

**NEW MILFORD BOARD OF EDUCATION**

**New Milford Public Schools**

**50 East Street**

**New Milford, Connecticut 06776**

**OPERATIONS SUB-COMMITTEE  
MEETING NOTICE**

GEORGE C. BUCKBEE  
TOWN CLERK

2012 MAR 30 A 9:49

NEW MILFORD, CT

**DATE:** April 3, 2012  
**TIME:** 7:30 P.M.  
**PLACE:** Lillis Administration Building – Room 2

**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**
- 2. 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.

- 3. Discussion and Possible Action**
  - A. Transportation request for St. Joseph Elementary School, Brookfield**
  - B. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence**
  - C. Monthly Reports**
    1. Purchase Resolution D-645
    2. Budget Position as of 3/31/12
    3. Request for Budget Transfers
  - D. Gifts & Donations**
    1. PTO – Exhibit B
  - E. Bids**
    1. Laptop Carts
  - F. Grants**
    1. Adult Education - Transition: Post-Secondary Education and Training
    2. Adult Education - English Literacy and Civics Education
  - G. New Milford High School Graduation Date for June 2012**
  - H. Update on Administrative Vacancies**

4. Item of Information
  - A. School Calendars
5. Adjourn

Sub-Committee Members: Mr. Thomas McSherry, Chairperson  
Mr. David Lawson  
Mrs. Lynette Celli Rigdon  
Mr. William Wellman

Alternates: Mr. Tom Brant  
Mrs. Daniele Shook

# SAINT JOSEPH CHURCH

163 WHISCONIER ROAD  
BROOKFIELD, CT 06804

RECEIVED

FEB 27 2012

NEW MILFORD SCHOOLS  
SUPERINTENDENTS OFFICE

February 23, 2012

New Milford Public School  
50 East Street  
New Milford, CT 06776  
JeanAnn C. Paddyfote, Ph. D. - Superintendent of Schools

Dear Mrs. Paddyfoote,

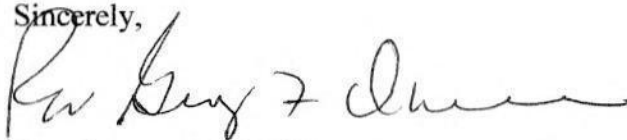
My name is Father George F. O'Neill and I am the pastor of Saint Joseph Church and Saint Joseph Elementary School in Brookfield, CT. I am writing you to ask your guidance and assistance on a matter of transportation of New Milford school age children to our Catholic School in Brookfield. We are the only option for New Milford families for a Catholic education.

In our school we presently educate 65 children from 40 families who reside in New Milford. It was brought up in a recent school parent's meeting that there would be other New Milford families who would like to afford their children a Catholic education however, transportation was an issue. One of the parents noted that New Milford already provides transportation to other institutions outside of the Town of New Milford and it was thought that the service was provided through the transportation component of their resident school taxes.

I will be soliciting the two Roman Catholic parishes in New Milford asking them to consider Catholic education at Saint Joseph Brookfield as an option for their families. My appeal is not and never has been that they are not receiving a fine education in the public system. My goal is to afford them the component of faith in the fabric of education for their future and the future of our faith community. To be able to offer them a solution to the transportation issue would be encouraging.

My request is to be able to speak with you about this matter and to see if we might be able to help each other as we serve the greater good of our communities. I look forward to hearing from you.

Sincerely,



Rev. George F. O'Neill  
Pastor

cc: Mrs. Rose Forte, Principal  
Saint Joseph School

NEW MILFORD PUBLIC SCHOOLS

**EXHIBIT A**

Regular Meeting of the Board of Education  
Sarah Noble Intermediate School  
New Milford, Connecticut  
April 10, 2012

As of March 30, 2012

ACTION ITEMS

A. Personnel

**1. CERTIFIED STAFF**

**a. RESIGNATIONS**

- 1. Mrs. Kristine Golden**, Assistant Principal, Sarah Noble Intermediate School

Took position elsewhere

Move that the Board of Education accept the resignation of **Mrs. Kristine Golden** as Assistant Principal at Sarah Noble Intermediate School effective June 30, 2012.

**2. CERTIFIED STAFF**

**b. APPOINTMENTS**

- 1. None**

**3. NON-CERTIFIED STAFF**

**a. RESIGNATIONS**

- 1. Mrs. Carol Lemire**, Paraeducator, New Milford High School

Retirement

Move that the Board of Education accept the resignation, due to retirement, of **Mrs. Carol Lemire** as Paraeducator at New Milford High School effective April 6, 2012.

- 2. Mrs. Tora (Betty) Simas**, School Nurse, New Milford High School

Retirement

Move that the Board of Education accept the resignation, due to retirement, of **Mrs. Tora (Betty) Simas** as School Nurse at New Milford High School effective June 30, 2012.

**4. NON-CERTIFIED STAFF**

**b. APPOINTMENTS**

- 1. None**

**5. SUBSTITUTES**

**a. APPOINTMENTS**

- 1. Mrs. Vidya Pandikaran**, Substitute Teacher

Move that the Board of Education appoint **Mrs. Vidya Pandikaran** as a Substitute Teacher effective April 11, 2012.

*Education History:*

BS: Univ. of Madras

Major: Computer Science

MS: Univ. of Madras

Major: Applied Computer Science

2. **Mrs. Teresa Roberts**, Substitute Teacher  
Move that the Board of Education appoint **Mrs. Teresa Roberts** as a Substitute Teacher effective April 11, 2012.

*Education History:*  
BS: WCSU  
Major: Spanish/Secondary Ed

6. **ADULT EDUCATION STAFF**

a. **RESIGNATIONS**

1. **None**

7. **ADULT EDUCATION STAFF**

b. **APPOINTMENTS**

1. **None**

8. **BAND STAFF**

a. **RESIGNATIONS**

1. **None**

9. **BAND STAFF**

b. **APPOINTMENTS**

1. **None**

10. **COACHING STAFF**

a. **RESIGNATIONS**

1. **None**

11. **COACHING STAFF**

b. **APPOINTMENTS**

1. **Mr. Stephen Donahue**, Volunteer Boys' Varsity Baseball Coach, New Milford High School  
Move that the Board of Education appoint **Mr. Stephen Donahue** as Volunteer Boys' Varsity Baseball Coach at New Milford High School effective April 11, 2012.
2. **Mr. Mark Grant**, Volunteer JV Boys' Baseball Coach, New Milford High School  
Move that the Board of Education appoint **Mr. Mark Grant** as Volunteer JV Boys' Baseball Coach at New Milford High School effective April 11, 2012, pending receipt of coaching permit.
3. **Mr. Anthony Nocera**, Volunteer Girls' Varsity Softball Coach, New Milford High School  
Move that the Board of Education appoint **Mr. Anthony Nocera** as Volunteer Girls' Varsity Softball Coach at New Milford High School effective April 11, 2012.

Volunteer

Volunteer

Volunteer

12. **LEAVES OF ABSENCE**

1. **Mrs. Emily Ferraiolo**, Elementary Teacher, Northville Elementary School  
**Move** that the Board of Education approve the request of **Mrs. Emily Ferraiolo** to extend an unpaid child-bearing leave of absence through May 25, 2012.

Unpaid

Obj.	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
111	SALARY-CERTIFIED	27,349,947.00	27,351,985.00	17,957,414.87	8,773,866.68	620,703.45	97.7 %
112	SALARY-NON-CERTIFIED	7,907,898.00	7,905,860.00	5,517,097.82	1,398,328.24	990,433.94	87.5 %
200	EMPLOYEE BENEFITS	8,657,419.00	8,657,419.00	6,814,946.62	56,344.40	1,786,127.98	79.4 %
321	INSTRUCTIONAL PROGRAMS	41,363.00	41,363.00	14,143.48	10,466.08	16,753.44	59.5 %
322	PROGRAM IMPROVEMENT	84,576.00	84,576.00	28,776.95	2,000.00	53,799.05	36.4 %
323	PUPIL SERV. (COUNSEL, GUID)	545,827.00	545,827.00	383,843.63	163,442.88	1,459.51-	100.3 %
324	STAFF SERVICES (TRAINING)	94,695.00	94,695.00	28,620.46	22,529.48	43,545.06	54.0 %
331	AUDIT SERVICES	10,000.00	10,000.00	10,000.00	.00	.00	100.0 %
332	LEGAL SERVICES	135,752.00	135,752.00	140,757.66	.00	5,005.66-	103.7 %
333	MEDICAL SERVICES	25,072.00	25,072.00	18,360.00	6,640.00	72.00	99.7 %
336	INSURANCE SERVICES	2,500.00	2,500.00	1,812.00	408.00	280.00	88.8 %
339	PURCH. SERVICES-OTHER	1,534,591.00	1,533,554.00	1,133,702.31	333,706.24	66,145.45	95.7 %
411	WATER	78,192.00	78,192.00	51,119.83	26,782.98	289.19	99.6 %
412	SEWAGE	30,346.00	30,346.00	27,644.00	.00	2,702.00	91.1 %
413	FIRE DISTRICT	1,325.00	1,325.00	1,247.06	.00	77.94	94.1 %
421	GARBAGE AND REFUSE	72,196.00	72,196.00	53,718.90	21,652.10	3,175.00-	104.4 %
431	INSTRUCT EQUIPMENT REPAIR	19,036.00	18,816.00	7,011.24	776.55	11,028.21	41.4 %
432	NON-INSTRUCT EQUIPMENT REPAIR	75,855.00	74,553.00	44,190.77	13,668.43	16,693.80	77.6 %
433	BUILD & GROUNDS-REPAIR	258,956.00	258,956.00	273,016.75	11,013.69	25,074.44-	109.7 %
442	NON-INSTRUCT EQUIPMENT-RENT	222,400.00	221,850.00	136,614.82	41,972.94	43,262.24	80.5 %
511	PUPIL TRANSPORTATION-CONTRACT	4,237,779.00	4,237,779.00	3,024,483.60	1,207,782.15	5,513.25	99.9 %
513	PUPIL TRANSPORTATION-OTHER	2,700.00	2,700.00	1,131.84	.00	1,568.16	41.9 %
515	FIELD TRIPS	105,807.00	105,807.00	75,906.78	28,490.09	1,410.13	98.7 %
521	PROPERTY/LIABILITY INS	336,987.00	336,987.00	338,290.00	.00	1,303.00-	100.4 %
523	MEDICAL INSURANCE-SPORTS PROGRAM	21,011.00	21,011.00	14,200.00	.00	6,811.00	67.6 %
530	COMMUNICATIONS	.00	660.00	440.66	219.10	.24	100.0 %
531	TELEPHONES	86,209.00	86,209.00	56,461.69	29,747.31	.00	100.0 %
532	POSTAGE	38,638.00	36,988.00	21,244.60	13,162.77	2,580.63	93.0 %
540	ADVERTISING EXPENSE	2,145.00	5,040.00	2,969.50	518.25	1,552.25	69.2 %
550	PRINTING EXPENSE	65,227.00	62,830.00	29,341.69	9,204.42	24,283.89	61.3 %
561	TUITION-CONN LEA	695,412.00	695,412.00	588,496.28	123,897.20	16,981.48-	102.4 %
563	TUITION-PRIVATE FACILITY	1,325,917.00	1,325,917.00	1,027,780.88	604,227.07	306,090.95-	123.1 %
580	TRAVEL EXPENSES	33,990.00	35,290.00	19,843.82	4,194.89	11,251.29	68.1 %
611	INSTRUCTIONAL SUPPLIES	572,766.00	560,031.00	372,938.41	31,500.60	155,591.99	72.2 %
612	NON-INSTRUCTIONAL SUPPLIES	198,007.00	202,747.00	93,433.73	21,716.69	87,596.58	56.8 %
613	MAINTENANCE SUPPLIES	184,495.00	184,495.00	186,130.09	15,834.99	17,470.08-	109.5 %
614	MAINTENANCE COMPONENTS	33,950.00	33,950.00	36,139.03	.00	2,189.03-	106.4 %
619	GROUNDKEEPING SUPPLIES	6,804.00	6,804.00	6,824.08	380.00	400.08-	105.9 %
622	ELECTRICITY	974,479.00	974,479.00	588,710.67	290,537.33	95,231.00	90.2 %
623	BOTTLED GAS	1,325.00	1,325.00	1,724.56	115.00	514.56-	138.8 %
624	OIL	292,950.00	292,950.00	192,342.83	95,183.01	5,424.16	98.1 %
625	NATURAL GAS	333,384.00	333,384.00	166,227.94	87,754.88	79,401.18	76.2 %
626	GASOLINE	42,527.00	42,527.00	22,949.19	14,507.16	5,070.65	88.1 %
641	TEXTS-NEW/NON-CONSUMABLE	143,544.00	133,436.00	92,575.30	2,798.76	38,061.94	71.5 %
642	TEXTS-REP/ADD NON-CONSUMABLE	47,166.00	46,397.00	36,193.87	174.96	10,028.17	78.4 %
644	TEXTS-REP/ADD CONSUMABLE	71,067.00	71,067.00	59,271.36	236.87	11,558.77	83.7 %
645	LIBRARY BOOKS	116,929.00	106,331.00	63,830.44	13,122.14	29,378.42	72.4 %
646	WORKBOOKS	64,317.00	60,312.00	49,987.12	.00	10,324.88	82.9 %
647	PERIODICALS	47,152.00	46,468.00	25,039.27	2,237.00	19,191.73	58.7 %
720	BUILDINGS & IMPROVEMENTS	395,416.00	395,416.00	392,851.47	756.24	1,808.29	99.5 %
731	INSTRUCTIONAL EQUIPMENT-NEW	73,555.00	101,150.00	50,863.33	28,386.04	21,900.63	78.3 %
732	INSTRUCTIONAL EQUIPMENT-REPLACEMEN	16,418.00	22,368.00	15,604.70	2,462.01	4,301.29	80.8 %
733	NON-INSTRUCTIONAL EQUIPMENT-NEW	572,269.00	571,091.00	424,814.81	90,457.82	55,818.37	90.2 %

GL2041R 4/02/2012  
11:46:45  
FUND 001 000 GENERAL FUND

New Milford Board of Education  
APPROPRIATIONS BY OBJECT REPORT AS OF 3/31/2012

Page 2  
USER - BARBARA

Obj.	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
734	NON-INSTRUCTION EQUIPMENT-REPLACEM	76,177.00	80,270.00	79,268.56	1,406.03	404.59-	100.5 %
810	DUES & FEES	71,026.00	71,026.00	58,943.97	1,506.00	10,576.03	85.1 %
900	FEE REVENUE	186,250.00-	186,250.00-	134,774.97-	.00	51,475.03-	.0 %
910	TUITION REVENUE	100,080.00-	100,080.00-	41,803.49-	.00	58,276.51-	.0 %
920	GRANT REVENUE STATE	849,895.00-	849,895.00-	762,645.80-	.00	87,249.20-	.0 %
960	MEDICAID REIMBURSEMENT	60,000.00-	60,000.00-	10,664.14-	.00	49,335.86-	.0 %
961	UNLIQUIDATED ENCUMBRANCES	.00	.00	20,360.16-	.00	20,360.16	.0 %
965	VENDOR REBATE REVENUE	45,000.00-	45,000.00-	20,396.86-	.00	24,603.14-	.0 %
998	TRANSFER IN	.00	.00	.00	.00	.00	.0 %
** FINAL TOTAL **		57,194,266.00		39,870,649.82		3,717,500.71	
			57,194,266.00		13,606,115.47		93.5 %
"FINAL TOTAL" 3/31/2011		56,945,211.00		38,298,463.85		4,149,490.49	
			56,945,211.00		14,497,256.66		92.7%
Variance		249,055.00	249,055.00	1,572,185.97	-891,141.19	-431,989.78	0.8%



GL2042R 4/02/2012  
11:46:07  
FUND 001 000

New Milford Board of Education  
SECONDARY REPORT BY PROGRAM AS OF 3/31/2012

Page 1  
USER - BARBARA

Prog	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
1101	KINDERGARTEN	678,508.00	678,508.00	358,360.88	191,566.44	128,580.68	81.0 %
1102	NON DEPT INSTRUCTION	6,745,266.00	6,751,326.00	4,319,980.33	2,277,111.07	154,234.60	97.7 %
1103	BUSINESS EDUCATION	330,000.00	335,522.00	235,824.70	95,908.86	3,788.44	98.9 %
1104	ENGLISH/LANGUAGE ARTS	1,799,770.00	1,783,033.00	1,201,487.86	543,054.03	38,491.11	97.8 %
1105	WORLD LANGUAGE	997,452.00	997,452.00	674,308.28	304,159.72	18,984.00	98.1 %
1106	HOME ECONOMICS	178,333.00	178,333.00	124,054.76	53,749.80	528.44	99.7 %
1107	INDUSTRIAL ARTS	300,753.00	300,753.00	198,859.23	93,777.11	8,116.66	97.3 %
1108	MATHEMATICS	1,511,069.00	1,547,066.00	1,044,683.92	479,056.10	23,325.98	98.5 %
1109	MUSIC	848,161.00	850,026.00	545,384.01	283,197.36	21,444.63	97.5 %
1110	PHYSICAL EDUCATION	945,820.00	947,960.00	598,245.69	343,175.27	6,539.04	99.3 %
1111	SCIENCE	1,615,440.00	1,588,406.00	1,033,858.75	532,930.59	21,616.66	98.6 %
1112	SOCIAL STUDIES	1,444,216.00	1,490,913.00	976,102.56	426,406.09	88,404.35	94.1 %
1113	PATIENT CARE TECHNOLOGY	16,846.00	16,846.00	9,280.80	5,220.40	2,344.80	86.1 %
1116	HEALTH AND SAFETY	332,913.00	333,923.00	208,879.75	114,611.59	10,431.66	96.9 %
1118	CAREER EDUCATION	27,912.00	28,649.00	21,161.08	7,476.88	11.04	100.0 %
1119	COMPUTER EDUCATION	377,810.00	378,392.00	189,325.82	169,314.49	19,751.69	94.8 %
1120	DRIVER EDUCATION	.00	.00	7,808.18	.00	7,808.18	.0 %
1121	REMEDIAL READING	845,914.00	884,219.00	568,237.91	274,711.93	41,269.16	95.3 %
1123	ENGLISH AS A SECOND LANG	126,198.00	126,198.00	81,261.76	42,381.72	2,554.52	98.0 %
1124	DISTRIBUTIVE EDUCATION	56,012.00	56,012.00	35,847.68	20,164.32	.00	100.0 %
1127	ART	842,308.00	844,905.00	569,236.26	271,871.63	3,797.11	99.6 %
1128	GENERAL INSTRUCT SUPPLIES	393,920.00	404,822.00	246,340.97	70,552.23	87,928.80	78.3 %
1129	SUBSTITUTE TEACHERS	332,088.00	332,088.00	239,530.38	.00	92,557.62	72.1 %
1130	INSTRUCTIONAL TESTING	100,269.00	101,796.00	68,993.45	23,798.74	9,003.81	91.2 %
1131	NON DEPT INSTRUCT GR 6-12	71,230.00	71,230.00	62,053.02	11,283.91	2,106.93	103.0 %
1210	GIFTED TALENTED/ENRICHMNT	109,200.00	109,200.00	63,065.28	40,804.40	5,330.32	95.1 %
1211	EXCEL-EXPER. CTR EARLY MAN	414,773.00	414,773.00	294,528.44	121,355.08	1,110.52	100.3 %
1212	SPECIAL ED-NON CATEGORICL	5,002,096.00	4,985,688.00	3,314,547.13	1,688,643.58	17,502.71	100.4 %
1214	LEARN DISABLE/EMOT.HANDCP	.00	.00	.00	.00	.00	.0 %
1215	TRANSITION 18-21 PROGRAM (LHTC)	188,518.00	188,518.00	93,563.06	71,143.30	23,811.64	87.4 %
1270	TUTORIAL	210,779.00	210,779.00	94,079.96	.00	116,699.04	44.6 %
1271	HOMEBOUND INSTRUCTION	56,050.00	56,050.00	43,952.61	.00	12,097.39	78.4 %
1290	OTHER SPECIAL EDUCATION	293,394.00	293,394.00	213,009.78	77,814.04	2,570.18	99.1 %
1291	SPEC ED PARA SUBSTITUTES	58,510.00	58,510.00	67,027.02	.00	8,517.02	114.6 %
1310	ADULT ED-BASIC PROGRAM	86,441.00	86,441.00	49,871.46	.00	36,569.54	57.7 %
1311	ADULT ED-HIGH SCHL EQUIV	5,191.00	5,191.00	1,712.90	.00	3,478.10	33.0 %
1410	SUMMER SCHOOL-REMEDIAL	56,563.00	56,563.00	44,867.04	.00	11,695.96	79.3 %
2113	SOCIAL WORK SERVICES	249,250.00	249,250.00	168,129.77	79,823.20	1,297.03	99.5 %
2120	GUIDANCE SERVICES	941,857.00	941,857.00	621,453.88	309,014.15	11,388.97	98.8 %
2130	HEALTH SERVICES	914,342.00	914,644.00	694,855.70	267,953.92	48,165.62	105.3 %
2140	PSYCHOLOGICAL SERVICES	454,555.00	443,627.00	296,916.70	147,265.35	555.05	100.1 %
2150	SPEECH AND HEARING	725,624.00	725,624.00	491,868.92	224,792.19	8,962.89	98.8 %
2211	STAFF DEVELOPMENT & TRAIN	56,565.00	56,565.00	23,893.92	750.00	31,921.08	43.6 %
2212	CURRICULUM DEVELOPMENT	166,195.00	167,722.00	95,298.46	24,431.03	47,992.51	71.4 %
2222	LIBRARY SERVICES	688,973.00	688,973.00	433,896.84	218,538.00	36,538.16	94.7 %
2223	AUDIO-VISUAL SERVICES	19,757.00	19,757.00	6,282.04	729.60	12,745.36	35.5 %
2224	EDUCATIONAL TELEVISION	2,004.00	2,004.00	383.32	324.00	1,296.68	35.3 %
2310	BOARD OF EDUCATION	173,102.00	173,102.00	167,152.66	218.25	5,731.09	96.7 %
2320	CENTRAL ADMINISTRATION	339,479.00	349,132.00	229,017.71	78,141.42	41,972.87	88.0 %
2410	OFFICE OF THE PRINCIPAL	2,566,547.00	2,540,107.00	1,773,425.62	661,948.10	104,733.28	95.9 %
2490	OTHER SCHOOL ADMINISTRATION	114,073.00	112,771.00	60,647.30	39,310.85	12,812.85	88.6 %
2510	FISCAL SERVICES	412,970.00	421,398.00	319,000.70	99,325.23	3,072.07	99.3 %
2590	OTHER BUSINESS SUPPRT SERV	536,126.00	453,998.00	360,578.56	.00	93,419.44	79.4 %

Prog	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
2610	CUSTODIAL & HOUSEKEEPING	2,004,100.00	2,005,560.00	1,492,011.77	53,451.02	460,097.21	77.1 %
2620	MAINTENANCE & REPAIR	2,924,031.00	2,925,491.00	2,146,797.51	586,332.89	192,360.60	93.4 %
2630	BUILDING USE ADMINISTRATION	32,650.00-	32,650.00-	8,647.01-	1,977.00	25,979.99-	20.4 %
2710	REIMBURSABLE TRANSPORT	4,136,142.00	4,136,142.00	2,920,229.75	1,212,218.31	3,693.94	99.9 %
2790	NON-REIMBURSABLE TRANSPRT	.00	.00	1,073.80	.00	1,073.80-	.0 %
2810	PLANNING & EVALUATION	9,750.00	9,750.00	1,700.23	.00	8,049.77	17.4 %
2820	COMMUNICATION & COMM/STAFF RELATION	29,150.00	29,150.00	18,570.04	6,573.08	4,006.88	86.3 %
2830	RECRUITING/PERSONNEL SERV	167,784.00	169,658.00	126,409.16	42,834.19	414.65	99.8 %
2840	TECHNOLOGY	215,278.00	217,610.00	165,878.57	39,262.50	12,468.93	94.3 %
2910	SOCIAL SECURITY	574,438.00	574,438.00	424,135.29	.00	150,302.71	73.8 %
2920	MEDICARE	453,900.00	453,900.00	316,163.98	.00	137,736.02	69.7 %
2930	LIFE INSURANCE	83,004.00	83,004.00	71,037.23	11,966.77	.00	100.0 %
2940	DISABILITY INSURANCE	89,443.00	89,443.00	58,562.37	30,880.63	.00	100.0 %
2950	MEDICAL INSURANCE	6,175,671.00	6,175,671.00	4,631,753.25	.00	1,543,917.75	75.0 %
2960	UNEMPLOYMENT INSURANCE	49,795.00	49,795.00	61,297.50	13,497.00	24,999.50-	150.2 %
2970	OTHER BENEFITS	612,210.00	612,210.00	633,039.00	.00	20,829.00-	103.4 %
2980	PENSION-NON CERTIFIED EMPLOYEES	618,958.00	618,958.00	618,958.00	.00	.00	100.0 %
3210	INTERSCHOLASTIC SPORTS	639,947.00	639,947.00	435,865.89	83,522.82	120,558.29	81.2 %
3211	INTRAMURAL SPORTS	30,786.00	30,786.00	9,471.00	.00	21,315.00	30.8 %
3212	OTHER STUDENT ACTIVITIES	194,872.00	194,872.00	90,504.36	4,917.78	99,449.86	49.0 %
6110	TUITION-CONN PUB SCHL DIS	606,553.00	606,553.00	508,214.48	123,897.20	25,558.68-	104.2 %
6130	TUITION-NON PUBLIC SCHL	950,311.00	950,311.00	691,002.88	604,227.07	344,918.95-	136.3 %
7001	CAPITAL-FACILITIES	423,066.00	423,066.00	420,758.97	756.24	1,550.79	99.6 %
7002	CAPITAL-TECHNOLOGY	392,524.00	392,524.00	339,821.45	1,995.00	50,707.55	87.1 %
7003	CAPITAL-OTHER	84,061.00	84,061.00	69,521.90	.00	14,539.10	82.7 %
** FINAL TOTAL **		57,194,266.00		39,870,649.82		3,717,500.71	
			57,194,266.00		13,606,115.47		93.5 %
"FINAL TOTAL" 3/31/2011		56,945,211.00	56,945,211.00	38,298,463.85	14,497,256.66	4,149,490.49	92.7%
Variance		249,055.00	249,055.00	1,572,185.97	-891,141.19	-431,989.78	0.8%

NEW MILFORD PUBLIC SCHOOLS  
PURCHASE RESOLUTION D-645  
BOE MEETING DATE: 4/10/12

Page 1/1

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

<u>PO #</u>	<u>VENDOR/DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT #</u>
44542	Benhaven – Consultations March to June 2012	\$10,000.00	11-323-2130
45913	Home Depot – Maintenance Supplies	\$6,500.00	14-613-2610
46807	Siemens Industry – Annual Building Automation Contract	\$5,118.00	14-433-2620-05
46852	Follett Library Resource – Library Books	\$5,235.40	05-645-2222

**NEW MILFORD PUBLIC SCHOOLS  
BUDGET TRANSFER REQUESTS – RECOMMENDED  
BOE MEETING DATE: 4/10/12**

<u>Transfer #</u>	<u>Description</u>	<u>From: Account#</u>	<u>Amount</u>	<u>To: Account #</u>	<u>Amount</u>
SMS 001	School Tech Supply – Hovercam Document Cameras	04-611-1104	\$ 392.00		
		04-647-1104	\$ 61.00		
		04-611-1121	\$ 315.00		
		04-647-1121	\$ 345.00		
		04-642-1112	<u>\$ 52.00</u>		
			\$1,165.00	04-731-1104	\$1,165.00
SMS 002	American Education – Renewal of A+ Program for STEP Students	04-432-2490	\$1,000.00	04-339-1212	\$1,000.00

# New Milford PTO

Parent Teacher Organization

New Milford PTO

P.O. Box 1343

New Milford, CT 06776

---

March 27, 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.

**HPS Requests the following:**

\$1700.00 requested by the kindergarten teachers for the entire kindergarten to go on a field trip to the Beardsley Zoo in Bridgeport, CT. It is part of the curriculum on the study of animals.

**SNIS Requests the following:**

\$1800.00 requested by Dr. Naiman for three additional tanks and supplies for Trout Unlimited. It is available for all 5<sup>th</sup> grade students and Trout Unlimited will match the PTO funds.  
\$4400.00 requested by 4<sup>th</sup> grade teachers to help offset the entrance fee for the 4<sup>th</sup> grade trip to the Bronx Zoo.

**JPS Requests the following:**

\$1309.00 requested by Dawn Delpha from Language Arts. The entire 2<sup>nd</sup> grade will go on a field trip to see the theater production *Into the Woods*. They will see fairy tales come to life in the performance.

Sincerely,  
Jennifer Luis  
TW PTO Secretary

# **NEW MILFORD PUBLIC SCHOOLS**

**Office of Technology**  
**50 East Street**  
**New Milford, Connecticut 06776**  
**(860) 210-2615 FAX (860) 210-4157**



**Daniel DiVito**  
**Director of Technology**

TO: Dr. JeanAnn Paddyfote  
FROM: Daniel J. DiVito  
RE: Bid Recommendation – Mobile Laptop Carts  
DATE: March 20, 2012

Specifications for three (3) mobile laptop carts were sent to potential bidders of whom one (1) responded.

The bid specifications are for 75 Lenovo x130e laptops, 2 GB additional RAM for each, 3 year comprehensive warranty, 3 Bretford Netbook32 Computer Storage Carts, and 3 HP Laserjet Pro P1102w printers. It was also required that a parts warehouse be within 25 miles of New Milford.

The total cost for the Mobile Laptop carts is \$55,821.

I feel that the single bidder was priced aggressively. I am recommending that the contract be awarded to the bidder:

**Wholesale Computer Exchange**  
**525 Fan Hill Road**  
**Monroe, CT 06468**

## APPENDIX A

### PROPOSAL COVER FOR 2012 – 2013 ADULT EDUCATION PROGRAM IMPROVEMENT PROJECTS Bureau of Health/Nutrition, Family Services and Adult Education

**Title Of Grant:** Pathways to Success / EL Civics and Community Learning

**Applicant Organization:** New Milford Adult Education  
388 Danbury Road  
New Milford, CT 06776

**Initiated By:** Christine Martin, Facilitator  
388 Danbury Road 860-350-6647 ext 1170  
New Milford, CT 06776  
martinc@newmilfordps.org

**Project Director:** Denise Duggan, Director 860-350-6647 ext 1105  
388 Danbury Road  
New Milford, CT 06776  
duggand@newmilfordps.org

**Submitted By:** Dr. Jean Ann Paddyfote 860-355-8406  
Superintendent of Schools  
50 East Street  
New Milford, Ct. 06776

**Signature of Superintendent of  
Schools or Chief Executive  
Officer of Agency:** \_\_\_\_\_

Priority Area	Code	Funds Requested	Matching Funds
Transition: Preparing for Twenty-first Century Careers- <i>Elementary ESL and ABE/GED</i>	AE-13-1E		
Transition: Preparing for Twenty-first Century Careers- <i>Secondary</i>	AE-13-1S		
Family Literacy – <i>Elementary ESL and ABE/GED</i>	AE-13-2E		
Family Literacy- <i>Secondary</i>	AE-13-2S		
Nontraditional Adult Education Instruction and Services	AE-13-3		
Expansion of the National External Diploma Program	AE-13-4		
Transition: Post-Secondary Education and Training	AE-13-5	\$35,849	\$9,367
Transition: I-BEST	AE-13-6		
English Literacy and Civics Education	AE-13-7	\$24,333	\$6,140
CT Adult Virtual High School	AE-13-8		
<b>Total Funds Requested</b>		\$60,182	\$15,507
<b>Date Submitted:</b>	<b>Date of Board or Agency Approval:</b>		

**APPENDIX B  
PRIORITY AREA ABSTRACT**

<b>Priority Area Name:</b> English Literacy and Civics Education	<b>Project Title:</b> EL Civics and Community Learning
<b>Applicant Organization:</b> New Milford Adult Education	<b>Project Director:</b> Denise Duggan
<b>Beginning Date:</b> 7/1/2012	<b>End Date:</b> 6/30/13
<b>Requested Federal Funds:</b>	<b>Program</b> (ABE, ESL, GED, CDP, NEDP,Citizenship): ESL, Citizenship
<b>Planned Number of Students:</b> 60	<b>Cost Per Student:</b> \$405

**STATEMENT OF NEED:**

Latest census results show over 290 limited English speaking residents in the community. This number is low due to the lack of trust issues within the ESL population, especially those undocumented ESL students who did not report on the census. The only other ESL education provider in town is Literacy Volunteers which is limited to the number of students it may handle depending on volunteer availability and provides one to one and small group tutoring. Our ESL population has transportation issues with many relying on public transportation. In addition this population needs the connection of Adult Education to learn about their community and the services available to them. The majority of these students are also Basic skills deficient.

**TARGET POPULATION:**

Beginner through advanced ESL students, aged 17 and above, who are seeking to improve their English speaking ,listening and writing skills.

Beginner through advanced ESL students, aged 17 and above who are seeking to learn about their community, their new country and may wish to to obtain citizenship.

Beginner through advanced ESL students aged 17 and above, who are basic skills deficient and want to enter the workforce.

**PROJECT DESIGN:**

- Offer 75 hours of classroom instruction each semester of three levels of ESL.
- Offer 16 hours of Citizenship each semester
- Provide community and civics learning experiences.
- Expand volunteerism program started last year (collaboration with a nursing home) by adding making bag lunches for a local food pantry on a monthly basis.
- Offer technology in the form of Easy ESOL allowing our students to learn in both group and individual computer settings and augmenting this instruction with [www.elcivicsonline.org](http://www.elcivicsonline.org) and the CD-ROM Road to Citizenship.
- Offer a citizenship class to prepare for the citizenship test and interview as well as learning about the naturalization process.
- Transition students who are looking to further their education and move on to ABE/GED
- Incorporate workforce readiness skills and career goals and pathways into all levels

**PROJECT OBJECTIVES: (Briefly state the objectives of the project)**

1. To assist and support the ESL students in identifying, setting and achieving goals that will increase employability and make them more productive community and family members.
2. To educate ESL students in the areas of US Government, Civics and Citizenship.
3. To promote speaking, reading, writing and numeracy skills in English in a real world context to improve employability, transition to higher education and improve the quality of life.
4. To educate the ESL population about their community and promote active participation in local events.



- 1. To assist and support the ESL students in identifying, setting and achieving goals that will increase employability and make them more productive community and family members.**

During orientation, week one of school, students will receive lessons on goals, goal setting and practice group activities based around identifying and prioritizing their goals. Career pathways will be introduced and interest inventories will be completed. Students will complete worksheets and portfolio handouts that will start the portfolio collection process. Periodically over the course of the semester students and teachers will review goals and revise as needed. Students will have access to a guidance counselor as needed as well as have guidance present classroom lessons around a variety of topics i.e. TOEFL test, citizenship, HSD and post secondary opportunities.

- 2. To educate ESL students in the areas of US Government, Civics and Citizenship.**

All levels will be exposed to Civics, US History, Government and Citizenship within their curriculum. Teachers will use CASAS correlated lesson plans, Civics videos and workbook series. Local politicians will explain the political process. Students will also have access to the computer labs for practice with the Road to Citizenship and Easy ESOL CD Rom as well as a variety of web sites. Student's progress will be evaluated through teacher observation, classroom work test scores and CASAS testing. NMAE will also offer a citizenship class for those students ready to learn about the interview, testing process and naturalization as well as more U.S. History instruction.

- 3. To promote speaking, reading, writing and numeracy skills in English in a real world context to improve employability, transition to higher education and improve the quality of life.**

Students will have a variety of instruction: teacher presentations, DVD's, computer, small group and large group activities. Students will learn and practice these skills in the classroom and real world settings as they continue to expand on the volunteerism theme established in 2011-2012 school year. Students will be involved in local food pantry meal making which will provide hands on opportunities to practice numeracy (how many slices of bread to make 30 sandwiches) Consumer economics (how much does that bread cost), Health and nutrition (What constitutes a health lunch), reading (following a recipe, reading labels for content) and writing (students brainstorming how to raise the funds for food costs and writing letters to community members to ask for donations). Students will complete a group project within the classroom that they will present at the academic fair. (I.e. Level one this past year did a food drive --Created fliers on the computer, spoke to all mandated classes about this, collected the food and donated to local food pantries. Class documented this in photo and writing and made a trifold presentation for the fair) Lesson plans will be driven by students identified goals and career pathway interests. Students will be evaluated using the CASAS appraisal at registration and then assigned to the appropriate learning setting. Students will meet 3 times per week for two hours each night. Students will also have the opportunity for another 8 weeks of citizenship instruction each semester. Assessment of progress will be determined by an on going teacher observation, classroom performance, portfolio review (student and instructor assessed) and by CASAS testing.

Registration & Appraisal	CASAS pretest - all levels	CASAS post test -all levels
September 2012	September 2012	December 2012
January 2013	January 2013	May 2013

**5. To educate the ESL population about their community and promote active participation in local events.**

Students from all levels will be invited to participate in student council and have an active voice in their education. Students will continue to visit an area nursing home to reinforce skills learned in class as they practice speaking and listening skills (Ran bingo and did friendly visits last year). Students will participate in food drives and will expand their community involvement by monthly participation with our local food pantry preparing bag lunches for the community for those in need. Speakers will be provided to all ESL levels from various community services and civic organizations. (Local state representative, health care topics New Milford Hosp, Social Services, local post secondary representatives)

**Curriculum** materials may include but not limited to:

Citizenship	Level 1	Level 2	Level 3
Voices of Freedom	Easy English news	Easy English news	Easy English news
American Perspectives	Word by Word Picture Dictionary	Side by Side Plus	Side by Side Plus
Path to Citizenship series	Workplace English	Workplace Place	Day by Day
US gov study Guide	Reading a-z leveled readers	Reading a-z leveled readers	Reading a-z leveled readers
Program developed lesson plans	Health	Health	Voices of Freedom
Road to Citizenship	US Customs and Manners	US Customs and Manners	American Perspectives
	Program developed lesson plans	Program developed lesson plans	Health
	Readers Theaters	Readers Theaters	Program developed lesson plans
	Road to Citizenship	Road to Citizenship	Road to Citizenship
	Easy ESOL dvd and cd rom curriculum	Easy ESOL dvd and cd rom curriculum	Easy ESOL dvd and cd rom curriculum
	Reading for Life	Reading for Life	Reading for Life
	Saddleback Math binders	Saddleback Math binders	Saddleback Math binders

Curriculum is driven by student goals and needs assessments as well as CASAS appraisal, pre and post test results. Lesson plans are developed with real life and work applications that prepare our students for life in the community and the workforce. Students assume ownership of their education and community through hand on activities including student council, group work and volunteer activities within the community. Students have access to computer labs on a nightly basis.

**Evaluation:**

Class profiles will be created based on pre-test and post test scores. Matched pairs will be evaluated for gains/losses at the end of the semester and reported in CARS. Needs assessments will be utilized to determine students wants and needs. Staff will report their observations of the results. Students will create portfolios; self assess and meet with teacher for individual portfolio review. Students will have the opportunity to provide input and feedback in monthly student council meetings and will have the opportunity to complete program evaluation forms at the end of each semester

**Project Site(s) and Staff:**

New Milford Adult Education is located within New Milford High School. The building is handicap accessible and is located along the local bus route. Students have access to computer labs, classrooms, lecture halls and large meeting rooms.

Project staff includes: Certified staff --Denise Duggan, Director-- Joe Neff, Guidance Counselor Certified Classroom Instructors Lynda Lozier, Susan McWhinnie, Cathy Hackett, and Stefanie Pilla. Christine Martin, Program Facilitator and Elizabeth Murdoch, Data Entry.

**Support Services:**

All students will have access to a certified guidance counselor. In addition the counselor will be in classrooms during the year to present programming around students identified goals and needs.

Students will have the opportunity to learn about the community resources available to them through referral by guidance, speakers brought in to the classroom from various community organizations and by out of classroom experiences

**Past success:**

New Milford Adult Education has provided 3 levels of English language learning as well as citizenship programming to over 50 students this year (2011-2012). 3 students became U.S. Citizens students. Students improved their CASAS scale scores with 30 % improving to a higher level after first semester testing.

## EL/CIVICS BUDGET ED-114 FISCAL YEAR 2013

## BUDGET FORM

GRANTEE NAME:		VENDOR ID:	
GRANTEE TITLE:			
PROJECT TITLE:			
ACCOUNTING CLASSIFICATION: FUND: 0000		SPID:	YEAR: PROGRAM: CFI: CF2:
GRANT PERIOD: 07/01/2012 – 06/30/2013		AUTHORIZED AMOUNT: \$	
AUTHORIZED AMOUNT BY SOURCE:		CURRENT DUE: \$	% ADMIN COSTS: 0.28%
LOCAL BALANCE: \$		CARRY-OVER DUE: \$	
CODES	DESCRIPTIONS		TOTAL
111A	ADMINISTRATOR/SUPERVISOR SALARIES		
111B	TEACHERS		\$22,116
112A	EDUCATION AIDES		
112B	CLERICAL		
119	OTHER		
200	PERSONAL SERVICES-EMPLOYEE BENEFITS		
322	IN SERVICE		
324	FIELD TRIPS		
330	OTHER PROFESSIONAL TECHNICAL SERVICES		
510	PUPIL TRANSPORTATION		
530	COMMUNICATIONS		
580	TRAVEL		
590	OTHER PURCHASED SERVICES		
611	INSTRUCTIONAL SUPPLIES		\$424
612	ADMINISTRATIVE SUPPLIES		\$68
641	TEXTBOOKS		\$1,725
700	PROPERTY		
940	INDIRECT COSTS		
<b>TOTAL</b>			<b>\$24,333</b>
XTLM	TOTAL LOCAL MATCHING		\$6,160
	Matching Funds/Total		Greater than 25%

ORIGINAL REQUEST  
DATE

STATE DEPARTMENT OF EDUCATION  
PROGRAM MANAGER AUTHORIZATION

DATE OF APPROVAL

**APPENDIX B**  
**PRIORITY AREA ABSTRACT**

Each of the priority areas within the grant application must have its own abstract.

<b>Priority Area Name:</b> Transitions	<b>Project Title:</b> Pathways to Success-Transitions
<b>Applicant Organization:</b> New Milford Adult Education	<b>Project Director:</b> Denise Duggan
<b>Beginning Date:</b> 7/1/2012	<b>End Date:</b> 6/30/13
<b>Requested Federal Funds:</b>	<b>Program</b> (ABE, ESL, GED, CDP, NEDP,Citizenship):  ABE, GED, CDP
<b>Planned Number of Students:</b> 65	<b>Cost Per Student:</b> \$552

**STATEMENT OF NEED:**

Undereducated adults are now being faced with significant barriers to self sufficiency because of a high unemployment rate and a struggling economy. New Milford's latest census shows 2,480 documented adults who do not have a high school diploma.

**TARGET POPULATION:**

Students aged 17, or older, who do not have a secondary Diploma.

Students who are found deficient in basic skills on the entry appraisal test.

**PROJECT DESIGN:**

- Transition CPD class offered 2 nights per week for 15 weeks each semester
- Transition ABE/GED class offered 3 nights per week for 12 weeks each semester
- New Course "Skills To Pay The Bills" –Soft skills essential to succeed in today's workforce. Class will met 1 night per week for 15 weeks each semester.
- Career awareness will be offered 1 night per week for 7 weeks each semester
- Remedial Math offered 2 nights per week for 15 weeks each semester to prepare students to succeed in the post secondary placement test and the workforce.
- New Collaboration and Course- Career Training for Pathway Success Ridley Lowell and NMAE
  1. One 2 hour class that will be taught by Ridley Lowell one night a week for 15 weeks each semester at New Milford Adult Education. Content will include Math for post secondary, Self care, Customer service, Public presentation, and Career Develop.
  2. NMAE will travel to Ridley Lowell for 8 weeks a semester for 4 hours a night Students will experience Ridley Lowell postsecondary classes. They will identify the skills necessary to obtain National credentials in their chosen career path.
- Guidance counselor active in all transition classes as well as meeting individually with all students for career and post secondary counseling.
- Student evaluation will be ongoing as demonstrated by needs assessments, interest inventories, course grades and portfolio work.



**PROJECT OBJECTIVES: (Briefly state the objectives of the project)**

To remediate those students who are deficient in basic skills.

To assist students in identifying goals and connecting those goals to a career pathway.

To create an accessible pathway to post secondary education and the workforce by offering career cluster classes and curriculum and partnering with Ridley Lowell to provide students with a direct connection to post secondary experiences.

1. To remediate those students who are deficient in basic skills.

- Students will be tested upon registration with the CASAS 50 math and reading. Those students testing below 235 or who demonstrate difficulty with math and/or reading during orientation will be remediated in the appropriate subject area.
- Transitions Math will provide remediation and work on skills needed to be successful in college placement exams
- "Skills to pay the Bills" will be a new course created to provide remediation in English while providing students with the soft skills essential to succeed in today's workforce.
- Transition GED will meet 3 days per week to remediate students, prepare them for the GED and explore career, workforce and post secondary options.
- All class attendance, grades and credits earned will be documented in CARS for CDP students
- Collaboration with Ridley Lowell will provide students remediation in the skill areas identified by the post secondary institution as lacking
- All CASAS pre and post tests, GED practice tests and attendance will be documented in CARS for GED students.

2. To assist students in identifying goals and connecting those goals to a career pathway.

- Students new to the program will receive an orientation to adult education that will include goal identification and career pathway instruction.
- Students will be exposed to a variety of career and workforce interest inventories to help clarify their goals and pathway.
- Students will be exposed to a variety of post secondary programs and pathway options through speaker presentations, college fairs, computer research and classroom programming
- Students will experience first hand the training in a variety of career pathways and obtain insight into the National certification process.
- Career Awareness project will focus student's attention on their pathway, career choices and the impact of that choice on their future.
- We will continue to offer the transitions class to help students prepare for the world beyond high school. Students will explore post secondary and workforce opportunities, research financial aide and compile a portfolio of documents (resume, College essay, etc)
- We will incorporate individual student portfolio's into the program so that all students who leave the program take with them tangible documentation that can be used in post secondary education and assist in entry into the workforce.

3. To create an accessible pathway to post secondary education and the workforce by offering career cluster classes and curriculum and partnering with Ridley Lowell to provide students with a direct connection to post secondary

- Students will have the opportunity to hear representatives from post secondary institutions as well as making off site visits to post secondary institutions and college fairs.
- Students will learn post secondary study skills, time management, the applications process, writing a college essay and how to navigate the financial aid forms.
- Students will have the opportunity to work one on one with a guidance counselor on the transitions process.
- Students will have the opportunity for alternative ways to earn credit thru online classes and independent studies.
- Ridley Lowell will provide instruction and remediation in those areas students need to succeed - Math, Social skills, Personal care, Basic Science
- Ridley Lowell will provide opportunities for students to attend classrooms in a variety of career pathways, experience hands on learning activities utilizing equipment in specific career pathways and have access to staff in admissions and financial aid.

Program	Start/Finish	Days/ wk/hrs per day	# of weeks
Transitions class	8/12 – 1/13 sem 1	2/2	15
	1/13 – 5/13 sem 2	2/2	15
GED Transitions	9/12 – 12/12 sem 1	3/2	12
	2/13 – 5/13 sem 2	3/2	12
Career Awareness project	8/12 – 1/13 sem 1	1/2	7
	1/13 – 5/13 sem 2	1/2	7
Ridley Lowell experiential	8/12 – 1/13 sem 1	1/4	8
	1/13 – 5/13 sem 2	1/4	8
Ridley Lowell Career training remed	8/12 – 1/13 sem 1	1/2	15
	1/13 – 5/13 sem 2	1/2	15
Basic Skills Math	8/12 – 1/13 sem 1	2 / 2	15
	1/13 – 5/13 sem 2	1 / 2	15
Skills to Pay the Bills	8/12 – 1/13 sem 1	1/2	15
	1/13 – 5/13 sem 2	1/2	15

**Course books include but are not limited to:**

The Community College Experience, The Adult Students Guide To Success, 5<sup>th</sup> edition, How To Be A Successful Student, Career Folio Curriculum, SABES Curriculum and Keys To Effective Learning.

## **Curriculum**

Curricula for Career Awareness, HSD and GED Transitions classes will include personal inventory and career aptitude assessments, self advocacy skills, learning strategies, time management, resume writing, career exploration, communication and interviewing skills as well as writing the college essay. Access to the computer lab for research as well as the GED, Math and English, on computer will supplement the classroom experience. Experiential learning through on site visits to several post secondary schools will provide opportunities to practice skills taught in class.

Curriculum for the remedial Math and English will include assessment of deficient areas, study skills, the number power series, GED on computer program and Basic English skills as determined by student need at assessment. Skills to pay the bills, mastering soft skills for workplace success, curriculum published by the ODEP will be utilized.

Curriculum for the post secondary courses will be provided by Ridley Lowell.

On line courses will be offered through odysseyware.

## **Evaluation**

Students are evaluated on admission to the program, with pre and post testing by CASAS testing as reported in CARS. Students will be tested in class and graded by their classroom teacher with a passing grade of 65%. All students will receive a written progress report at the halfway mark and a report card at the end of each semester.

Students will self assess their portfolios toward the end of each semester.

## **Project Site(s) and Staff:**

New Milford Adult Education is located within New Milford High School. The building is handicap accessible and is located along the local bus route. Students have access to computer labs, classrooms, lecture halls and large meeting rooms.

Ridley Lowell is located in Danbury CT. The 2 campuses are located on Shelter Rock Road. The buildings are handicap accessible. Students have access to computer labs, classrooms, lecture halls and large meeting rooms.

Project staff includes: Certified staff --Denise Duggan, Director-- Joe Neff, and Guidance Counselor

Certified Classroom Instructors Justin Ongley, Skills to pay the Bills, Julia Taborsak Transitions, Jeff Bronn, Transitions GED, Remediation Math TBD, and Ridley Lowell Staff TBD.

Christine Martin, Program Facilitator and Elizabeth Murdoch, Data Entry.

## **Support Services:**

All students will have access to a certified guidance counselor. In addition the counselor will be in classrooms during the year to present programming around students identified goals and needs. Students will have the opportunity to learn about the community resources available to them through referral by guidance, speakers brought in to the classroom from various community organizations and by out of classroom experiences. Students will also have access to Ridley Lowell admissions and financial aide advisors.



### **Past Success**

The integration and involvement of outside resources (Local Nursing home and Rehab center, Educational Nature center, Webster bank, 10 post secondary institutions, 2 opportunities to attend College fairs, 2 trips to post secondary institutions, Workshops on Parenting, Substance abuse, and Culinary basics) have resulted in students looking beyond their narrow scope of experiences. For students ready to move to the next career step the exposure to community and beyond has provided valuable contacts, job opportunities and post secondary involvement.

For the majority of our students the direct transition from school to full time Post Secondary is not financially feasible. Having been given the tools to understand they can work, build on skills and continue to move forward allows many of our students to enter the workforce upon graduation and request transcripts be sent to post secondary programs after they have had the ability to earn a living for a period of time.

10 Transcript requests have been sent to post secondary institutions since the start of this school year.

All High School Diploma students who have enrolled in C.N.A. program successfully obtained their State certification. Several are employed at the Rehab center where they completed their training. 4 students are currently enrolled in the program and expected to take their exam by May.

3 Students participated in volunteer assistance in preschool nature education.

Students have become more vocal, through student council --meetings with guidance and surveys in career awareness and transitions classes, about who they would like to have come speak to them.

## COMPREHENSIVE MATCH ED-114 FISCAL YEAR 2013

## BUDGET FORM

GRANTEE NAME:		VENDOR ID:	
GRANTEE TITLE:			
PROJECT TITLE:			
ACCOUNTING CLASSIFICATION: FUND: 0000		SPID:	YEAR: PROGRAM: CF1: CF2:
GRANT PERIOD: 07/01/2012 - 06/30/2013		AUTHORIZED AMOUNT: \$	
AUTHORIZED AMOUNT BY SOURCE:		CURRENT DUE: \$	% ADMIN COSTS: 4.85%
LOCAL BALANCE: \$		CARRY-OVER DUE: \$	
CODES	DESCRIPTIONS		TOTAL
111A	ADMINISTRATOR/SUPERVISOR SALARIES		\$0
111B	TEACHERS		\$28,634
112A	EDUCATION AIDES		\$0
112B	CLERICAL		\$1,740
119	OTHER		\$0
200	PERSONAL SERVICES-EMPLOYEE BENEFITS		\$0
321	TUTORS		\$0
322	IN SERVICE		\$0
323	PUPIL SERVICES		\$0
324	FIELD TRIPS		\$0
325	PARENT ACTIVITIES		\$0
330	OTHER PROFESSIONAL TECHNICAL SERVICES		\$0
400	PURCHASED PROPERTY SERVICES		\$0
510	PUPIL TRANSPORTATION		\$3,800
530	COMMUNICATIONS		\$0
580	TRAVEL		\$0
590	OTHER PURCHASED SERVICES		\$0
611	INSTRUCTIONAL SUPPLIES		\$425
612	ADMINISTRATIVE SUPPLIES		\$0
641	TEXTBOOKS		\$1,250
690	OTHER SUPPLIES		\$0
700	PROPERTY		\$0
940	INDIRECT COSTS		\$0
<b>TOTAL1</b>			<b>\$35,849</b>
XWFE	Transition:Preparing for 21st Century Careers - ESL, ABE/GED		\$0
XWFS	Transition:Preparing for 21st Century Careers - CDP, NEDP		\$0
XFLE	Family Literacy Services - ESL, ABE/GED		\$0
XFLS	Family Literacy Services - CDP, NEDP		\$0
XNAE	Nontraditional Adult Education Instruction and Services		\$0
XNED	Expansion of the National External Diploma Program (NEDP)		\$0
XTIB	Transition: Integrated Basic Education & Skills Training		\$0
XTPS	Transition to Post Secondary Education and Training		\$0
XVHS	Connecticut (CT) Adult Virtual High School		\$0
<b>TOTAL2</b>			<b>\$0</b>
XZLM	Matching Funds		\$9,367
Matching Funds/Total1			Greater than 25%

ORIGINAL REQUEST  
DATE

STATE DEPARTMENT OF EDUCATION  
REVISED REQUEST DATE PROGRAM MANAGER AUTHORIZATION

DATE OF APPROVAL

# Memo

**To:** Jean Ann Paddyfote  
**From:** Greg Shugrue  
**Date:** 3/26/2012  
**Re:** Graduation date for the Class of 2012

---

Based on the current 2011-2012 school calendar, it is my recommendation that we set the date and time of graduation for the Class of 2012 as Saturday, June 23, 2012 at 4:00pm.

Once the Board of Education has approved this date, we will enter into a contract with the O'Neill Center at WCSU to hold the event there, as we have the past several years.

# NEW MILFORD PUBLIC SCHOOLS 2012 – 2013 School

## August 2012 5 Days

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

- 22 Teacher Work Day
- 23 Professional Development
- 24 All Staff Convocation
- 27 Students Return

## September 17 Days

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

- 3 Labor Day
- 17 Rosh Hashanah
- 26 Yom Kippur

## October 22 Days

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

- 8 Columbus Day
- 17 K-12 Early Dismissal for PD
- 24 K-12 Early Dismissal for PD

## November 18 Days

Mon	Tue	Wed	Thu	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

- 6 Election Day/Professional Day
- 12 Veterans Day Observed
- 21 Early Dismissal for Thanksgiving
- 22-23 Thanksgiving Recess
- 27-29 K-12 Early Dismissal for Parent Conferences

## December 15 Days

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

- 3 K-3 Evening Parent Conferences
- 4 SNIS Evening Parent Conferences
- 5 SMS Evening Parent Conferences
- 6 HS Evening Parent Conferences
- 24-28 & 31 Holiday Recess

## January 2013 21 Days

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

- 1 Holiday Recess
- 21 Martin Luther King Day

## February 18 Days

Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	

- 18&19 Winter Recess

## March 20 Days

Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

- 6 Kindergarten Parent Orientation
- 25-27 K-6 Early Dismissal for Parent Conferences
- 26-27 SMS/HS Early Dismissal for PD
- 29 Good Friday

## April 17 Days

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

- 1 K-3 Evening Parent Conferences
- 2 SNIS Evening Parent Conferences
- 3 SMS Evening Parent Conferences
- 4 HS Evening Parent Conferences
- 8-12 NES Kindergarten Registration
- 10 7-12 Early Dismissal for PD
- 15-19 Spring Recess
- 22-26 HPS Kindergarten Registration
- 29-30 JPS Kindergarten Registration

## May 22 Days







Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

- 1 K-12 Early Dismissal for PD
- 1-3 JPS Kindergarten Registration
- 15 K-12 Early Dismissal for PD
- 27 Memorial Day

## June \* 6 Days

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

- 10 Last Day of School

-  First Day of School
-  Schools Closed
-  Schools Closed for PD or pre-opening activities
-  Early Dismissal All Schools
-  Early Dismissal K-6 Only
-  Early Dismissal 7-12 Only

## 181 Student Days Total

Any days lost by emergency closing of schools will be added to the calendar after June 21, 2013. After June 21, days will be deducted from the beginning of spring recess starting with April 15, 16, etc. Additional days will be added after June 21, 2013.

\* NMHS Graduation Date will be set by the Board of Education at its April 2013 Meeting.

# NEW MILFORD PUBLIC SCHOOLS

## 2013 – 2014 School

*Draft as of March 26, 2012*

### August 2013 5 Days

Mon	Tue	Wed	Thu	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

- 21 Teacher Work Day
- 22 Professional Development
- 23 All Staff Convocation
- 26 Students Return

### September 19 Days

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

- 2 Labor Day
- 5 Rosh Hashanah

### October 22 Days

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

- 14 Columbus Day
- 16 K-12 Early Dismissal for PD
- 23 K-12 Early Dismissal for PD

### November 17 Days

Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

- 5 Election Day/Professional Day
- 11 Veterans Day Observed
- 19-21 K-12 Early Dismissal for Parent Conferences
- 27 Early Dismissal for Thanksgiving
- 28-29 Thanksgiving Recess

### December 15 Days

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

- 2 K-3 Evening Parent Conferences
- 3 SNIS Evening Parent Conferences
- 4 SMS Evening Parent Conferences
- 5 HS Evening Parent Conferences
- 23-27 Holiday Recess
- 30&31 Holiday Recess

### January 2014 21 Days

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

- 1 Holiday Recess
- 20 Martin Luther King Day

### February 18 Days

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

- 17&18 Winter Recess

### March 21 Days

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

- 5 Kindergarten Parent Orientation
- 24-26 K-6 Early Dismissal for Parent Conferences
- 25-26 SMS/HS Early Dismissal for PD
- 31 K-3 Evening Parent Conferences

### April 17 Days

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

- 1 SNIS Evening Parent Conferences
- 2 SMS Evening Parent Conferences
- 3 HS Evening Parent Conferences
- 7-11 NES Kindergarten Registration
- 9 7-12 Early Dismissal for PD
- 14-18 Spring Recess
- 21-25 HPS Kindergarten Registration
- 28-30 JPS Kindergarten Registration

### May 21 Days

Mon	Tue	Wed	Thu	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

- 1-2 JPS Kindergarten Registration
- 7 K-12 Early Dismissal for PD
- 21 K-12 Early Dismissal for PD
- 26 Memorial Day

### June 5 Days

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

- 6 Last Day of School



First Day of School



Schools Closed



Schools Closed for PD or pre-opening activities



Early Dismissal All Schools



Early Dismissal K-6 Only



Early Dismissal 7-12 Only

\* NMHS Graduation Date will be set by the Board of Education at its April 2014 Meeting.

**181 Student Days Total**

*Draft as of March 26, 2012*  
**SUBJECT TO CHANGE**

Any days lost by emergency closing of schools will be added to the calendar after June 6 through, and including, June 20, 2014. After June 20, days will be deducted from the beginning of spring recess starting with April 14, 15, etc. Additional days will be added after June 20, 2014.



# NEW MILFORD PUBLIC SCHOOLS

## 2014 – 2015 School

*Draft as of March 26, 2012*

### August 2014 5 Days

Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12	13	14	14
18	19	20	21	22
25	26	27	28	29

- 20 Teacher Work Day
- 21 Professional Development
- 22 All Staff Convocation
- 25 Students Return

### September 20 Days

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

- 1 Labor Day
- 25 Rosh Hashanah

### October 22 Days

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

- 13 Columbus Day
- 15 K-12 Early Dismissal for PD
- 22 K-12 Early Dismissal for PD

### November 16 Days

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

- 4 Election Day/Professional Day
- 11 Veterans Day Observed
- 18-20 K-12 Early Dismissal for Parent Conferences
- 26 Early Dismissal for Thanksgiving
- 27-28 Thanksgiving Recess

### December 17 Days

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

- 1 K-3 Evening Parent Conferences
- 2 SNIS Evening Parent Conferences
- 3 SMS Evening Parent Conferences
- 4 HS Evening Parent Conferences
- 23 Early Dismissal for Holiday Recess
- 24-26 Holiday Recess
- 29-31 Holiday Recess

### January 2015 19 Days

Mon	Tue	Wed	Thu	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

- 1-2 Holiday Recess
- 19 Martin Luther King Day

### February 18 Days

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

- 16&17 Winter Recess

### March 22 Days

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

- 4 Kindergarten Parent Orientation
- 23-25 K-6 Early Dismissal for Parent Conferences
- 24-25 SMS/HS Early Dismissal for PD
- 30 K-3 Evening Parent Conferences
- 31 SNIS Evening Parent Conferences

### April 16 Days

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

- 1 SMS Evening Parent Conferences
- 3 Good Friday
- 6-10 NES Kindergarten Registration
- 8 7-12 Early Dismissal for PD
- 9 HS Evening Parent Conferences
- 13-17 Spring Recess
- 20-24 HPS Kindergarten Registration
- 27-30 JPS Kindergarten Registration

### May 20 Days

Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

- 1 JPS Kindergarten Registration
- 6 K-12 Early Dismissal for PD
- 20 K-12 Early Dismissal for PD
- 25 Memorial Day

### June \* 6 Days

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

- 8 Last Day of School



First Day of School



Schools Closed



Schools Closed for PD or pre-opening activities



Early Dismissal All Schools



Early Dismissal K-6 Only



Early Dismissal 7-12 Only

\* NMHS Graduation Date will be set by the Board of Education at its April 2015 Meeting.

### 181 Student Days Total

Any days lost by emergency closing of schools will be added to the calendar after June 8th through, and including, June 19, 2015. After June 19, days will be deducted from the beginning of spring recess starting with April 13, 14, etc. Additional days will be added after June 19, 2015.

*Draft as of March 26, 2012*  
**SUBJECT TO CHANGE**

**New Milford Board of Education  
Operations Sub-Committee Minutes  
April 3, 2012  
Lillis Administration Building, Room 2**

Present: Mr. Thomas McSherry, Chairperson  
Mr. David Lawson  
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  
Mrs. Adele Johnson, Director of Pupil Personnel & Special Services  
Mrs. Denise Duggan, Adult Education Director

GEORGE C. BUCKBEE  
TOWN CLERK

2012 APR -4 P 3:05

NEW MILFORD, CT

1.	<b>Call to Order</b> The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mr. McSherry.	<b>Call to Order</b>
2.	<b>Public Comment</b> <ul style="list-style-type: none"> <li>Mrs. Joanne Setear, a new resident in New Milford, asked that the Board consider providing a bus to St. Joseph School.</li> </ul>	<b>Public Comment</b>
3.	<b>Discussion and Possible Action</b> <p>A. <b>Transportation Request for St. Joseph Elementary School, Brookfield</b></p> <ul style="list-style-type: none"> <li>Mr. Miller stated that CT General Statute 10-280a does permit local boards to transport students to private or parochial schools outside of their district. Right now, the district provides two required buses south to Abbot Tech and the magnet school. Mr. Miller spoke to the bus manager and the time and scheduling of existing runs doesn't mesh with St. Joseph. The cost to add one 78 passenger bus to provide transportation for St. Joseph's current K-8 enrollment from New Milford is estimated at \$55,000.</li> <li>Mr. McSherry asked if it was reasonable to do with one bus. Mr. Miller said it was his understanding there would be two pick up/drop</li> </ul>	<b>Discussion and Possible Action</b>  <b>Transportation Request for St. Joseph Elementary School, Brookfield</b>

	<p>off points in New Milford, north and south. Current enrollment would be a tight fit on one bus. Any increase would require more.</p> <ul style="list-style-type: none"> <li>• Mr. Lawson said he could not support this request. The statute permits, but does not require. The school budget was just cut; the Board cannot voluntarily take on this expense.</li> <li>• Mrs. Celli Rigdon said, while she respects school choice, she does not support the request either. She does not want to allocate money out of district.</li> <li>• Mr. McSherry said he was concerned about mixing K-8 on one bus.</li> <li>• Mr. Wellman asked what the cost per student per year was to the district and what money is saved when students go to St. Joseph. Mr. Miller stated that the students could be absorbed back in with no or very little additional cost, so there is no savings.</li> <li>• Dr. Paddyfote cautioned the Board about the precedent that would be set if they approved this request. Other schools out of district could make the same request in the future.</li> <li>• Mr. Wellman moved to add a bus for St. Joseph School. There was no second.</li> </ul>	
<b>B.</b>	<p><b>Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 30, 2012</b></p> <ul style="list-style-type: none"> <li>• Ms. Baldelli stated that the list covered some substitutes, a few resignations, one leave of absence and some volunteer coaches.</li> </ul> <p>Mrs. Celli Rigdon moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 30, 2012 to the full Board for approval. Motion seconded by Mr. Lawson and passed unanimously.</p>	<p><b>Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 30, 2012</b></p> <p><b>Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 30, 2012 to the full Board for approval.</b></p>
<b>C.</b>	<p><b>Monthly Reports</b> <b>1. Purchase Resolution D-645</b></p>	<p><b>Monthly Reports</b> <b>1. Purchase Resolution D-645</b></p>



	<p><b>2. Budget Position as of March 31, 2012</b> <b>3. Request for Budget Transfers</b></p> <ul style="list-style-type: none"> <li>• Mrs. Celli Rigdon asked what purchase order 44542 covered. Mrs. Johnson said it was for an autism consultant to keep student programs moving forward.</li> <li>• Mr. Miller said he had a correction to the variance in the budget position report and would provide it to the Board.</li> <li>• Mr. Wellman asked what the Follett order on the purchase resolution was for. Mr. Lawson said they were trade books for the high school library.</li> <li>• Mr. Wellman asked why we were purchasing books when students could use on-line sources or devices such as kindles. Dr. Paddyfote said not all students had those devices and that \$5000 for over 300 titles was a good use of funds.</li> <li>• Mr. Wellman asked if the unemployment insurance line would continue to rise. Mr. Miller said he hoped to hold at the current number.</li> <li>• Mr. Wellman asked about the percentage of tuition for private facilities. Mrs. Johnson said much of that number was reimbursed through excess costs and that it could increase but that nothing was pressing currently.</li> </ul> <p>Mr. Lawson moved to bring the monthly reports: Purchase Resolution D-645, Budget Position as of March 31, 2012, and Request for Budget Transfers to the full Board for approval. Motion seconded by Mrs. Celli Rigdon and passed unanimously.</p> <p><b>D. Gifts &amp; Donations</b> <b>1. Exhibit B: PTO Gifts &amp; Donations</b></p> <ul style="list-style-type: none"> <li>• Dr. Paddyfote noted the generous nature of this donation in support of our students.</li> </ul>	<p><b>2. Budget Position as of March 31, 2012</b> <b>3. Request for Budget Transfers</b></p> <p><b>Motion made and passed unanimously to bring the monthly reports: Purchase Resolution D-645, Budget Position as of March 31, 2012, and Request for Budget Transfers to the full Board for approval.</b></p> <p><b>Gifts &amp; Donations</b> <b>1. Exhibit B: PTO Gifts &amp; Donations</b></p>
--	---	--

	<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><b>E. Bids</b></p> <p><b>1. Laptop Carts</b></p> <ul style="list-style-type: none"> <li>• Mr. DiVito said the district went out to bid for three laptop carts, one each for the high school, SMS, and SNIS, and received one response from Wholesale Computer Exchange which he feels is aggressively priced.</li> <li>• Mr. Lawson said he was pleased it was a Connecticut vendor. He also noted that teachers are clamoring for the carts and that this is a move in the right direction.</li> </ul> <p>Mr. Lawson moved to bring the bid award for laptop carts to Wholesale Computer Exchange to the full Board for approval. Motion seconded by Mrs. Celli Rigdon and passed unanimously.</p> <p><b>F. Grants</b></p> <p><b>1. Adult Education - Transition: Post-Secondary Education and Training</b></p> <p><b>2. Adult Education - English Literacy and Civics Education</b></p> <ul style="list-style-type: none"> <li>• Mrs. Duggan said this is a reapplication for grants that Adult Education has that are ending their cycle. The English Literacy grant assists with several levels of ELL instruction. They are bringing the community into this program through student participation at a nursing home, the food bank and the public library. For the Transition grant, Adult Ed has partnered with Ridley Lowell.</li> <li>• Mr. Wellman asked for clarification of funds required vs. matching funds. Mrs. Duggan said the district provided the matching funds and they were already budgeted for.</li> </ul>	<p><b>Motion made and passed unanimously to bring Exhibit B: PTO Gifts and Donations to the full Board for approval.</b></p> <p><b>Bids</b></p> <p><b>1. Laptop Carts</b></p> <p><b>Motion made and passed unanimously to bring the bid award for laptop carts to Wholesale Computer Exchange to the full Board for approval.</b></p> <p><b>Grants</b></p> <p><b>1. Adult Education - Transition: Post-Secondary Education and Training</b></p> <p><b>2. Adult Education - English Literacy and Civics Education</b></p>
--	---	--

	<p>Mr. Lawson moved to bring the two Adult Education grants to the full Board for approval. Motion seconded by Mrs. Celli Rigdon and passed unanimously.</p> <p><b>G. New Milford High School Graduation Date for June 2012</b></p> <ul style="list-style-type: none"> <li>• Dr. Paddyfote proposed June 23, 2012 at 4:00 p.m. as the New Milford High School Graduation Date for the Class of 2012.</li> </ul> <p>Mrs. Celli Rigdon moved to bring the proposed New Milford High School Graduation Date for June 23, 2012 at 4:00 p.m. to the full Board for approval. Motion seconded by Mr. Lawson and passed unanimously.</p> <p><b>H. Update on Administrative Vacancies</b></p> <ul style="list-style-type: none"> <li>• Dr. Paddyfote stated that there are 9.5 administrative vacancies to fill. Screening and interviewing is very time consuming and it has become difficult to get Board involvement at the multiple levels due to everyone's very busy schedules. She was seeking input from the Committee on how to proceed.</li> <li>• Mr. Lawson said he thought the administration and Chair were very good about advising the Board members of proposed screenings ahead of time. He suggested that Dr. Paddyfote continue to invite the Board members, but move forward whether or not they could attend; other Committee members agreed. Dr. Paddyfote thanked the Committee for its clarification.</li> </ul>	<p><b>Motion made and passed unanimously to bring the two Adult Education grants to the full Board for approval.</b></p> <p><b>New Milford High School Graduation Date for June 2012</b></p> <p><b>Motion made and passed unanimously to bring the proposed New Milford High School Graduation Date for June 23, 2012 at 4:00 p.m. to the full Board for approval.</b></p> <p><b>Update on Administrative Vacancies</b></p>
<p><b>4.</b></p> <p><b>A. School Calendars</b></p>	<p><b>Item of Information</b></p> <ul style="list-style-type: none"> <li>• Dr. Paddyfote stated that there was a lot of</li> </ul>	<p><b>Item of Information</b></p>

	<p>collaboration on these 181 day calendars. K-12 dismissals and an evening conference in both the fall and spring have been added in response to parent requests.</p> <ul style="list-style-type: none"><li>• Mr. Lawson said he was very pleased to see the feedback incorporated. He also appreciated the drafts for the following two years, for strategic planning.</li></ul>	
<b>5. Adjourn</b>	<p>Mrs. Celli Rigdon moved to adjourn the meeting at 8:17 p.m. seconded by Mr. Lawson and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 8:17 p.m.</b></p>

Respectfully submitted:



Thomas McSherry, Chairperson  
Operations Sub-Committee