORD, CT

Also Present:	Mr. Joshua Smith, Superintendent of Schools Mr. Nick Caruso, CAFE Senior Staff Associate for Field Service
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<b>1.</b>	<b>Call to Order</b> <b>A. Pledge of Allegiance</b>  The Board workshop special meeting of the New Milford Board of Education was called to order at 6:30 p.m. by Mr. Lawson. The Pledge of Allegiance and a moment of silence immediately followed the call to order.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b>
<b>2.</b>	<b>Public Comment</b>  <ul style="list-style-type: none"> <li>• There was none.</li> </ul>	<b>Public Comment</b>
<b>3.</b>	<b>Discussion</b>  <b>A. CAFE Senior Staff Associate for Field Service Nick Caruso will facilitate discussion regarding Board roles, responsibilities and goal setting.</b>  <ul style="list-style-type: none"> <li>• Mr. Caruso presented on the role of the Board. He said studies have shown that a successful Board has a shared vision in which they have: set clear expectations, created conditions for success, set up system accountability for the expectations, built public will and learned together as a Board team. Mr. Caruso talked about the importance of having a cohesive voice.</li> <li>• Board members agreed that work needs to be</li> </ul>	<b>Discussion</b>  <b>A. CAFE Senior Staff Associate for Field Service Nick Caruso will facilitate discussion regarding Board roles, responsibilities and goal setting.</b>

	<p>done on communicating a consistent, clear message and talked about having an organized, structured communications plan, both internal and external.</p> <ul style="list-style-type: none"> <li>• Mr. Caruso said it is important for the Board to answer the question “Why? What is the reason they exist?” He said it all starts with improving student achievement. Once the question has been answered, the Board should look at how it impacts what it does and how to express this to constituents.</li> <li>• Discussion included how the Board and Superintendent work together to drive forward action and how that action would be evaluated.</li> <li>• The consensus of the Board was that they would like to continue with additional sessions on vision, including goal setting and evaluation, and on communications.</li> </ul>	
<p><b>4.</b></p>	<p><b>Adjourn</b></p> <p><b>Mr. Dahl moved to adjourn the meeting at 8:10 p.m., seconded by Mr. McCauley and passed unanimously.</b></p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 8:10 p.m.</b></p>

Respectfully submitted:



Wendy Faulenbach  
 Secretary

New Milford Board of Education