

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

**OPERATIONS SUB-COMMITTEE**  
**MEETING NOTICE**

<b>DATE:</b>	<b>October 13, 2020</b>
<b>TIME:</b>	<b>7:30 P.M.</b>
<b>PLACE:</b>	<b>New Milford High School Library Media Center</b>

While this is an in-person meeting for Board of Education members and district staff, due to COVID-19 restrictions on capacity and social distancing requirements that make public attendance impossible, members of the public will be permitted to attend the meeting via the Zoom or YouTube Live links provided below.

There will be live public comment offered through the Zoom format for items on the agenda. Public comment may also be emailed to [suptoffice@newmilfordps.org](mailto:suptoffice@newmilfordps.org) for distribution to Board members no later than 3 PM of the meeting date.

**Join Zoom Meeting**

<https://zoom.us/j/98362689556?pwd=S2RkRnlEdTVJNzlqMWQwdFhIWmhlQT09>

Meeting ID: 983 6268 9556

Passcode: 777393

One tap mobile

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Meeting ID: 983 6268 9556

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Find your local number: <https://zoom.us/u/abyZGvdOza>

Watch via YouTube Live: <https://youtu.be/N4TOAy3th4A>

**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**

RECEIVED  
TOWN CLERK  
2020 OCT -9 A 8:52

NEW MILFORD, CT

## **2. Public Comment**

An individual may address the Board concerning any item on the agenda for the meeting subject to the following provisions:

- A. A three-minute time limit may be allocated to each speaker with a maximum of twenty minutes being set aside per meeting. The Board may, by a majority vote, cancel or adjust these time limits.
- B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.

## **3. Discussion and Possible Action**

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence
- B. Monthly Reports
  - 1. Budget Position dated September 30, 2020
  - 2. Purchase Resolution D-739
  - 3. Request for Budget Transfers
- C. Gifts & Donations
  - 1. Mask Donations for Students and Staff - Exhibit B
- D. Approval of Authorized Signatures Change Form for ED-099 Agreement for Child Nutrition Programs
- E. Tuition Rates for 2020-2021
- F. New Milford High School Graduation Date 2021
- G. COVID Funding
- H. 2019-20 Year End Balance
- I. Proposed Administrator Evaluation Contracted Service

## **4. Items of Information**

- A. Tuition Students
- B. Title I, II, III and Bilingual Entitlement Grants

## **5. Public Comment**

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- B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.

## **6. Adjourn**

**Sub-Committee Members: Wendy Faulenbach, Chairperson**

**Pete Helmus**

**Eileen P. Monaghan**

**Olga I. Rella**

**Alternates: Brian McCauley**

**Tammy McInerney**

NEW MILFORD PUBLIC SCHOOLS

**EXHIBIT A**

Regular Meeting of the Board of Education  
New Milford, Connecticut  
October 20, 2020

ACTION ITEMS

A. Personnel

**1. CERTIFIED STAFF**

**a. RESIGNATIONS**

**1. Mrs. Mary Maloney**, Social Studies Teacher, Schaghticoke  
Middle School effective September 30, 2020.

Retirement

**2. Mrs. Sandra Robair**, Science Teacher, Schaghticoke  
Middle School effective October 30, 2020.

Took job elsewhere

**2. CERTIFIED STAFF**

**b. NON-RENEWALS**

**1. None currently**

**3. CERTIFIED STAFF**

**c. APPOINTMENTS**

**1. Mrs. Kristina Esposito**, Elementary Teacher, Northville  
Elementary School effective date to be determined.  
2020-2021 Salary – \$69,930 – Step 10 Masters, pro-rated to  
start date

*Education History:*  
BA: WCSU  
Major: Social Science  
MS: University of Bridgeport  
Major: Education

*Work Experience:*  
1 yr. Hamden  
13.5 yrs. Bethel

Replacing: N. Gregory

**2. Mrs. Patricia Mascio-Huegi**, Elementary Teacher, Sarah  
Noble Intermediate School effective October 26, 2020.  
2020-2021 Salary – \$58,826 – Step 5 Bachelors, pro-rated to  
start date

*Education History:*  
BS: SUNY, Cobleskill  
Major: Animal Science

*Work Experience:*  
6 yrs. Danbury

Replacing: C. Bonnell

**3. Ms. Holly Scheck**, Social Studies Teacher, Schaghticoke  
Middle School effective October 26, 2020.  
2020-2021 Salary – \$52,047 – Step 2 Bachelors, pro-rated to  
start date

*Education History:*  
BA: ECSU  
Major: Secondary Education

*Work Experience:*  
1 yr. Orange

Replacing: M. Maloney

**4. MISCELLANEOUS STAFF**

**a. RESIGNATIONS**

**1. None**

**5. MISCELLANEOUS STAFF**

**b. APPOINTMENTS**

1. None

**6. NON-CERTIFIED STAFF AND LICENSED STAFF**

**a. RESIGNATIONS**

1. **Mrs. Donna Aleksandrowicz**, Paraeducator, New Milford High School effective October 9, 2020. Moving
2. **Mr. Jeffrey Rich**, Paraeducator, Litchfield Hills Transition Center effective October 6, 2020. Personal Reasons
3. **Mrs. Patricia Shanahan**, Paraeducator, Sarah Noble Intermediate School effective November 24, 2020. Retirement
4. **Mr. Travis Spengler**, Sanitation Attendant, Northville Elementary School effective September 18, 2020. Personal Reasons

**7. NON-CERTIFIED AND LICENSED STAFF**

**b. APPOINTMENTS**

1. **Mr. Dante Cox**, Paraeducator, New Milford High School effective October 26, 2020.  
\$15.06 per hour - Hire Rate  
\$16.64 per hour – Job Rate  
(after completion of probationary period)  
7 hours per day  
Replacing: R. Rebstock
2. **Ms. Maria Ferraioli**, Paraeducator, Sarah Noble Intermediate School effective October 26, 2020.  
\$15.06 per hour - Hire Rate  
\$16.64 per hour – Job Rate  
(after completion of probationary period)  
7 hours per day  
Replacing: B. Marques
3. **Ms. Emily Martel**, Tutor, Northville Elementary School effective October 26, 2020.  
*Education History:*  
BS: UConn  
Major: Psychological Science  
M. Ed: Wesetfield State University  
Major: Early Childhood Education  
\$16.00 per hour
4. **Mr. Brinton Moore**, Custodian, New Milford High School effective October 26, 2020.  
\$23.90 per hour  
8 hours per day  
Replacing: J. Furtado
5. **Mr. Anthony Morse**, Tutor, Schaghticoke Middle School effective September 8, 2020.  
*Education History:*  
BS: CCSU  
Major: History/Secondary Education  
\$16.00 per hour

<b>6. Ms. Elizabeth Smith</b> , Paraeducator, Schaghticoke Middle School effective October 26, 2020.	\$15.06 per hour - Hire Rate \$16.64 per hour – Job Rate (after completion of probationary period) 7 hours per day  Replacing: B. Stiger
<b>8. ADULT EDUCATION STAFF</b>	
<b>a. RESIGNATIONS</b>	
<b>1. None</b>	
<b>9. ADULT EDUCATION STAFF</b>	
<b>b. APPOINTMENTS</b>	
<b>1. Mr. Jeff Bronn</b> , Adult Education Evaluator, New Milford High School effective October 22, 2020.	2020-2021 Stipend: \$7,000
<b>10. BAND STAFF</b>	
<b>a. RESIGNATIONS</b>	
<b>1. None currently</b>	
<b>11. BAND STAFF</b>	
<b>b. APPOINTMENTS</b>	
<b>1. None</b>	
<b>12. COACHING STAFF</b>	
<b>a. RESIGNATIONS</b>	
<b>1. Mr. Michael Nahom</b> , Assistant Indoor Track Coach, New Milford High School effective June 8, 2020.	Personal Reasons
<b>2. Mr. Philkwan Tate</b> , JV Boys’ Basketball Coach, New Milford High School effective August 13, 2020.	Personal Reasons
<b>3. Mr. Albert (Joey) Tolomeo</b> , Freshman Boys’ Basketball Coach, New Milford High School effective August 15, 2020.	Personal Reasons
<b>13. COACHING STAFF</b>	
<b>b. APPOINTMENTS</b>	
<b>1. Mr. Chris Bacich</b> , Boys’ Varsity Cross Country Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$3652
<b>2. Dr. Peter Bayers</b> , Boys’ Volunteer Soccer Coach, New Milford High School effective August 27, 2020.	Volunteer
<b>3. Ms. Kerri Bell</b> , Girls’ JV Assistant Volleyball Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$3149

<b>4. Ms. Tricia Blood,</b> Girls' Interscholastic Field Hockey Coach, Schaghticoke Middle School effective October 1, 2020.	2020-2021 Stipend: \$1985 Current staff member
<b>5. Mrs. Daniella Brooks,</b> Girls' Assistant Cross Country Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$2315 Current staff member
<b>6. Mr. Evan Cassells,</b> Boys' Volunteer Football Coach, New Milford High School effective August 17, 2020.	Volunteer
<b>7. Mr. Pierre de St. Croix,</b> Girls' and Boys' Interscholastic Soccer Coach, Schaghticoke Middle School effective October 1, 2020.	2020-2021 Stipend: \$1985 Current staff member
<b>8. Mr. Mark Grant,</b> Girls' and Boys' Unified Soccer Coach, New Milford High School effective August 23, 2020.	2020-2021 Stipend: \$992 Current staff member
<b>9. Ms. Maggie Heaton,</b> Girls' Assistant Swimming & Diving Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$2938
<b>10. Mr. Rob Hibbard,</b> Girls' and Boys' Interscholastic Sports Coordinator, Schaghticoke Middle School effective October 1, 2020.	2020-2021 Stipend: \$4468 Current staff member
<b>11. Ms. Dawn Hough,</b> Girls' Varsity Field Hockey Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$4846
<b>12. Mr. Craig Lyons,</b> Boys' Volunteer Football Coach, New Milford High School effective August 17, 2020, pending receipt of coaching permit.	Volunteer
<b>13. Mr. Cody Madden,</b> Boys' Assistant Football Coach, New Milford High School effective August 17, 2020.	2020-2021 Stipend: \$3965 Current staff member
<b>14. Mr. Michael Madden,</b> Boys' Volunteer Football Coach, New Milford High School effective August 17, 2020.	Volunteer
<b>15. Mr. Sean Mahon,</b> Boys' Assistant Football Coach, New Milford High School effective August 17, 2020.	2020-2021 Stipend: \$3965 Current staff member
<b>16. Mr. Greg Marsan,</b> Girls' Varsity Soccer Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$4846
<b>17. Ms. Sarah Mastersanti,</b> Varsity Cheerleading Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$3603

<b>18. Mrs. Carol Mastersanti</b> , Volunteer Varsity Cheerleading Coach, New Milford High School effective August 27, 2020 pending receipt of coaching permit.	Volunteer
<b>19. Mrs. Theresa McGuinness</b> , Girls' Interscholastic Cross Country Coach, Schaghticoke Middle School effective October 1, 2020.	2020-2021 Stipend: \$1985 Current staff member
<b>20. Ms. Jessica Melendez</b> , Girls' and Boys' Varsity Dance Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$1486
<b>21. Mr. Clinton Murphy</b> , Boys' Volunteer Football Coach, New Milford High School effective August 17, 2020, pending receipt of coaching permit.	Volunteer
<b>22. Mr. Patrick Murphy</b> , Boys' Volunteer Soccer Coach, New Milford High School effective August 27, 2020.	Volunteer
<b>23. Mr. Sean Murray</b> , Boys' Varsity Football Coach, New Milford High School effective August 17, 2020.	2020-2021 Stipend: \$6099 Current staff member
<b>24. Mrs. Victoria Murray</b> , Fall Weight Room Supervisor, New Milford High School effective September 2, 2020.	2020-2021 Stipend: \$5042 Current staff member
<b>25. Mr. Anthony Nocera</b> , Girls' Varsity Volleyball Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$4846 Current staff member
<b>26. Mrs. Nicole Nocera</b> , Girls' Freshman Field Hockey Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$3149
<b>27. Mr. Louis Pereira</b> , Boys' Varsity Soccer Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$4846
<b>28. Mr. Zachary Pereira</b> , Boys' JV Soccer Coach, New Milford High School effective August 27, 2020, pending receipt of coaching permit.	2020-2021 Stipend: \$3149
<b>29. Mr. Ryan Rebstock</b> , Boys' Assistant Cross Country Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$2315
<b>30. Mr. Chris Rigdon</b> , Boys' Assistant Football Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$3965
<b>31. Mr. Roger Simmons</b> , Girls' Varsity Swimming & Diving Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$4520

<b>32. Mrs. Lisa Stein</b> , Girls' Freshman Volleyball Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$2424
<b>33. Ms. Sarah Swann</b> , Girls' Assistant Soccer Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$3149 Current staff member
<b>34. Mr. Giles Vaughan</b> , Girls' Varsity Cross Country Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$3562 Current staff member
<b>35. Mr. Matt Wall</b> , Boys' Interscholastic Cross Country Coach, Schaghticoke Middle School effective October 1, 2020.	2020-2021 Stipend: \$1985 Current staff member
<b>36. Mr. David Warren</b> , Boys' Assistant Football Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$3965
<b>37. Mr. John Wrenn</b> , Boys' Assistant Freshman Soccer Coach, New Milford High School effective October 1, 2020.	2020-2021 Stipend: \$2424
<b>38. Ms. Jennifer Wyslick</b> , Girls' Assistant Field Hockey Coach, New Milford High School effective August 27, 2020.	2020-2021 Stipend: \$3149
<b>14. LEAVES OF ABSENCE</b>	
<b>1. Mrs. Jessica Bailey</b> , Paraeducator, New Milford High School requests an unpaid leave of absence from October 20, 2020 through November 30, 2020.	Unpaid
<b>2. Mrs. Melody Melendez</b> , General Worker for Food Services, New Milford High School requests an unpaid leave of absence from September 21, 2020 to a date to be determined.	Unpaid





RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	29,661,381	0	29,661,381	3,998,073	25,314,182	349,126	98.82%
100'S	SALARIES - NON CERTIFIED	9,375,760	0	9,375,760	1,476,139	5,374,875	2,524,746	73.07%
200'S	BENEFITS	11,074,320	0	11,074,320	3,797,736	6,217,205	1,059,379	90.43%
300'S	PROFESSIONAL SERVICES	3,811,054	0	3,811,054	916,764	1,940,550	953,741	74.97%
400'S	PROPERTY SERVICES	917,680	0	917,680	267,935	205,910	443,835	51.64%
500'S	OTHER SERVICES	7,918,036	0	7,918,036	1,619,838	4,869,222	1,428,975	81.95%
600'S	SUPPLIES	2,604,719	0	2,604,719	518,771	1,452,276	633,672	75.67%
700'S	CAPITAL	10,627	0	10,627	51	18	10,558	0.65%
800'S	DUES AND FEES	91,305	0	91,305	44,833	11,595	34,877	61.80%
900'S	REVENUE	-1,000,107	0	-1,000,107	-2,675	0	-997,432	0.27%
<b>GRAND TOTAL</b>		<b>64,464,776</b>	<b>0</b>	<b>64,464,776</b>	<b>12,637,465</b>	<b>45,385,833</b>	<b>6,441,478</b>	<b>90.01%</b>

## SALARIES - NON CERTIFIED BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	516,890	0	516,890	0	0	516,890	0.00%
51201	SALARIES - NON CERT - PARA EDUCATORS	2,049,757	0	2,049,757	240,612	1,559,315	249,830	87.81%
51202	SALARIES - NON CERT - SUBSTITUTES	894,478	0	894,478	45,600	0	848,878	5.10%
51210	SALARIES - NON CERT - SECRETARY	1,871,103	0	1,871,103	399,420	1,291,155	180,528	90.35%
51225	SALARIES - NON CERT - TUTORS	275,695	0	275,695	9,513	0	266,182	3.45%
51240	SALARIES - NON CERT - CUSTODIAL	1,909,059	0	1,909,059	421,574	1,189,535	297,951	84.39%
51250	SALARIES - NON CERT - MAINTENANCE	920,442	0	920,442	197,487	585,002	137,953	85.01%
51285	SALARIES - NON CERT - TECHNOLOGY	471,446	0	471,446	93,580	362,762	15,105	96.80%
51336	SALARIES - NON CERT - NURSES	466,890	0	466,890	68,353	387,108	11,429	97.55%
<b>TOTAL</b>		<b>9,375,760</b>	<b>0</b>	<b>9,375,760</b>	<b>1,476,139</b>	<b>5,374,875</b>	<b>2,524,746</b>	<b>73.07%</b>

## BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	610,906	0	610,906	95,195	0	515,711	15.58%
52201	BENEFITS - MEDICARE	522,583	0	522,583	77,254	0	445,329	14.78%
52300	BENEFITS - PENSION	879,067	0	879,067	879,067	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	15,000	0	15,000	866	14,134	0	100.00%
52810	BENEFITS - HEALTH INSURANCE	8,323,495	0	8,323,495	2,471,868	5,851,627	0	100.00%
52820	BENEFITS - DISABILITY INSURANCE	125,000	0	125,000	25,594	77,151	22,254	82.20%
52830	BENEFITS - LIFE INSURANCE	142,000	0	142,000	26,192	78,945	36,863	74.04%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	456,269	0	456,269	221,701	195,347	39,222	91.40%
<b>TOTAL</b>		<b>11,074,320</b>	<b>0</b>	<b>11,074,320</b>	<b>3,797,736</b>	<b>6,217,205</b>	<b>1,059,379</b>	<b>90.43%</b>



## EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	29,661,381	0	29,661,381	3,998,073	25,314,182	349,126	98.82%
51200	NON-CERTIFIED SALARIES	9,375,760	0	9,375,760	1,476,139	5,374,875	2,524,746	73.07%
52000	BENEFITS	11,074,320	0	11,074,320	3,797,736	6,217,205	1,059,379	90.43%
53010	LEGAL SERVICES	218,945	0	218,945	177,360	41,585	0	100.00%
53050	CURRICULUM DEVELOPMENT	85,000	0	85,000	1,475	0	83,525	1.74%
53200	PROFESSIONAL SERVICES	2,070,915	0	2,070,915	431,408	1,341,329	298,178	85.60%
53201	MEDICAL SERVICES - SPORTS	30,500	0	30,500	0	0	30,500	0.00%
53210	TIME & ATTENDANCE SOFTWARE	11,500	0	11,500	485	0	11,016	4.21%
53220	IN SERVICE	117,175	0	117,175	4,640	25,648	86,888	25.85%
53230	PUPIL SERVICES	597,574	0	597,574	73,967	484,397	39,209	93.44%
53300	OTHER PROF/ TECH SERVICES	58,470	0	58,470	8,189	1,276	49,005	16.19%
53310	AUDIT/ACCOUNTING	45,000	0	45,000	48,000	0	-3,000	106.67%
53500	TECHNICAL SERVICES	248,490	0	248,490	150,858	41,991	55,641	77.61%
53530	SECURITY SERVICES	214,385	0	214,385	0	0	214,385	0.00%
53540	SPORTS OFFICIALS SERVICES	113,100	0	113,100	20,382	4,324	88,394	21.84%
54101	CONTRACTUAL TRASH PICK UP	94,853	0	94,853	17,084	30,134	47,635	49.78%
54301	REPAIRS & MAINTENANCE	468,423	0	468,423	153,476	106,871	208,076	55.58%
54302	FIRE / SECURITY MAINTENANCE	2,500	0	2,500	0	1,074	1,426	42.96%
54303	GROUPS MAINTENANCE	13,000	0	13,000	508	3,385	9,107	29.95%
54310	GENERAL REPAIRS	44,440	0	44,440	5,556	1,183	37,700	15.17%
54320	TECHNOLOGY RELATED REPAIRS	32,847	0	32,847	49	5,065	27,733	15.57%
54411	WATER	68,195	0	68,195	12,081	42,227	13,887	79.64%
54412	SEWER	15,559	0	15,559	11,652	0	3,907	74.89%
54420	LEASE/RENTAL EQUIP/VEH	177,863	0	177,863	67,528	15,971	94,364	46.95%
55100	PUPIL TRANSPORTATION - OTHER	88,250	0	88,250	86	0	88,164	0.10%
55101	PUPIL TRANS - FIELD TRIP	25,450	0	25,450	0	0	25,450	0.00%
55110	STUDENT TRANSPORTATION	4,693,947	0	4,693,947	849,591	3,142,495	701,861	85.05%
55190	STUDENT TRANSPORTATION PURCHAS	750	0	750	0	0	750	0.00%
55200	GENERAL INSURANCE	287,493	0	287,493	270,456	0	17,037	94.07%
55300	COMMUNICATIONS	50,240	0	50,240	12,936	33,183	4,121	91.80%
55301	POSTAGE	33,255	0	33,255	1,544	31,711	0	100.00%
55302	TELEPHONE	78,498	0	78,498	38,112	40,386	0	100.00%



## EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	6,000	0	6,000	717	0	5,283	11.95%
55505	PRINTING	52,129	0	52,129	8,130	1,724	42,275	18.90%
55600	TUITION - TRAINING	35,000	0	35,000	0	0	35,000	0.00%
55610	TUITION - PUBLIC PLACEMENTS	790,273	0	790,273	80,974	535,395	173,905	77.99%
55630	TUITION - PRIVATE PLACEMENTS	1,727,602	0	1,727,602	355,484	1,076,117	296,001	82.87%
55800	TRAVEL	49,149	0	49,149	1,808	8,212	39,129	20.39%
56100	GENERAL INSTRUCTIONAL SUPPLIES	167,326	0	167,326	26,429	32,049	108,848	34.95%
56110	INSTRUCTIONAL SUPPLIES	405,132	0	405,132	107,450	79,984	217,698	46.26%
56120	ADMIN SUPPLIES	29,788	0	29,788	1,426	3,956	24,406	18.07%
56210	NATURAL GAS	188,000	0	188,000	12,081	175,919	0	100.00%
56220	ELECTRICITY	974,971	0	974,971	175,538	760,041	39,393	95.96%
56230	PROPANE	3,870	0	3,870	124	3,625	121	96.87%
56240	OIL	207,901	0	207,901	0	141,263	66,638	67.95%
56260	GASOLINE	27,186	0	27,186	2,079	25,107	0	100.00%
56290	FACILITIES SUPPLIES	311,190	0	311,190	71,630	168,780	70,781	77.25%
56291	MAINTENANCE COMPONENTS	15,650	0	15,650	0	1,000	14,650	6.39%
56292	UNIFORMS/ CONTRACTUAL	13,000	0	13,000	0	3,372	9,628	25.94%
56293	GROUNDKEEPING SUPPLIES	23,060	0	23,060	2,292	7,552	13,216	42.69%
56410	TEXTBOOKS	57,036	0	57,036	1,458	32,876	22,702	60.20%
56411	CONSUMABLE TEXTS	102,146	0	102,146	98,423	296	3,428	96.64%
56420	LIBRARY BOOKS	31,000	0	31,000	5,514	10,141	15,345	50.50%
56430	PERIODICALS	16,559	0	16,559	167	5,942	10,450	36.89%
56460	WORKBOOKS	2,650	0	2,650	2,620	0	30	98.87%
56500	SUPPLIES - TECH RELATED	28,254	0	28,254	11,540	374	16,340	42.17%
57345	INSTRUCTIONAL EQUIPMENT	4,500	0	4,500	51	18	4,431	1.53%
57400	GENERAL EQUIPMENT	6,127	0	6,127	0	0	6,127	0.00%
58100	DUES & FEES	91,305	0	91,305	44,833	11,595	34,877	61.80%
<b>EXPENDITURE TOTAL</b>		<b>65,464,883</b>	<b>0</b>	<b>65,464,883</b>	<b>12,640,139</b>	<b>45,385,833</b>	<b>7,438,910</b>	<b>88.64%</b>



## REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-625,225	0	-625,225	0	0	-625,225	0.00%
43105	MEDICAID REIMBURSEMENT	-60,507	0	-60,507	-2,675	0	-57,832	4.42%
44105	FOI & FINGERPRINTING FEES	-1,900	0	-1,900	0	0	-1,900	0.00%
44705	BUILDING USE FEES (BASE RENTAL)	-55,000	0	-55,000	0	0	-55,000	0.00%
49102	BUILDING USE FEES (CUSTODIAL)	-27,951	0	-27,951	0	0	-27,951	0.00%
44800	REGULAR ED TUITION	-114,400	0	-114,400	0	0	-114,400	0.00%
44822	SPECIAL ED TUITION	-29,900	0	-29,900	0	0	-29,900	0.00%
44860	ADMISSIONS/ATHLETIC GATE RECEIPTS	-25,400	0	-25,400	0	0	-25,400	0.00%
44861	PARKING PERMIT FEES	-59,824	0	-59,824	0	0	-59,824	0.00%
<b>REVENUE TOTAL</b>		<b>-1,000,107</b>	<b>0</b>	<b>-1,000,107</b>	<b>-2,675</b>	<b>0</b>	<b>-997,432</b>	<b>0.27%</b>

<b>GRAND TOTAL</b>	<b>64,464,776</b>	<b>0</b>	<b>64,464,776</b>	<b>12,637,465</b>	<b>45,385,833</b>	<b>6,441,478</b>	<b>90.01%</b>
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<u>BOE Capital Reserve Acct #43020000-10101</u>	
Total as of 9/30/20	550,229

<u>Turf Field Replacement Acct #43020000-10130</u>	
CONTRIBUTION - <u>FROM BOE 17.18 FYE BALANCE</u>	50,000
CONTRIBUTION - <u>FROM BOE 18.19 FYE BALANCE</u>	50,000
CONTRIBUTION - <u>FROM BOE COLLECTED TEAM FEE'S &amp; BANNER SALES</u>	10,225
CONTRIBUTION - <u>FROM TOWN DATED 6/4/20</u>	50,000
Total as of 9/30/20	160,225



## PURCHASE RESOLUTION D - 739

AGENDA ITEM 3B-2  
OCTOBER 2020 MEETING

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.

Funding	Location	Vendor Name	Description	Amount	Object Code
GENERAL	SPED	CONNECT KIDS CT INC	20/21 YEARLY - TRANSPORTATION OUT OF DISTRICT	\$ 196,351.00	55110
GENERAL	SPED	EDADVANCE	20/21 YEARLY - TRANSPORTATION OUT OF DISTRICT	\$ 145,140.00	55110
GENERAL	DISTRICT	SECURITAS SAFETY SERVICES USA, INC.	20/21 YEARLY - SECURITY MONITOR SERVICES	\$ 110,825.70	53530
GENERAL	DISTRICT	TOWN OF NEW MILFORD POLICE	20/21 YEARLY - SSO COVERAGE AS PER MOU	\$ 103,559.30	53530
<b>GRANT - TITLE I &amp; II</b>	<b>DOI</b>	<b>READING WRITING PROJECT NETWORK, LLC</b>	<b>PD &amp; COACHING FOR K-5 T.C. READING/WRITING UNITS</b>	<b>\$ 46,000.00</b>	<b>55500</b>
GENERAL	DOI	LEN TOMASELLO	20/21 YEARLY - PER DOI FOR PROGRAMS @ SMS, SNIS, NES AND HPS	\$ 35,000.00	53200
5YR CAPITAL	FACILITIES	KONE INC	ELEVATOR HYDRAULIC CYLINDER REPLACEMENT @ SNIS (2ND PAYMENT)	\$ 24,428.18	53204
GENERAL	NMHS	CONN-SELMER INC	20/21 YEARLY - LEASE OF MUSIC INSTRUMENTS	\$ 23,362.25	54420
GENERAL	SPED	ALL-STAR TRANSPORTATION	20/21 YEARLY - LEASE OF CHEVROLET MID BUS FOR 10 MONTHS	\$ 11,158.32	54420
GENERAL	NMHS	NAVIANCE	RENEWAL FOR 20/21 @ NMHS	\$ 6,479.50	53200
GENERAL	TECHNOLOGY	CDW GOVERNMENT INC	CHROMEBOOKS FOR ADULT ED (40)	\$ 8,200.00	56110
GENERAL	FACILITIES	BARRETT INC	20/21 YEARLY - NMHS ROOF REPAIRS AND INSPECTION	\$ 6,500.00	54301

Funding	Location	Vendor Name	Description	Amount	Object Code
COVID EXP	FACILITIES	RUSTAM GALYANUROV	ADDITIONAL AIR FILTRATION UNITS (2 LARGE & 5 SMALL)	\$ 24,300.00	57999
COVID EXP	TECHNOLOGY	PC PARTS PLUS, LLC	CHROMEBOOK POWER ADAPTERS, PALM RESTS AND LCD PANELS	\$ 9,021.30	57999
COVID EXP	SPED	VOYAGER SOPRIS LEARNING, INC.	DYSLEXIA PROGRAM FOR GRADES 7 & 8	\$ 3,470.50	55999

**GRANT EXPENDITURES ARE PRESENTED IN BOLD AND ITALICIZED FONT IN THE ABOVE LISTING**



# BUDGET TRANSFER REQUESTS

AGENDA ITEM 3B-3  
OCTOBER 2020 MEETING

Requesting Approval Across MOC	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
				NONE AT THIS TIME					

Informational Within Major Object Code	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
				NONE AT THIS TIME					



**New Milford Public Schools**  
**Facilities Department**  
**386 Danbury Road**  
**New Milford, CT 06776**  
**(860) 354-6265**  
**FAX (860) 210-2233**

TO: Dr. Paul Smotas, Interim Superintendent  
FROM: Kevin Munrett, Facilities Director  
DATE: October 9, 2020  
RE: Mask Donations for Students and Staff - Exhibit B

In recent weeks, we have received an outpouring of support from local and national not-for-profit groups to donate masks to our students and staff alike. Below is a brief description of each agency and what is being proposed as a donation.

I would be more than happy to speak to these donations at the October 13, 2020 Facilities and Operations Sub-Committee Meetings.

- 1) Love Woolies (lovewoolies.com) - Former NMPS student (Kristen Becker) now works for this company and they want to donate 500 masks to families in district, estimated value \$9.00 each = \$4,500.00
- 2) 3,000 cloth face masks were received from FEMA, Friday, October 2, 2020 at the Bethlehem CT Fairgrounds, estimated value \$6,000.00
- 3) Mask America's Kids- 4,384 masks being donated across 5 schools for staff and students. Estimated value \$1.70 each = \$7,452.80

Sincerely,  
Kevin Munrett  
Facilities Director



Connecticut State Department of Education  
Bureau of Health/Nutrition, Family  
Services and Adult Education  
Child Nutrition Programs  
450 Columbus Boulevard, Suite 504  
Hartford, CT 06103-1841

**For State Use Only**

Effective date: \_\_\_\_\_  
**Agreement numbers:**  
School programs \_\_\_\_\_  
Child care centers \_\_\_\_\_  
Adult day care centers \_\_\_\_\_  
Day care homes \_\_\_\_\_  
Summer food service \_\_\_\_\_

## Authorized Signatures Change Form

Read the [Instructions to Complete the Authorized Signatures Change Form](#) before completing the form. Scan and e-mail a completed form to [CNPermanentAgreement@ct.gov](mailto:CNPermanentAgreement@ct.gov). Include "Authorized Signature Change Form" in the subject line of the e-mail.

This is to certify that on October 20, 2020, as shown in the minutes of  
*Date*

**New Milford Board of Education**

*Name of corporation, board of education or governing body*

the following action was taken to revise the Authorized Signers of the **ED-099 Agreement for Child Nutrition Programs**.

1. The person designated below is authorized to sign this agreement and to sign claims for reimbursement.

*Signature*

**Interim Superintendent of Schools**

*Title (superintendent of schools, mayor, selectman, president  
or chairperson of the board, pastor, or commissioner)*

**Paul Smotas**

*Printed name*

**October 20, 2020**

*Date*

2. In the absence or incapacity of the first designated individual, the second person designated below is authorized to sign claims for reimbursement.

*Signature*

**Director of Fiscal Services and Operations**

*Title (assistant superintendent, business official, principal, headmaster, city  
or town manager, executive director, or deputy commissioner)*

**Anthony Giovannone**

*Printed name*

**October 20, 2020**

*Date*

3. The signature below certifies the above action.

*Signature*

**Secretary, New Milford Board of Education**

*Title (secretary of corporation,  
town clerk, secretary of the board)*

This form is available at <https://portal.ct.gov/-/media/SDE/Nutrition/NSLP/Forms/SignatureChange.pdf>. The instructions are available at <https://portal.ct.gov/-/media/SDE/Nutrition/NSLP/Forms/SignatureChangeInstructions.pdf>.





Office of Fiscal Services & Operations  
50 East Street  
New Milford, Connecticut 06776

3E  
Operations Subcommittee  
October 2020

**TO: Dr. Paul Smotas, Interim Superintendent**  
**FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations**  
**Date: October 9, 2020**  
**RE: Tuition Rates for 2020-2021**

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This is to advise you that the grade level tuition rates in the 2020/2021 school year for out of district students who wish to attend New Milford Schools has been calculated and the rates are as follows:

School	19/20 Tuition Rate	20/21 Tuition Rate	20/21 Projected Enrollment
New Milford High School	\$13,372	\$13,404	1339
Schaghticoke Middle School	\$11,537	\$11,565	894
K-5 Schools	\$11,492	\$11,519	1663

Tuition rates are based on the 2020/2021 regular education costs and the projected enrollment levels at each school from when the budget was built. Costs for Special Education and transportation are excluded from the calculation. Please note; if an out of district child requires special education services based on an Individual Educational Plan, the costs for those services will be billed separately to the parents/guardians.

The revenue for this type of tuition goes to the Town and gets deposited in the MUNIS account 10470100-44801. The last 5 years of activity for this account is summarized in the below chart.

	15/16	16/17	17/18	18/19	19/20
Budget	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00
Received	\$43,670.89	\$11,661.99	\$47,999.52	\$45,208.26	\$16,717.65
5 year average of revenue received	\$33,051.66				

Sincerely,  
Anthony J. Giovannone  
Director of Fiscal Services and Operations

# Memo

**To:** Dr. Smotas  
**From:** Greg Shugrue  
**Date:** 9/24/2020  
**Re:** Graduation date for the Class of 2021

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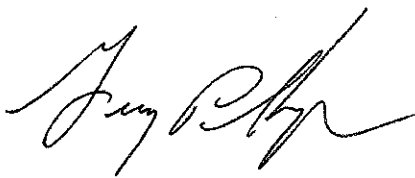
Based on the current 2020-2021 school calendar, it is my recommendation that we set the date and time of graduation for the Class of 2021 as Saturday, June 19, 2021 at 2:00pm.

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.

Reference Board Policy listed below:

*6111 Instruction  
School Calendar*

*The Board, in establishing a graduation date, may establish for any school year a firm graduation date which is no earlier than the one-hundred eighty-fifth day in the adopted school calendar. The graduation date may be modified, if necessary, after April first in any school year by the Board establishing a firm graduation date which, at the time of such establishment, provides for at least 180 days of school.*





# TOTAL COVID FUNDING LOCAL AND GRANT

MOC	REVISED BUDGET	ACTUAL	ENC.	TOTAL COMMITTED	AVAILABLE BALANCE	% USED	C.A.R.E.S. REPLENISH	C.R.F. REPLENISH	GRAND TOTAL BUDGET	REVISED AVAILABLE*	REVISED % USED*
SALARIES & BENEFITS	750,000.00	22,146.50	632,109.98	654,256.48	95,743.52	87%	15,083.40	10,534.00	775,617.40	121,360.92	84%
PROFESSIONAL SERVICES	643.00	643.00	0.00	643.00	0.00	100%	12,034.24	593.00	13,270.24	12,627.24	5%
PROPERTY SERVICES	2,913.96	2,913.96	0.00	2,913.96	0.00	100%	0.00	0.00	2,913.96	0.00	100%
OTHER SERVICES	11,840.00	11,840.00	0.00	11,840.00	0.00	100%	0.00	0.00	11,840.00	0.00	100%
SUPPLIES	215,700.00	155,595.24	48,707.28	204,302.52	11,397.48	95%	18,051.36	98,015.00	331,766.36	127,463.84	62%
EQUIPMENT	1,046,443.04	248,927.86	697,469.97	946,397.83	100,045.21	90%	224,181.94	80,475.00	1,351,099.98	404,702.15	70%
<b>TOTALS</b>	<b>2,027,540.00</b>	<b>442,066.56</b>	<b>1,378,287.23</b>	<b>1,820,353.79</b>	<b>207,186.21</b>	<b>90%</b>	<b>269,350.94</b>	<b>189,617.00</b>	<b>2,486,507.94</b>	<b>666,154.15</b>	<b>73%</b>

\* PROJECTED AFTER RECEIVING ALL FUNDING AND REIMBURSEMENTS FROM BOTH THE C.A.R.E.S. AND C.R.F. GRANTS



# COVID STAFFING POSITIONS

## Memorandum from the Office of the Director of Human Resources

**TO:** Dr. Paul Smotas, Interim Superintendent  
**CC:** Mr. Anthony Giovannone, Director of Fiscal Services and Operations  
**FROM:** Ellamae Baldelli, Director of Human Resources  
**RE:** Covid Staffing/Hiring Update  
**DATE:** October 8, 2020

---

The following is an update on Covid Staff hiring as of September 30<sup>th</sup>, 2020:

- Ten (10) Sanitation Attendants @ nineteen (19) hours per week/\$15 per hour (Nine positions filled)
- Three (3) Nurse Para educator positions at HPS, NES, and SNIS increasing from 0.5 FTE to 1.0 FTE resulted in the posting of three 0.5 FTE Special Education Para educator positions at HPS, NES, and SNIS, cost will be approximately \$11,182 per position (positions unfilled)
- One (1.0 FTE) Nurse Para educator at SMS cost \$ 22,384, plus benefits (position unfilled)
- One (1.0 FTE) Nurse for Adult Education evening classes four days /week, 4 hours/day @ \$70/hour (position filled)
- One (1.0 FTE) Nurse Facilitator- 30 - 40 hours per week \$30 - \$40/hour, plus benefits (position unfilled)
- Technology Integration Specialists- 1.0 FTE at NMHS (this is an internal teacher transfer with no replacement needed), SMS (will be an internal teacher transfer when replacement found), SNIS (is an internal teacher transfer), 1.0 FTE split between HPS and NES (will be an internal teacher transfer)- cost for three replacement teachers at \$64, 279 each plus benefits
- Technology Specialist 40 hours/week at \$38 per hour (position filled)
- Additional technology support from Ed Advance (work completed)
- Temporary Part-time Human Resources Specialist support 3 days per week at a pro-rated salary of \$36,522 (\$60,8870 at 60%) plus benefits (position filled)
- Psychologist Evaluations - Two Part-time retired school psychologists to perform student evaluations that were paused due to the Covid-related closing of schools from March 13 – June 18, at \$120/hour. Some of these evaluations will require the use of contracted services in addition to these part time hours.
- Speech and Language Evaluations - One Part-time Speech and Language Pathologist to perform student evaluations that were paused due to the Covid-related closing of schools from March 13 – June 18, at \$120/hour. Some of these evaluations will require the use of contracted services in addition to these part time hours.



## COVID STAFFING COSTS

Position	Salary to Date	Additional Salary Through FYE	Total Estimated Salary	Estimated FICA & Medicare	Potential Health Insurance Costs	Total Benefits	Grand Total
10.0 Sanitation Attendants	11,400.00	89,775.00	101,175.00	7,739.89	0.00	7,739.89	108,914.89
0.5 Nurse Para Educator @ HPS	0.00	11,182.00	11,182.00	855.42	0.00	855.42	12,037.42
0.5 Nurse Para Educator @ NES	0.00	11,182.00	11,182.00	855.42	0.00	855.42	12,037.42
0.5 Nurse Para Educator @ SNIS	0.00	11,182.00	11,182.00	855.42	0.00	855.42	12,037.42
1.0 Nurse Para Educator @ SMS	0.00	22,384.00	22,384.00	1,712.38	10,408.13	12,120.50	34,504.50
1.0 Nurse @ NMHS for Adult Ed.	3,640.00	34,160.00	37,800.00	0.00	0.00	0.00	37,800.00
1.0 Nurse Facilitator	0.00	38,880.00	38,880.00	2,974.32	8,645.00	11,619.32	50,499.32
1.0 Technology Integration Specialist @ HPS/NES	0.00	64,279.00	64,279.00	0.00	8,758.75	8,758.75	73,037.75
1.0 Technology Integration Specialist @ SNIS	0.00	64,279.00	64,279.00	0.00	8,758.75	8,758.75	73,037.75
1.0 Technology Integration Specialist @ SMS	0.00	64,279.00	64,279.00	0.00	8,758.75	8,758.75	73,037.75
1.0 Technology Integration Specialist @ NMHS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1.0 Technology Specialist	4,864.00	49,248.00	54,112.00	4,139.57	0.00	4,139.57	58,251.57
Additional Tech Support hours - EdAdvance	2,242.50	0.00	2,242.50	0.00	0.00	0.00	2,242.50
0.6 - Temp Part Time HR Specialist	0.00	36,522.00	36,522.00	2,793.93	9,327.50	12,121.43	48,643.43
Part Time Hourly - Psychologists Evals	0.00	23,500.00	23,500.00	1,797.75	0.00	1,797.75	25,297.75
Part Time Hourly - Speech & Language Evals	0.00	13,500.00	13,500.00	0.00	0.00	0.00	13,500.00
Part Time Hourly - COVID Liaison to CSDE*	0.00	18,000.00	18,000.00	1,377.00	0.00	1,377.00	19,377.00
<b>TOTALS</b>	<b>22,146.50</b>	<b>552,352.00</b>	<b>574,498.50</b>	<b>25,101.10</b>	<b>54,656.88</b>	<b>79,757.98</b>	<b>654,256.48</b>

\*TO BE PROPOSED AT NEXT OPERATIONS / BOE MEETING.



Office of Fiscal Services & Operations  
50 East Street  
New Milford, Connecticut 06776

**3H**  
**Operations Subcommittee**  
**October 2020**

**TO:** Dr. Paul Smotas, Interim Superintendent  
**FROM:** Anthony J. Giovannone, Director of Fiscal Services and Operations  
**Date:** October 8, 2020  
**RE:** 2019-2020 Year End Balance

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The unaudited fiscal year-end balance for 2019-2020 in the amount of \$2,910,099.72 is shown below sorted by major object code.

MAJOR OBJECT CODE	UNAUDITED AMOUNT AT FYE
CERTIFIED SALARIES	\$497.85
NON CERTIFIED SALARIES	\$124,336.28
BENEFITS	\$746,037.61
PROFESSIONAL SERVICES	\$272,108.71
PROPERTY SERVICES	\$161,383.68
OTHER SERVICES	\$1,154,868.43
SUPPLIES	\$402,262.64
CAPITAL	\$25,640.30
DUES & FEES	-\$2,422.74
REVENUE	\$25,386.96
<b>TOTAL</b>	<b>\$2,910,099.72*</b>

**\*\$2,027,540 of this balance has already been approved by all appropriate parties and committed towards unbudgeted COVID-19 expenses in 2020-2021.**

Any further changes to the unaudited fiscal year-end balance will be the result of the Audit which will conclude with a report provided to both the Town and the BOE during the month of January 2021. For many reasons related to COVID-19, the 2019-2020 year is certainly an outlier with its own set of circumstances and the 2019-2020 fiscal year-end balance reflects that.

The 2<sup>nd</sup> page of this memo provides the 10-year historical context of the Board of Education's fiscal year-end balance.

I will be happy to discuss this at the Operations Subcommittee meeting in October.

*Sincerely,*  
*Anthony J. Giovannone*  
*Director of Fiscal Services and Operations*



Office of Fiscal Services & Operations  
50 East Street  
New Milford, Connecticut 06776

**3H**  
**Operations Subcommittee**  
**October 2020**

TO: Dr. Paul Smotas, Interim Superintendent  
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations  
Date: October 8, 2020  
RE: 2019-2020 Year End Balance

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10 YEAR BOE HISTORY OF FISCAL YEAR-END BALANCES						
Budget Year	Total Budget	End of Year Balance	% of Budget	Prior 10 Year Average		
2019/2020	\$64,040,692	<b>\$2,910,100*</b>	<b>4.54%*</b>			
2018/2019	\$63,010,586	\$365,213	0.58%	<b>0.58%</b>		
2017/2018	\$62,810,586	\$327,903	0.52%			
2016/2017	\$61,686,660	\$194,315	0.32%			
2015/2016	\$61,178,808	\$264,406	0.43%			
2014/2015	\$60,961,778	\$237,262	0.39%			
2013/2014	\$59,634,148	\$680,562	1.14%			
2012/2013	\$57,557,533	\$770,807	1.34%			
2011/2012	\$57,194,266	\$181,209	0.32%			
2010/2011	\$56,945,211	\$3,092	0.01%			
2009/2010	\$56,945,211	\$456,774	0.80%			

**\* subject to audit & \$2,027,540 of this balance has already been approved by all appropriate parties and committed towards unbudgeted COVID-19 expenses in 2020-2021.**

**Proposal of Service for New Milford Public Schools 2020-2021  
Re: Administrator Supervision and Evaluation**

**Service Goals:**

- To implement supervisory and evaluation activities with New Milford Public School administrators in alignment with the BOE approved flexibilities for 2020-2021 school year.
- To offer opportunities for administrators to engage in professional growth activities that support new levels of learning related to remote, hybrid, simultaneous, and face-face teaching and learning models.

**Learning Design**

Each administrator will participate in whole group and individual activities that allow for each to meet the following core requirements for educator evaluation pursuant to [The Flexibilities for Implementing the CT Guidelines for Educator Evaluation 2017 for the 2020-2021 School Year](#) (Flexibilities) set forth by CSDE:

- Articulation of a minimum of two indicators or measures of accomplishment (SLOs) focused on the reopening of schools, supporting well-being of staff and students, supporting distance teaching and learning, and/or health and safety of students, staff, and the school community.
- Participation in a minimum of two and three site visits for administrators based on years of experience in the profession and/or district and previous summative ratings. All administrators complete a minimum of two artifact reviews.

Patrick Flynn and Amy Tepper will engage 13 New Milford Administrators in the following activities:

Leader Supervision & Support	
Activities (R) = Required (O) = Optional	Timeline
<b>Orientation (R):</b> Virtual workshop to collaboratively unpack the three part CSDE guidance documents to support understanding of all activities and expectations related to performance evaluation for NMPS ( <b>CCL Domain 1, 2, &amp; 4</b> ).	By October 30
<b>CCL Domain 2 Virtual Workshop (O):</b> Support Observation and Feedback in the Flexibilities and aligned with <b>Distance Learning Playbook</b> and other district initiatives e.g., trauma informed instruction <ul style="list-style-type: none"> <li>• Develop <b>view-listen-interact chart</b> (Figure 2.2 Examples: Observing for Stage 1 Priorities)</li> </ul>	By October 30



<b>DiSC (R):</b> Completion of DiSC profile (electronic survey) <b>DiSC (O):</b> Participation in virtual workshop to develop personalized leadership strategies based on profiled strengths and areas of growth	By October 30
<b>One-One Goal Setting (R):</b> Virtual meetings with each administrator to collaboratively revisit the the CCL high leverage, prioritized standards and unpack critical attributes–See ( <b>Figure 2.1: CCL Look-fors in Varied Models</b> ) & review/finalize <b>SLOs</b> and <b>Performance and Practice Goals</b>	By November 13
<b>Calibration Activity 1 (O):</b> Engage in “calibration” activities “observing” and analyzing asynchronous and synchronous artifacts of teaching and learning	October - December
<b>Site Visit 1 (R):</b> Participate in site visit and artifact review targeting key practice related to CCL Domain 1, 2, and/or 4 and where applicable in alignment with <b>SLOs</b> and <b>Performance and Practice Goals</b>	By December 18
<b>Site Visit 2 for those administrators requiring three site visits (R):</b> Participate in site visit and artifact review targeting key practice related to CCL Domain 1, 2, and/or 4 and where applicable in alignment with <b>SLOs</b> and <b>Performance and Practice Goals</b>	By February 12
<b>Mid Year Conference (R):</b> Participation in Mid-Year Conference to review progress in meeting <b>SLOs</b> and <b>Performance and Practice Goals</b> , determine adjustments, and review planning for the remainder of the school year.	By February 12
<b>Calibration Activity 2 (O):</b> Engage in “calibration” activities “observing” and analyzing asynchronous and synchronous artifacts of teaching and learning	February - May

<b>Site Visit 2 for those administrators requiring two site visits (R):</b> Participate in site visit and artifact review targeting key practice related to CCL Domain 1, 2, and/or 4 and where applicable in alignment with <b>SLOs</b> and <b>Performance and Practice Goals</b>	By April 30
<b>Site Visit 3 for those administrators requiring three site visits (R):</b> Participate in site visit targeting key practice related to CCL Domain 1, 2, and/or 4 and where applicable in alignment with <b>SLOs</b> and <b>Performance and Practice Goals</b>	By May 14
<b>End-of-Year Review (R):</b> Participation in End-of-Year Conference to review progress in meeting <b>SLOs</b> and <b>Performance and Practice Goals</b> , determine adjustments, and review planning for the remainder of the school year.	By June 1

### Associated Costs

The total number of projected hours per administrator to establish a per administrator cost:

Personnel	Total Hours (R)	Total Cost per person (R)	Total Hours (O)
Administrators requiring 3 site visits - (3)	17.5 hours	\$10,500.00	Up to 12.5 hours of aligned PL
Administrators requiring 2 site visits - (2)	14 hours	\$8400.00	Up to 12.5 hours of aligned PL

Required Activities	Optional Activities
<p><b>Two-hour orientation</b> Total = 120 min</p> <p><b>Standard Site Visit Breakdown</b></p> <ul style="list-style-type: none"> <li>• 20-30 min observations</li> <li>• 20-30 min artifact review</li> <li>• 30-45 min feedback meeting</li> <li>• 45 min analysis of feedback</li> <li>• 45-60 min for writing single CCL for Domain 1, 2, or 4</li> </ul> <p><b>Total = 210 min each</b></p> <p><b>Mid-Year/End of Year Meeting Breakdown</b></p> <ul style="list-style-type: none"> <li>• 60 min review of shared data/previous notes</li> <li>• 45 min meeting</li> <li>• 45 min follow-up review of modifications and adjustments</li> </ul> <p><b>Total = 150 min each</b></p> <p>Total Estimated costs based on 3 administrators requiring 3 visits and 10 administrators requiring 2 visits: <b>Required = \$48,300.00</b></p>	<p><b>1 two-hour CCL Domain 2 Virtual Workshop</b></p> <p><b>1 90-min DiSC Workshop</b></p> <p><b>2 three-hour Calibration Activities</b></p> <p><b>Access to On-Demand Webinars</b></p> <ul style="list-style-type: none"> <li>• <i>Cultivating a Culture of Learning</i></li> <li>• <i>Making the Inaccessible Accessible: Observaging for Equity</i></li> <li>• <i>Learner-Focused Feedback: Aligning Teacher support and Goals for Learners</i></li> </ul> <p>Total Costs for Optional Activities Package: <b>\$21,500.00 (flat charge for unlimited access)</b></p>



**NEW MILFORD PUBLIC SCHOOLS**  
**Office of the Assistant Superintendent**  
50 East Street  
New Milford, Connecticut 06776  
(860) 354-3235  
FAX (860) 210-2643

TO: Dr. Paul Smotas, Interim Superintendent  
FROM: Alisha DiCorpo, Assistant Superintendent (10)  
DATE: October 8, 2020  
RE: 2020-2021 Tuition Students

Listed below are the tuition students for the 2020-2021 school year:

- Fifth Grade student to attend Sarah Noble Intermediate School -- (partial tuition rate, student is a child of a certified staff member\*)
- Eighth Grade student to attend Schaghticoke Middle School (full tuition rate)
- Ninth Grade student to attend New Milford High School (full tuition rate)

*\*According to Board Policy 3240(b), a certified staff member whose child has been admitted to the New Milford Public Schools shall pay 50% of the established tuition rate. Tuition shall be made in equal payments our times per year in September, December, March and May as a condition of continued enrollment.*

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Alisha DiCorpo  
Assistant Superintendent of Schools

TO: Dr. Paul Smotas  
FROM: Alisha DiCorpo (AD)  
DATE: October 1, 2020  
RE: 2020-2021 Entitlement Grants

The grants listed below will be used to supplement district funds and not to supplant them. It breaks down as follows:

- **District Consolidated Grant:**

**Title I:** \$345,659.00 *Improving Basic Programs operated by Local Educational Agencies.* Last year we received \$363,001.00. This money is used for literacy and math coaches, an interventionist, summer school supplies, technology, and for student support services at our Title I schools (HPS, NES, SNIS and SMS).

**Title II:** \$67,913.00 *Teacher and Principal Training and Recruiting* Last year we received \$66,506.02. This money is used for professional development for our certified staff.

- **Title III Grant:** \$25,319.48 *English Language Acquisition and Language Enhancement* Last year we received \$20,855.15. This money is used for 1 ½ EL instructional tutors, professional learning and supplies.
- **Bilingual Grant:** \$7,302.00 Last year we received \$2,479.00. The money will be used across district with bilingual programs in order to support virtual learning. Bilingual programs are currently required in NMHS, SMS, SNIS, and HPS.