

NEW MILFORD BOARD OF EDUCATION

New Milford Public Schools
50 East Street
New Milford, Connecticut 06776

NEW MILFORD, CT

**BOARD OF EDUCATION
MEETING NOTICE**

14 JUN 13 P 3 41

DATE: June 14, 2016
TIME: 7:30 P.M.
PLACE: Sarah Noble Intermediate School – Library Media Center

RECEIVED
TOWN CLERK

REVISED AGENDA

New Milford Public Schools Mission Statement

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

1. CALL TO ORDER

A. Pledge of Allegiance

2. 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. PTO REPORT

4. STUDENT REPRESENTATIVES' REPORT

5. APPROVAL OF MINUTES

A. Approval of the following Board of Education Meeting Minutes

- 1. Special Meeting Minutes May 10, 2016
- 2. Workshop Meeting Minutes May 10, 2016
- 3. Regular Meeting Minutes May 10, 2016
- 4. Special Meeting Minutes May 27, 2016

6. SUPERINTENDENT'S REPORT

7. BOARD CHAIRMAN'S REPORT

8. COMMITTEE AND LIAISON REPORTS

- A. Facilities Sub-Committee – Mr. Coppola
- B. Operations Sub-Committee – Mrs. Faulenbach
- C. Policy Sub-Committee – Mr. Schemm
- D. Committee on Learning – Mr. Dahl
- E. Education Connection – Mr. Coppola
- F. Connecticut Boards of Education (CABE) – Mr. Coppola
- G. Negotiations Committee – Mrs. Faulenbach
- H. Magnet School – Mr. Schemm

9. DISCUSSION AND POSSIBLE ACTION

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated June 14, 2016
- B. Recommendation of Superintendent of Schools regarding hiring of Assistant Superintendent
- C. Monthly Reports
 - 1. Budget Position dated 5/31/16
 - 2. Purchase Resolution: D-687
 - 3. Request for Budget Transfers
- D. Gifts & Donations
 - 1. PTO – Exhibit B
- E. Bid Awards
 - 1. Food and Nutrition Services – Milk
 - 2. Food and Nutrition Services – Frozen Dessert
 - 3. Special Education - Occupational Therapy
 - 4. Special Education - Physical Therapy
 - 5. SMS Server Room(s) Cooling
- F. Grants
 - 1. Carl D. Perkins Grant
 - 2. Adult Education – El Civics for Work and Life Transitions CCR ready Grant
- G. Approval of the Following Curriculum
 - 1. Developmental Guidance K-2
 - 2. Accounting II College Level
 - 3. Business Law
 - 4. Introduction to Web Design
 - 5. Biology Honors
 - 6. Chemistry Honors
 - 7. Astronomy College Level
- H. Adjustments to 2016-2017 Board of Education Adopted Budget
- I. End-of-Year Projects
- J. Recommendation and Approval for Designee of Superintendent of Schools
- K. Authorization for the Superintendent to accept resignations and make appointments from June 15, 2016 through September 13, 2016
- L. Authorization for the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 15, 2016 through September 13, 2016

10. ITEMS FOR INFORMATION AND DISCUSSION

- A. Field Trip Report
- B. Annual Emergency Preparedness Report
- C. Annual Wellness Report
- D. John J. McCarthy Observatory Annual Report
- E. Textbook Previews: Grades 11-12, 9-12

11. EXECUTIVE SESSION (Anticipated)

- A. Discussion of the employment and salary of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier.

12. DISCUSSION AND POSSIBLE ACTION

- A. Discussion and possible approval of the employment and salary of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier.

13. ADJOURN

ITEMS OF INFORMATION

Policy Sub-Committee Minutes – May 17, 2016

Committee on Learning Minutes – May 17, 2016

Facilities Sub-Committee Special Meeting Minutes – June 7, 2016

Operations Sub-Committee Special Meeting Minutes – June 7, 2016

Facilities Sub-Committee Meeting September 6, 2016 – 6:45 p.m. Lillis Administration Building, Room 2	Policy Sub-Committee Meeting September 20, 2016 – 6:45 p.m. Lillis Administration Building, Room 2
Operations Sub-Committee Meeting September 6, 2016 – 7:30 p.m. Lillis Administration Building, Room 2	Committee on Learning Meeting September 20, 2016 – 7:30 p.m. Lillis Administration Building, Room 2
Board of Education Regular Meeting September 13, 2016 – 7:30 p.m. Sarah Noble Intermediate School, LMC	

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NEW MILFORD, CT

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Board of Education Regular Meeting September 13, 2016 – 7:30 p.m. Sarah Noble Intermediate School, LMC	

**New Milford Board of Education
Special Meeting Minutes
May 10, 2016
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairman Mrs. Angela C. Chastain Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Dave Littlefield (arrived at 6:04 p.m.) Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm (arrived at 6:04 p.m.)	RECEIVED TOWN CLERK 2016 MAY 12 P 2:25 NEW MILFORD, CT
Also Present:	Mr. Joshua Smith, Superintendent-Elect Ms. Ellamae Baldelli, Director of Human Resources Mrs. Roberta Pratt, Director of Technology Mr. Kevin Munrett, Facilities Manager	

1.	Call to Order	Call to Order
A.	Pledge of Allegiance The special meeting of the New Milford Board of Education was called to order at 6:02 p.m. The Pledge of Allegiance immediately followed the call to order.	A. Pledge of Allegiance
2.	Public Comment • There was none.	Public Comment
3.	Executive Session (Anticipated)	Executive Session (Anticipated)
A.	Interview and discuss candidate for the position of Assistant Principal at Schaghticoke Middle School	A. Interview and discuss candidate for the position of Assistant Principal at Schaghticoke Middle School
B.	Interview and discuss candidate for the position of Assistant Principal at New Milford High School	B. Interview and discuss candidate for the position of Assistant Principal at New Milford High School
	Motion made by Mrs. McInerney that the Board enter into Executive Session to interview and discuss the candidates for the positions of Assistant Principal at Schaghticoke Middle School and Assistant Principal at New Milford High School, and invite into the session Superintendent-Elect Mr. Joshua Smith and the	Motion made and passed unanimously that the Board enter into Executive Session to interview and discuss the candidates for the positions of Assistant Principal at Schaghticoke Middle School and

	<p>candidates.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>The Board, Mr. Smith, and the candidate for Assistant Principal at Schaghticoke Middle School entered executive session at 6:04 p.m.</p> <p>Mr. Smith and the candidate for Assistant Principal at Schaghticoke Middle School left executive session at 6:14 p.m.</p> <p>Mr. Smith re-entered executive session at 6:22 p.m.</p> <p>The Board returned to public session at 6:39 p.m.</p> <p>A motion was made by Mr. Coppola to recess the executive session until 7:15 p.m.</p> <p>Mrs. Chastain seconded the motion and the motion passed unanimously.</p> <p>Mr. Smith and the candidate for Assistant Principal at New Milford High School entered executive session at 7:17 p.m.</p> <p>The candidate for Assistant Principal at New Milford High School left executive session at 7:24 p.m.</p> <p>The Board returned to public session at 7:27 p.m.</p>	<p>Assistant Principal at New Milford High School, and invite into the session Superintendent-Elect Mr. Joshua Smith and the candidates.</p> <p>A motion was made and passed unanimously to recess the executive session until 7:15 p.m.</p>
4.	<p>Adjourn</p> <p>Mrs. Faulenbach moved to adjourn the meeting at 7:27 p.m. seconded by Mr. Coppola and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:27 p.m.</p>

Respectfully submitted:

Wendy Faulstich

Wendy Faulenbach

Secretary

New Milford Board of Education

**New Milford Board of Education
Board Workshop Minutes
May 10, 2016
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Dave Littlefield Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm	RECEIVED TOWN CLERK 2016 MAY 12 P 2:24 NEW MILFORD, CT
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Also Present:	Mr. Joshua Smith, Superintendent-Elect Ms. Ellamae Baldelli, Director of Human Resources Mr. Anthony Giovannone, Director of Operations and Fiscal Services Ms. Roberta Pratt, Director of Technology Mr. Kevin Munrett, Facilities Manager
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1.	Call to Order A. Pledge of Allegiance The Workshop of the New Milford Board of Education was called to order at 6:42 p.m. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Executive Session (Anticipated) A. For the purpose of discussing a security strategy, as well as the deployment of security personnel, and/or devices affecting security, as well as emergency lockdown plans in the New Milford Public Schools Motion made by Mrs. Chastain that the Board enter into Executive Session for the purpose of discussing a security strategy, as well as the deployment of security personnel, and/or devices affecting security, as well as emergency lockdown plans in the New Milford Public Schools. Motion seconded by Mr. Coppola.	Executive Session (Anticipated) A. For the purpose of discussing a security strategy, as well as the deployment of security personnel, and/or devices affecting security, as well as emergency lockdown plans in the New Milford Public Schools Motion made and passed unanimously that the Board enter into Executive Session for the purpose of discussing a security strategy, as well as the deployment of security personnel, and/or devices affecting security, as well as emergency lockdown plans in the New Milford Public Schools.

	<p>The motion passed unanimously.</p> <p>The Board entered into executive session at 6:43 p.m.</p> <p>The Board returned to public session at 6:44 p.m.</p> <p>Mrs. Chastain withdrew her motion and Mr. Coppola withdrew his second.</p> <p>Motion made by Mrs. Faulenbach that the Board enter into Executive Session for the purpose of discussing a security strategy, as well as the deployment of security personnel, and/or devices affecting security, as well as emergency lockdown plans in the New Milford Public Schools, and invite into the session Mr. Joshua Smith, Ms. Ellamae Baldelli, Mr. Anthony Giovannone, Ms. Roberta Pratt, Mr. Kevin Munrett and New Milford Police Chief Shawn Boyne.</p> <p>Motion seconded by Mr. Littlefield.</p> <p>Motion passed unanimously.</p> <p>The Board and invitees entered executive session at 6:47 p.m.</p> <p>The Board returned to public session at 7:16 p.m.</p>	<p>Motion and second withdrawn.</p> <p>Motion made and passed unanimously that the Board enter into Executive Session for the purpose of discussing a security strategy, as well as the deployment of security personnel, and/or devices affecting security, as well as emergency lockdown plans in the New Milford Public Schools, and invite into the session Mr. Joshua Smith, Ms. Ellamae Baldelli, Mr. Anthony Giovannone, Ms. Roberta Pratt, Mr. Kevin Munrett and New Milford Police Chief Shawn Boyne.</p>
3.	<p>Adjourn</p> <p>Mrs. McInerney moved to adjourn the meeting at 7:19 p.m., seconded by Mrs. Faulenbach and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:19 p.m.</p>

Respectfully submitted:

Wendy Faulenbach

Wendy Faulenbach

Secretary

New Milford Board of Education

**New Milford Board of Education
Regular Meeting Minutes
May 10, 2016
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela Chastain Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Dave Littlefield Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm	RECEIVED TOWN CLERK 2016 MAY 12 P 2:25
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NEW MILFORD, CT

Also Present:	Mr. Joshua Smith, Superintendent-Elect Dr. Eugenia Slone, Acting Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Anthony Giovannone, Director of Fiscal Services and Operations Ms. Roberta Pratt, Director of Technology Mr. Kevin Munrett, Facilities Manager Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School Dr. Len Tomasello, Principal, Schaghticoke Middle School Dr. Chris Longo, Assistant Principal, Schaghticoke Middle School Ms. Kendall Stewart, Student Representative
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1.	Call to Order A. Pledge of Allegiance The special meeting of the New Milford Board of Education was called to order at 7:30 p.m. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Recognition A. CMEA Northern Region Music Festival: NMHS students Hannah Arasim, Shealyn Baumgarner, Jessica Berkun, Cassandra Bielmeier, Kayla Blackburn, Aidan Busnel, Michael Carroll, Michael Cavuoto, Nicholas Cavuoto, Christopher Ciaglo, Jackson Cramer, Abbi Debes, Nathaniel Diamond, Jacob Dieterle, Nicholas Fitch, Karley Greene, Emma Hallacker, Christopher Kipp, Lukas Kugler, Emily Lessa, Grant Li, Francine	Recognition A. CMEA Northern Region Music Festival: NMHS students Hannah Arasim, Shealyn Baumgarner, Jessica Berkun, Cassandra Bielmeier, Kayla Blackburn, Aidan Busnel, Michael Carroll, Michael Cavuoto, Nicholas Cavuoto, Christopher Ciaglo, Jackson Cramer, Abbi Debes,

	<p>Luo, Frank Magnante, Samantha McGuire, Brendan McLean, Chloe Onorato, Allegra Peery, Sunita Pfitzner, Zachary Pitcher, Brandon Rehaag, Michael Smith, Connor Stahl, William Stanton, Kendall Stewart, and Michael Tarby</p> <ul style="list-style-type: none"> Mr. Smith introduced Mr. Keck and Mr. Syzdek who spoke about the different groups available for students to try out for CMEA events including chorus, band, jazz band, and orchestra. <p>The meeting recessed at 7:45 p.m. for a brief reception and reconvened at 7:55 p.m.</p>	<p>Nathaniel Diamond, Jacob Dieterle, Nicholas Fitch, Karley Greene, Emma Hallacker, Christopher Kipp, Lukas Kugler, Emily Lessa, Grant Li, Francine Luo, Frank Magnante, Samantha McGuire, Brendan McLean, Chloe Onorato, Allegra Peery, Sunita Pfitzner, Zachary Pitcher, Brandon Rehaag, Michael Smith, Connor Stahl, William Stanton, Kendall Stewart, and Michael Tarby</p>
3.	<p>Public Comment</p> <ul style="list-style-type: none"> Mr. Jeff Ferguson, a New Milford resident and middle school teacher, asked the Board to really look at the BYOD policy. He said some students will turn off their devices and store them in appropriate places but others will not even turn them off and in some instances their parents will text them in the middle of the school day. He said the current Board policy does not support the teachers especially at the middle school level. 	<p>Public Comment</p>
4.	<p>PTO Report</p> <ul style="list-style-type: none"> Kathleen Lewis said the Sarah Noble science fair was a success with 50 student booths and 10 interactive booths. Appreciation events were held for staff and bus drivers. She acknowledged all the volunteers who work with the PTO including 61 volunteers on the boards of the PTOs and over 500 general volunteers. They also have nine business partners. The PTO has sponsored 90+ events at the schools, gifted \$2,500, granted over \$70,000, and will give out \$15,000 in scholarships, with still more to come. 	<p>PTO Report</p>
5.	<p>Student Representatives' Report</p> <ul style="list-style-type: none"> AP testing is currently ongoing at the high 	<p>Student Representatives' Report</p>

	<p>school.</p> <ul style="list-style-type: none"> • On May 16th the Spanish Honor Society will hold its induction ceremony. • This past Saturday was the Junior Prom with the theme “Enchanted Evening”. • May 21st will be the Senior Prom. • May 26th is the Senior banquet and the 27th is the Senior trip to Six Flags. • May 30th is Memorial Day and the band will be marching in the parade. • June 6th is the Big Band Bash which includes Sarah Noble, Schaghticoke and the high school bands. • June 9th is the last day of school. • June 11th is graduation. 	
6.	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes</p> <ol style="list-style-type: none"> 1. Special Meeting Minutes April 12, 2016 2. Regular Meeting Minutes April 12, 2016 3. Special Meeting Minutes April 26, 2016 <p>Mr. Coppola moved to approve the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Special Meeting Minutes April 12, 2016 2. Regular Meeting Minutes April 12, 2016 3. Special Meeting Minutes April 26, 2016 <p>Seconded by Mrs. Faulenbach and passed 8-0-1.</p> <p>Aye: Mr. Dahl, Mrs. Chastain, Mrs. Faulenbach, Mr. Schemm, Mr. Lawson, Mr. McCauley, Mrs. McInerney, Mr. Coppola</p> <p>Abstain: Mr. Littlefield</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes</p> <ol style="list-style-type: none"> 1. Special Meeting Minutes April 12, 2016 2. Regular Meeting Minutes April 12, 2016 3. Special Meeting Minutes April 26, 2016 <p>Motion made and passed to approve the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Special Meeting Minutes April 12, 2016 2. Regular Meeting Minutes April 12, 2016 3. Special Meeting Minutes April 26, 2016
7.	<p>Superintendent’s Report</p> <ul style="list-style-type: none"> • Mr. Smith said as the end of the year approaches events and concerts are compressed into a shorter time period and so parents and students are quite busy celebrating lots of good events. • He thanked the PTO for the bus driver and 	<p>Superintendent’s Report</p>

	<p>on the agenda. The chiller amount of \$336,240 will come from capital reserve.</p> <ul style="list-style-type: none"> • Gifts and donations were discussed. • The IDEA and Adult Education grants and Food and Nutrition Services certifications were on the agenda. • There was discussion about a program to support at-risk high school students. • The All Star Transportation contract will continue for one more year with modifications being discussed at future Operations Sub-committee meetings. The full contract will be renegotiated in its entirety in a year. • Certified substitute teaching coverage was discussed. • End of year balance, projects and budget position were reviewed. 	
C.	Policy Sub-Committee – Mr. Schemm	C. Policy Sub-Committee
	<ul style="list-style-type: none"> • Mr. Schemm said no April meeting was held but at the May meeting they will discuss the BYOD electronic devices policy. 	
D.	Committee on Learning – Mr. Dahl	D. Committee on Learning
	<ul style="list-style-type: none"> • At the May meeting the at-risk program, new curriculum and the new Schaghticoke schedule will be discussed. 	
E.	Education Connection – Mr. Coppola	E. Education Connection
	<ul style="list-style-type: none"> • Mr. Coppola noted that the new Executive Director was hired – Jeffrey Kitching. The retirement party for Danuta Thibodeau will be held May 19th. • The Wooster School building will be dedicated to Dr. Thibodeau as an education center. • The state budget is still up in the air which might impact Education Connection as well since they are grant based. 	
F.	Connecticut Boards of Education (CABE) – Mr. Coppola	F. Connecticut Boards of Education (CABE)
	<ul style="list-style-type: none"> • Mr. Coppola noted that the budget is up in the air even from CABE's view point. 	

<p>G.</p> <p>H.</p>	<p>Negotiations Committee – Mrs. Faulenbach</p> <ul style="list-style-type: none"> Mrs. Faulenbach said the food services, paraeducators, and administrators contracts are in negotiation. <p>Magnet School – Mr. Schemm</p> <ul style="list-style-type: none"> Mr. Schemm said a meeting will be held May 24th at noon at the school. 	<p>G. Negotiations Committee</p> <p>H. Magnet School</p>
<p>10.</p> <p>A.</p> <p>B.</p>	<p>Discussion And Possible Action</p> <p>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated May 10, 2016</p> <p>Mr. Coppola moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated May 10, 2016, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> Mr. Coppola said he was disappointed in the staff retirements of Janet Allsworth and Donna LaBella because of the loss of their expertise. Mrs. Chastain reminded the Board that it is important that it does its due diligence when bringing forth candidates with respect to the staff, students and community. Mr. Littlefield said he was not happy with the way the Board seemed to be rubber stamping candidates with no options offered. Mr. Coppola emphasized it was the process that was being questioned and not the candidates themselves. <p>The motion passed unanimously.</p> <p>Monthly Reports</p> <ol style="list-style-type: none"> Purchase Resolution: D-686 Budget Position dated 4/29/16 Request for Budget Transfers <p>Mr. Coppola moved to approve monthly reports - Purchase Resolution: D-686, Budget Position</p>	<p>Discussion And Possible Action</p> <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated May 10, 2016</p> <p>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated May 10, 2016.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Purchase Resolution: D-686 Budget Position dated 4/29/16 Request for Budget Transfers <p>Motion made and passed unanimously to approve monthly</p>

	<p>dated 4/29/16 and Request for Budget Transfers, seconded by Mrs. Chastain.</p> <ul style="list-style-type: none"> • Mr. Coppola thanked Mr. Giovannone for making the transfers more clear and for his patience in explaining the process. • Mr. Schemm echoed Mr. Coppola's comments. • Mr. Littlefield asked if the sewer charges were final and Mr. Giovannone said there are more to come. <p>C. Gifts & Donations</p> <p>1. PTO – Exhibit B</p> <p>Mr. Lawson moved to accept Gifts and Donations: PTO - Exhibit B in the amount of \$7,253.00, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mr. Coppola said this number does not reflect the full amount of what has been raised throughout the year. • Mrs. Chastain noted that the number reported during the PTO report was \$70,000. • Mrs. McInerney said there was still more donations coming in. <p>The motion passed unanimously.</p> <p>2. Entegris Corporation – Exhibit C</p> <p>Mrs. Faulenbach moved to accept Gifts and Donations: Entegris Corporation – Exhibit C, laptop computers, with an approximate value of \$6,500.00, seconded by Mrs. McInerney.</p> <ul style="list-style-type: none"> • Mr. Coppola thanked Ms. Pratt. <p>The motion passed unanimously.</p> <p>D. Bid Awards</p> <p>1. NMHS Chiller</p> <p>Mr. McCauley moved to award the bid for the NMHS Chiller to Air Temp Mechanical Services Inc., seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> • Mr. Littlefield said there was a big difference 	<p>reports - Purchase Resolution: D-686, Budget Position dated 4/29/16 and Request for Budget Transfers.</p> <p>C. Gifts & Donations</p> <p>1. PTO – Exhibit B</p> <p>Motion made and passed unanimously to accept Gifts and Donations: PTO - Exhibit B in the amount of \$7,253.00.</p> <p>2. Entegris Corporation – Exhibit C</p> <p>Motion made and passed unanimously to accept Gifts and Donations: Entegris Corporation – Exhibit C, laptop computers, with an approximate value of \$6,500.00.</p> <p>D. Bid Awards</p> <p>1. NMHS Chiller</p> <p>Motion made and passed unanimously to award the bid for the NMHS Chiller to Air Temp Mechanical Services Inc.</p>
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in the two bids and wondered why. Mr. Schemm said the other company would have to purchase the chiller from Air Temp.

The motion passed unanimously.

2. SNIS Catwalk

Mr. Coppola moved to award the bid for the SNIS Entry (Catwalk) to Christopher Interiors, seconded by Mrs. Chastain.

- Mr. Lawson noted this has been talked about for years.

The motion passed unanimously.

3. Special Transportation Services

Mr. Coppola moved to award the bid for Special Transportation Services for a three year period to Cardinal Driving Service, Inc.; Education Connection; CT Transport Solutions; and for a one year period to EastConn Transportation, seconded by Mr. McCauley.

- Mr. Coppola noted this was Education Connection working for us.

The motion passed unanimously.

E. Grants

1. Adult Education – ED 244

Mrs. Faulenbach moved to approve the Adult Education – ED 244 grant in the amount of \$163,000.00, seconded by Mr. Coppola.

- Mr. Coppola noted the person currently in this position was a program manager and facilitator and not 092 certified which meant the person could not evaluate the staff.
- Mr. Smith said they have suspended the search for this position until they fill the Assistant Superintendent position and the evaluation component is currently being absorbed by others. He also noted that this grant program could be cut by the state during the budget negotiations.

2. SNIS Catwalk

Motion made and passed unanimously to award the bid for the SNIS Entry (Catwalk) to Christopher Interiors.

3. Special Transportation Services

Motion made and passed unanimously to award the bid for Special Transportation Services for a three year period to Cardinal Driving Service, Inc.; Education Connection; CT Transport Solutions; and for a one year period to EastConn Transportation.

E. Grants

1. Adult Education – ED 244

Motion made and passed unanimously to approve the Adult Education – ED 244 grant in the amount of \$163,000.00.

<p>The motion passed unanimously.</p> <p>2. IDEA Grant</p> <p>Mrs. Faulenbach moved to approve the IDEA-611 grant in the amount of \$850,048.00 and the IDEA-619 grant in the amount of \$33,091.00, seconded by Mrs. Chastain.</p> <ul style="list-style-type: none"> • Mr. Coppola thanked Mrs. Olson. <p>The motion passed unanimously.</p> <p>F. Food and Nutrition Services</p> <p>1. Healthy Food Certification Statement</p> <p>Mr. Coppola moved that the New Milford Board of Education continue its participation in the National School Lunch Program and pursuant to section 10-215f of the Connecticut General Statutes certify that all foods items offered for sale to students meet the Connecticut Nutrition Standards for the period July 1, 2016 through June 30, 2017. The Board will exclude from certification food items that do not meet the Connecticut Nutrition Standards provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store, seconded by Mrs. McInerney and passed unanimously.</p> <p>2. Food Certification Exemptions for School Fundraisers</p> <p>Mrs. Chastain moved to authorize the Superintendent to approve Food Certification Exemptions for School Fundraisers as appropriate for 2016-2017, seconded by Mr. Littlefield and passed unanimously.</p>	<p>2. IDEA Grant</p> <p>Motion made and passed unanimously to approve the IDEA-611 grant in the amount of \$850,048.00 and the IDEA-619 grant in the amount of \$33,091.00.</p> <p>F. Food and Nutrition Services</p> <p>1. Healthy Food Certification Statement</p> <p>Motion made and passed unanimously that the New Milford Board of Education continue its participation in the National School Lunch Program and pursuant to section 10-215f of the Connecticut General Statutes certify that all foods items offered for sale to students meet the Connecticut Nutrition Standards for the period July 1, 2016 through June 30, 2017. The Board will exclude from certification food items that do not meet the Connecticut Nutrition Standards provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store.</p> <p>2. Food Certification Exemptions for School Fundraisers</p> <p>Motion made and passed unanimously to authorize the Superintendent to approve Food Certification Exemptions for School Fundraisers as appropriate for 2016-</p>
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	<p>G. Request for Capital Reserve Funds – Exhibit D</p> <p>Mrs. Faulenbach moved to approve the Request for Capital Reserve Funds - Exhibit D in the amount of \$336,240.00, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mrs. Chastain asked if the balance was before the vote of last night and Mr. Giovannone said that was correct. • Mrs. Faulenbach noted this request still had to go to the Board of Finance and asked Mr. Lawson to keep the Board informed of when that would happen. <p>The motion passed unanimously.</p> <p>H. End of Year Projects</p> <p>1. Outdoor Protection</p> <ul style="list-style-type: none"> • Mr. Smith said at this time of year they start to look at the accounts where they might have held a reserve in case of a major occurrence during the year. Then they start to see what they might need to do if there is money left over at the end of the fiscal year. One of those projects under consideration is some kind of outdoor storage unit for the large equipment such as mowers that currently are stored in the old tennis court fencing at Sarah Noble. He said there is currently no protection from the elements which could lead to a shorter life span for Board assets. • Mrs. Chastain asked if there was a cost yet associated with this and Mr. Smith said they were looking at a multi-tiered scenario ranging from \$30,000 to \$75,000. • Mrs. Chastain asked if the town might have some extra storage and Mr. Smith said they will be looking into that as well. <p>2. Cooling for SNIS and SMS Server Rooms</p> <ul style="list-style-type: none"> • Mr. Smith noted that the Sarah Noble and Schaghticoke server rooms do not have 	<p>2017.</p> <p>G. Request for Capital Reserve Funds – Exhibit D</p> <p>Motion made and passed unanimously to approve the Request for Capital Reserve Funds - Exhibit D in the amount of \$336,240.00.</p> <p>H. End of Year Projects</p> <p>1. Outdoor Protection</p> <p>2. Cooling for SNIS and SMS Server Rooms</p>
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	<p>adequate air conditioning for all the heat that is generated by the equipment. He said they are looking at solutions including moving some of the servers around the buildings.</p> <ul style="list-style-type: none"> • Mr. Schemm asked if the Sarah Noble server room was separate from all other network infrastructure and Mr. Smith said it was a combination of the new CEN switches and connections to the main room. He also noted that Schaghticoke was not built with duct work and so the Technology and Facilities departments need to talk about how to solve that problem. • Mr. Coppola asked if this would be brought before the June 7th Facilities Committee and Mr. Smith said he hoped to have the information by then. 	
11.	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p> <ul style="list-style-type: none"> • Mr. Coppola pointed out the upcoming New Milford Railroad Station Art Show and the Team Waramaug match with the Rotary Club at the Holiday Restaurant. He said Team Waramaug came in second overall at their most recent competition out of 70 competitors. • Mr. Smith said the Schaghticoke IMAX viewing was being subsidized by a teacher and student who submitted a proposal for a recycling billboard and won \$1,000. 	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p>
12.	<p>Adjourn</p> <p>Mrs. Chastain moved to adjourn the meeting at 8:46 p.m. seconded by Mr. McCauley and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn at 8:46 p.m.</p>

Respectfully submitted:

Wendy Faulenbach

Wendy Faulenbach

Secretary

New Milford Board of Education

**New Milford Board of Education
Special Meeting Minutes
May 27, 2016
Lillis Administration Building – Board Room**

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela C. Chastain (arrived at 6:45 p.m.) Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Dave Littlefield Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm Mayor David Gronbach, ex officio
Absent:	Mr. Robert Coppola

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Also Present:	Mr. Joshua Smith, Interim Superintendent of Schools Mr. Anthony Giovannone, Director of Fiscal Services and Operations Ms. Ellamae Baldelli, Director of Human Resources Dr. Eugenia Slone, Acting Assistant Superintendent
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1.	Call to Order	Call to Order
A.	Pledge of Allegiance The special meeting of the New Milford Board of Education was called to order at 6:30 p.m. by Mr. Lawson. The Pledge of Allegiance immediately followed the call to order.	A. Pledge of Allegiance
2.	Public Comment	Public Comment
	<ul style="list-style-type: none"> There was none. 	
3.	Discussion and Possible Action	Discussion and Possible Action
A.	Adjustments to 2016-2017 Board of Education Adopted Budget <ul style="list-style-type: none"> Mr. Lawson asked Superintendent Elect Smith to begin the discussion. Mr. Smith said that the budget's failure to pass by 18 votes was disappointing but he hoped it could be attributed to busy schedules and lack 	A. Adjustments to 2016-2017 Board of Education Adopted Budget

	<p>of attention versus a mandate. However, in light of the budget's failure to pass even if by a small amount, he said he thinks it is appropriate to look at adjustments. The Mayor reached out to him Wednesday morning with the request that the Board of Education meet to form a suggestion for the Town Council to consider early next week. Mr. Smith said he appreciated the suggestion as this was different from past practice where the town assigned an amount without BOE input.</p> <ul style="list-style-type: none">• Mr. Smith had indicated to the Board earlier in the week that there might be savings in insurance based on correspondence with actuaries. The actuarial figures did not take into account the \$400,000 offset that will be added from the internal service fund when the budget is approved by the voters. Mr. Smith said he recommends in the future that any internal service fund revenues be shown as a line in the budget for clarity. As they continued to delve further into the detail it was determined that the savings had already been captured at budget time so there was no overage from which to take.• Mrs. Faulenbach asked for further clarification regarding the insurance. She stated that in the past insurance numbers usually change in May. Mr. Smith said they changed only slightly.• Mr. Giovannone said there was only an approximately \$2,000 difference.• Mr. Smith said he was presenting a recommended cut of 0.5% this evening for discussion by the Board, bringing the proposed budget increase to 1.1% down from 1.6 %, and had prepared a handout with suggestions for discussion as to where that percentage might be taken.• Mrs. Faulenbach asked if this was developed with Central Office staff.• Mr. Smith said yes that the administrative team had spent several hours reviewing the budget and looking for suggestions that would not impact programs. He said he did not want to	
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come to the Board this evening with an arbitrary decrease and no suggestions as to how they might get there.

- Mr. Smith said the salary adjustment being suggested is possible due to the live tracking offered through Munis. The original budget was built on the AS 400 which was static. The live tracking of actual staff allows adjustments to be made to reflect newly hired staff whose salaries are less than those they are replacing. This was the case with several staff this year.
- Mrs. Faulenbach said she would like to see a breakdown by line.
- Mr. Schemm said the Operations subcommittee has been seeing this reflected each month in the certified staff line.
- Mr. Dahl asked for clarification as to the purpose of tonight's meeting: to determine how much of a cut should be recommended or where it should come from. Mr. Smith said the Town Council will not tell us where to cut, just the amount. He said we are trying to only determine a percentage at this time.
- Mrs. Faulenbach said she appreciated the Mayor reaching out to the Board but that she was unprepared for the specificity of tonight's discussion since she was under the impression they were going to be discussing an insurance adjustment. She resented not being given the opportunity to prepare.
- Mr. Lawson said he appreciated the opportunity to make a recommendation to the Town Council. He thinks a 0.5% decrease might meet with success. If the Board agrees, there is time to decide where that decrease will come from; the handout is only to give ideas. He said he was pleased with the suggestions made which do not propose any programming or staff cuts.
- Mayor Gronbach said he is not requesting actual cuts tonight. With the referendum to be held within a few week timeline, he is looking for the current conversation to be about the recommended percentage only. What does the

	<p>Board think it can cut and still fulfill its mission? He said it would perhaps help the Town Council to have ideas.</p> <ul style="list-style-type: none">• Mrs. McInerney said she appreciated the opportunity as well. Her concern is if they bring an itemized list of suggestions to the Town Council and the discussion goes somewhere else will the list then work against us.• Mr. Lawson said the list being discussed is simply a recommendation from the Superintendent to the Board of where reductions could perhaps be taken.• Mrs. McInerney asked for clarification regarding the general supplies on the list. Mr. Giovannone said these are office supplies not tied to instruction. Mr. Smith said there are no 611 line items included.• Mr. Lawson said the Board has been asked to make a recommendation. He asked for a motion to recommend a decrease of 0.5% to the Town Council.• Mrs. Faulenbach said she was in dissent. She is not sure 0.5% is the correct number and feels that it needs to be justified.• Mrs. Chastain asked why this change from past practice with the Town Council.• Mayor Gronbach said it was at his suggestion. He thought it would be helpful to the Town Council not to have to make an arbitrary cut but to ask the BOE to recommend and clarify. <p>Motion made by Mr. Dahl that the Board reduce the 2016-2017 Board of Education Adopted Budget by 0.5% and send that recommendation to the Town Council for discussion next week.</p> <p>Motion seconded by Mr. Schemm.</p> <ul style="list-style-type: none">• Mr. Schemm said he remembers seeing a presentation slide at budget time that gave a listing of BOE and final Town approved budgets which included an eight year average.	
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	<p>The BOE average was 2.76% and the Town approved was 0.94%. Mr. Schemm said he was not comfortable cutting more than 0.5% but feels the Board needs to be proactive versus reactionary. Looking at the historical background, it appears a 1.1% increase has a good chance of being approved by voters and would be supported in the second referendum.</p> <ul style="list-style-type: none">• Mrs. Faulenbach said she supports the concept of discussion but does not feel there is any discussion taking place, just a handout being distributed.• Mr. Dahl said he blamed the budget failure on voter apathy. He said he didn't think it was the Board's responsibility to publicize the budget more than they had. He said taxpayers can come to meetings any time if they want further explanation. He said 0.5% is the maximum cut he is willing to support.• Mayor Gronbach said the number is necessarily arbitrary since taxpayers don't provide a number or suggested cuts when they vote no. He said this is what we have to work with; there will always be an element of uncertainty.• Mr. McCauley said he appreciated the opportunity to discuss this recommendation and appreciated the work that went into the suggestions for cuts. Ultimately, specific cuts will be determined in June. He feels that additional voters will come out to support the budget at the second referendum.• Mrs. McInerney asked if we were overshooting and should propose 0.25% instead.• Mr. Lawson said he respects that the budget went down, if only by 18 votes, and that some action is necessary. He said he doesn't see why we are arguing about the suggested adjustments which he thinks are reasonable and do not affect programs.• Mrs. Faulenbach said she had a procedural question in that Mr. Lawson says "no one can argue with adjustments". She wants to clarify that the motion is about the 0.5% only.	
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New Milford Board of Education
Special Meeting Minutes
May 27, 2016
Lillis Administration Building – Board Room

Page 7

	Aye: Mr. Lawson, Mrs. Chastain, Mr. Dahl, Mr. Littlefield, Mr. McCauley, Mrs. McInerney, Mr. Schemm No: Mrs. Faulenbach	Adopted Budget by 0.5% and send that recommendation to the Town Council for discussion next week.
4.	Adjourn Mrs. Chastain moved to adjourn the meeting at 7:05 p.m., seconded by Mr. McCauley and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:05 p.m.

Respectfully submitted:



Wendy Faulenbach
Secretary
New Milford Board of Education

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education

Sarah Noble Intermediate School

New Milford, Connecticut

June 14, 2016

**** As of June 10, 2016**

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

1. ****Mrs. Shannon Lungariello**, English Teacher, New Milford High School

Move that the Board of Education accept the resignation of **Mrs. Shannon Lungariello** as an English Teacher at New Milford High School effective June 9, 2016.

Took position elsewhere

2. **Mrs. Nancy Mandeville**, Gr. 6 English Teacher, Schaghticoke Middle School

Move that the Board of Education accept the resignation of **Mrs. Nancy Mandeville** as a Gr. 6 English Teacher at Schaghticoke Middle School effective June 9, 2016.

Personal Reasons

3. **Mrs. Joy Marino**, Reading Consultant, Northville Elementary School

Move that the Board of Education accept the resignation, due to retirement, of **Mrs. Joy Marino** as a Reading Consultant at Northville Elementary School effective June 9, 2016.

Retirement

4. **Mrs. Amanda Silva**, Part-time Special Education Teacher, Faith Academy

Move that the Board of Education accept the resignation of **Mrs. Amanda Silva** as a Part-time Special Education Teacher at Faith Academy effective June 1, 2016.

Personal Reasons

b. NON-RENEWALS

1. None

2. CERTIFIED STAFF

a. APPOINTMENTS

1. ****Mr. Ryan Eberts**, Social Studies Teacher, New Milford High School

Move that the Board of Education appoint **Mr. Ryan Eberts** as Social Studies Teacher at New Milford High School effective August 25, 2016.

2016-2017 Salary: \$51,991 (step 1F)

Education History:

BA: Dickinson College

Major: Economics

MA: Sacred Heart University

Major: Education

Work Experience:

Long Term sub Newtown

Replacing: M. Dey (on LOA)

2. **Mr. Jonathan Fermo**, Math Teacher, New Milford High School
Move that the Board of Education appoint **Mr. Jonathan Fermo** as Math Teacher at New Milford High School effective August 25, 2016.
2016-2017 Salary: \$54,637 (step 3F)

Education History:
BE: Vanderbilt University
Major: Mechanical Engineering
MA: CUNY, City College
Major: Math Education, 7-12

Work Experience:
2 yrs. Teaching Fellow NYC BOE
3 yrs. Long Term sub New York

Replacing: E. Tracy

3. **Mrs. Candice Schiesel**, Social Studies Teacher, New Milford High School
Move that the Board of Education appoint **Mrs. Candice Schiesel** as Social Studies Teacher at New Milford High School effective August 25, 2016.
2016-2017 Salary: \$54,637 (step 3F)

Education History:
BA: WCSU
Major: History
MA: UCONN
Major: Curriculum & Instruction

Work Experience:
4 yrs. Region #1

Replacing: J. Elliott

3. **NON-CERTIFIED STAFF**
a. **RESIGNATIONS**

1. ****Mrs. Jane Barillaro**, Secretary to the Assistant Principal, Schaghticoke Middle School
Move that the Board of Education accept the resignation of **Mrs. Jane Barillaro** as Secretary to the Assistant Principal at Schaghticoke Middle School effective July 29, 2016.
2. ****Mrs. Kimberley Bautista**, Paraeducator, Sarah Noble Intermediate School
Move that the Board of Education accept the resignation of **Mrs. Kimberley Bautista** as Paraeducator at Sarah Noble Intermediate School effective June 30, 2016.

Took position elsewhere

Personal Reasons

4. **NON-CERTIFIED STAFF**
b. **APPOINTMENTS**

1. **Mrs. Jenifer Cramer**, Part-time Lab Assistant, New Milford High School
Move that the Board of Education appoint **Mrs. Jenifer Cramer** as Part-time Lab Assistant at New Milford High School effective August 25, 2016.
2. ****Mr. Segundo Encalada**, Custodian, Schaghticoke Middle School
Move that the Board of Education appoint **Mr. Segundo Encalada** as Custodian at Schaghticoke Middle School effective June 15, 2016.

3.8 hours per day for 186 days
@\$14.00 per hour

Replacing: A. Murphy

8 hours per day @\$21.71 per hour

Replacing: M. Teixeira

<p>5. Mr. Kevin Thompson, Marching Band Drumline Caption Head, New Milford High School <u>Move</u> that the Board of Education approve the resignation of Mr. Kevin Thompson as Marching Band Drumline Caption Head at New Milford High School effective May 25, 2016.</p>	Took position elsewhere
<p>6. Mr. Barry Zhou, Marching Band Visual Caption Head, New Milford High School <u>Move</u> that the Board of Education approve the resignation of Mr. Barry Zhou as Marching Band Visual Caption Head at New Milford High School effective May 27, 2016.</p>	Personal reasons
<p>8. BAND STAFF b. APPOINTMENTS</p>	
<p>1. Ms. Gina Carrozza, Marching Band Music/Visual Tech – Fall, New Milford High School <u>Move</u> that the Board of Education appoint Ms. Gina Carrozza as Marching Band Music/Visual Tech – Fall at New Milford High School effective August 15, 2016.</p>	2016-2017 stipend- \$947
<p>2. Ms. Taylor Davis, Marching Band Guard Assistant - Fall, New Milford High School <u>Move</u> that the Board of Education appoint Ms. Taylor Davis for Marching Band Guard Assistant - Fall at New Milford High School effective August 15, 2016.</p>	2016-2017 stipend- \$1895
<p>3. Ms. Allison Demers, Marching Band Guard Tech - Fall, New Milford High School <u>Move</u> that the Board of Education appoint Ms. Allison Demers as Marching Band Guard Tech - Fall at New Milford High School effective August 15, 2016.</p>	2016-2017 stipend- \$1419
<p>4. Mr. Liam Gallagher, Marching Band Music/Visual Tech - Fall, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Liam Gallagher as Marching Band Music/Visual Tech - Fall at New Milford High School effective August 15, 2016.</p>	2016-2017 stipend- \$947
<p>5. Mr. George Maloney, Marching Band Guard Director - Fall, New Milford High School <u>Move</u> that the Board of Education appoint Mr. George Maloney as Marching Band Guard Director - Fall at New Milford High School effective August 15, 2016.</p>	2016-2017 stipend- \$3749

<p>6. Mr. Zachary Whitlock, Marching Band Visual Tech - Fall, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Zachary Whitlock as Marching Band Visual Tech - Fall at New Milford High School effective August 15, 2016.</p>	<p>2016-2017 stipend- \$1419</p>
<p>9. COACHING STAFF</p>	
<p>a. RESIGNATIONS</p>	
<p>1. None</p>	
<p>10. COACHING STAFF</p>	
<p>b. APPOINTMENTS</p>	
<p>1. Mrs. Daniella Brooks, Girls' Assistant Cross Country Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mrs. Daniella Brooks as Girls' Assistant Cross Country Coach at New Milford High School effective August 25, 2016.</p>	<p>2016-2017 stipend- \$2210 Current staff member</p>
<p>2. **Mr. Greg LaCava, Boys' Varsity Soccer Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Greg LaCava as Boys' Varsity Soccer Coach at New Milford High School effective August 25, 2016.</p>	<p>2016-2017 stipend- \$4626</p>
<p>11. LEAVES OF ABSENCE</p>	
<p>1. Mrs. Katherine Ciparelli, Elementary Teacher, Sarah Noble Intermediate School <u>Move</u> that the Board of Education approve to extend an unpaid leave of absence for Mrs. Katherine Ciparelli through December 31, 2016.</p>	<p>Unpaid Leave of Absence</p>
<p>2. Mrs. Jennifer Singer, Elementary Teacher, Sarah Noble Intermediate School <u>Move</u> that the Board of Education approve to extend an unpaid leave of absence for Mrs. Jennifer Singer for the 2016-2017 school year.</p>	<p>Unpaid Leave of Absence</p>

**THE FOLLOWING ITEMS CAN BE FOUND ON THE
OPERATIONS WEB PAGE UNDER JUNE 7, 2016**

9. DISCUSSION AND POSSIBLE ACTION

- B. Monthly Reports
 - 1. Budget Position dated 05/31/16
 - 2. Purchase Resolution: D-687
 - 4. Request for Budget Transfers
- C. Gifts & Donations
 - 1. PTO – Exhibit B
- D. Bid Awards
 - 1. Food and Nutrition Services – Milk
 - 2. Food and Nutrition Services – Frozen Dessert
 - 3. Special Education - Occupational Therapy
 - 4. Special Education - Physical Therapy
 - 5. SMS Server Room(s) Cooling
- E. Grants
 - 1. Carl D. Perkins Grant
 - 2. Adult Education – El Civics for Work and Life Transitions
CCR ready Grant
- G. Adjustments to 2016-2017 Board of Education Adopted Budget

**THE FOLLOWING ITEMS CAN BE PREVIEWED IN THE
OFFICE OF THE ACTING ASSISTANT SUPERINTENDENT**

9. DISCUSSION AND POSSIBLE ACTION

- F. Approval of the Following Curricula
 - 1. Developmental Guidance K-2
 - 2. Accounting II College Level
 - 3. Business Law
 - 4. Introduction to Web Design
 - 5. Biology Honors
 - 6. Chemistry Honors
 - 7. Astronomy College Level

**THE FOLLOWING ITEMS CAN BE FOUND ON THE
OPERATIONS WEB PAGE UNDER JUNE 7, 2016**

9. ITEMS FOR INFORMATION AND DISCUSSION

- B. Annual Emergency Preparedness Report
- C. Annual Wellness Report
- D. John J. McCarthy Observatory Annual Report

APPROVED FIELD TRIPS

June 2016

<u>School</u>	<u>Grade/Dept.</u>	<u>Trip Date</u>	<u>Day(s) of the Week</u>	<u># of Students</u>	<u># of Adults</u>	<u>Destination</u>	<u>Subs</u>	<u>Student Cost</u>
NES	1-2	5/19/16	Thursday	50	2	Chestnut Grove Nursing Home- Choral Concert	1	\$0
HPS	2	5/20/16	Friday	130	7	SNIS: Transition field trip for HPS Students	0	\$0
NMHS	10-12	5/24/16	Tuesday	60	3	Brookfield High School:	2	\$0
NES	2	5/27/16	Friday	147	10	SNIS: Transition field trip for NES Students	0	\$0
SMS	6-8	5/31/16	Tuesday	54	2	SNIS Music	1	\$0
SMS	6	5/31/16	Tuesday	10	2	SNIS: Transition meeting with Grade 6 Students (Q&A)	0	\$0
NMHS	11-12	5/31/16	Tuesday	45	2	HPS: Children's Lit class	0	\$0
NES	2	6/6/16	Monday	30	6	SNIS: SpEd Transition trip	0	\$0
NMHS	9-12	6/11/16	Saturday	60	2	WCSU: Band playing at Graduation	0	\$0



NEW MILFORD PUBLIC SCHOOLS
Office of the Acting Assistant Superintendent

50 East Street
New Milford, Connecticut 06776
(860) 354-3235 FAX (860) 210-2643

TO: Josh Smith, Interim Superintendent
FROM: Dr. Genie Slone, Acting Assistant Superintendent
DATE: May 11, 2016
RE: Textbook Previews – Grades 11-12, 9-12

JS

The textbook listed below will be brought before the Board of Education for adoption at the June Board of Education meeting. Board members may review the books, which will be located in the Acting Assistant Superintendent's office, between the hours of 8:00 a.m. and 4:00 p.m.

12 Years a Slave by Solomon Northup (Hesperus Press Limited) Grades 11-12

This is an eloquently written memoir of Solomon Northrup, a free black man in New York, who is kidnapped and sold into slavery, leaving his job, wife and family. His bondage lasted 12 years. This is his account of Plantation life for men, women, and children slaves. This book will be used in the Literature & Media Studies class.

D'Accord! Langue et Culture (Vista Higher Learning) Grades 9-12


D'Accord! is designed to get today's students speaking accurately and confidently in French. Each lesson incorporates engaging, dramatic, and authentic videos, literary and cultural readings, and integrated technology tools to promote skill building into cultural understanding.

The present text has outdated vocabulary and cultural references and is not aligned with the new French AP standards.

**New Milford Board of Education
Policy Sub-Committee Minutes
May 17, 2016
Lillis Administration Building, Room 2**

Present: Mr. J.T. Schemm, Chairperson
Mrs. Wendy Faulenbach
Mr. Dave Littlefield
Mrs. Tammy McInerney

Also Present: Mr. Joshua Smith, Superintendent-Elect
Ms. Ellamae Baldelli, Director of Human Resources
Ms. Roberta Pratt, Director of Technology

1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mr. Schemm.	Call to Order
2.	Public Comment <ul style="list-style-type: none">There was none.	Public Comment
3.	Item of Information A. Human Resources Use of LiveScan <ul style="list-style-type: none">Ms. Baldelli said the memorandum of understanding for this program is a "take it or leave it" document which cannot be changed. She said there is money budgeted for the machine and it would be beneficial to use since fingerprinting is currently done with ink which does not always take and requires a longer time for results. She said this project is in a holding pattern at the moment because the state is changing vendors which could take up to two years. She is working with them to push through the district's request but is not optimistic.Mrs. McInerney asked if the money could be rolled over to next year if not used for this project and Ms. Baldelli said it could not.Mr. Smith said, in a case like this, a line item adjustment will be requested to use the money in another capacity.	Item of Information A. Human Resources Use of LiveScan <div style="text-align: center;"> RECEIVED TOWN CLERK 2016 MAY 19 P 1:32 NEW MILFORD, CT</div>

<p>4.</p> <p>A.</p>	<p>Discussion</p> <p>Policies for Review</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked why these policies were chosen for discussion. • Mr. Smith said that there is a great deal of work at the state level on standards based assessment and mastery based learning which may impact the current policies we have regarding how we grade, report etc. The policies are brought for review to see what adjustments, if any, the committee may want to make in the future. • Mrs. Faulenbach asked to clarify that the changes are not required by legal statute but would be philosophical in nature and Mr. Smith said that is correct. <p>1. 5121.2 Eligibility for Honor Rolls</p> <ul style="list-style-type: none"> • Mr. Smith said this policy leads to a discussion of what we want to recognize for achievement as a district and how we ensure calibration amongst teachers for equity. Right now we have three levels of honor roll which leads to very close differentiation. Some districts are moving to the opposite extreme where they are getting rid of gpa (grade point average) and other single points of measurement altogether. • Mr. Littlefield said the honor roll does not consider the level of the course either so some students taking more challenging courses place lower. Mr. Smith said in a worst case that can lead to students electing not to take the more challenging courses so as not to take the chance of affecting their gpa or making the honor roll. • Mr. Schemm said he has an issue with the crudeness of the numeric absolute required of teachers. He is also concerned about FERPA rights too of listing student names in the published honor roll. • Mrs. Faulenbach said she thought it was a good 	<p>Discussion</p> <p>A. Policies for Review</p> <p>1. 5121.2 Eligibility for Honor Rolls</p>
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time to have this discussion and that she would be interested in seeing what other districts are doing and whether or not their policies have been updated. Staff and parents could be asked for recommendations as well. Then the committee could discuss if changes need to be made.

2. 5124 Reporting to Parents/Guardians – Report Cards

- Mr. Schemm said this policy is being reviewed primarily due to the advent of the parent portal.
- Mr. Smith said the policy refers to a homework hotline which the district no longer offers. He also questioned whether progress reports were needed any longer in schools that have the parent portal which parents can access daily. He said currently the policy does not mention the online grading system or define any expectations associated with it.
- Mr. Littlefield asked if every teacher is required to use the parent portal. Mr. Smith said SMS and NMHS teachers are required to enter grades. At the elementary level it is primarily attendance data for now with work being done to add assessment in the future.
- Mrs. Faulenbach asked if suggested changes would be incorporated in next year's student handbook and Mr. Smith said changes would require a longer conversation over several meetings.
- Mrs. McInerney said she would like any policy revisions referencing technology to be generalized in nature versus mentioning specific forms since technology grows so quickly.
- Mrs. Faulenbach said policies ideally provide a broad overview for the district's constantly evolving structure.

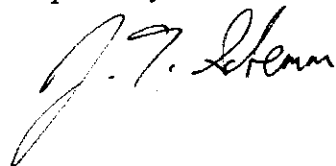
2. 5124 Reporting to Parents/Guardians – Report Cards

	<p>3. 6141.322 Computers: Web Sites/Pages</p> <ul style="list-style-type: none"> • Mr. Smith said this policy currently does not mention the parent portal, teacher websites or social media. He said the language is not necessarily representative of current culture. • Mrs. McInerney noted that the policy was last reviewed in 2004. She noted that it specifies that no student pictures are allowed on sponsored webpages and asked if this is a problem for twitter use. • Mr. Smith said the district wants to encourage staff to provide communication quickly and frequently but currently there are no guidelines. • Mr. Schemm suggested CABA be contacted for legal guidance. • Mrs. Faulenbach agreed and suggested the Board attorney be contacted as well. She also suggested that we reach out to other districts to see how we compare with what they are doing. • Mr. Schemm said he thinks the district is ahead of the curve in its use of social media and is doing it well but we should get guidance to be cautious. • Mrs. McInerney said she too is proud of what the district is doing in this area and just wants to ensure we are following privacy guidelines. • Mrs. Faulenbach said she had previously served on district technology committees and asked if there is one now. Mr. Smith said he and Ms. Pratt are looking at restructuring the committee to smaller school/grade based groups. <p>4. 5131.81 Electronic Devices</p> <p>B. Regulation for Review</p> <p>1. 5131.81 Bring Your Own Device (B.Y.O.D.)</p> <ul style="list-style-type: none"> • Mr. Schemm said the policy has an accompanying regulation as well. Mr. Smith said the Board sets policy and then the administrative regulation flows from that. 	<p>3. 6141.322 Computers: Web Sites/Pages</p> <p>4. 5131.81 Electronic Devices</p> <p>B. Regulation for Review</p> <p>1. 5131.81 Bring Your Own Device (B.Y.O.D.)</p>
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	<ul style="list-style-type: none"> • Mr. Schemm suggested we look at other district's policies in this case, similar to what we are doing with those previously discussed this evening. • Mr. Smith said he attended a CAPSS Technology Committee meeting in Hartford today. CAPSS is working on a technology report research document concerning emerging and sunsetting technology in schools that should be released in the fall and will provide some guidance in this area. • Mrs. McInerney asked how changes would be incorporated with students who already sign a use agreement. Mr. Smith said disciplinary structures and classroom management are used to help with implementation of the policy and regulation. 	
5.	<p>Public Comment</p> <ul style="list-style-type: none"> • Lisa Mosey, a teacher at SMS, said what is missing from the discussion tonight is that the Board doesn't see what the teachers see on a daily basis. She said teachers embrace technology in the classroom but student phones cause daily issues that are difficult to deal with. She said phones should be in lockers not class. • Jill Ross, a teacher at SMS, said the students now have watches that they can use to take pictures of exams, resulting in cheating, and that is very frustrating. • Angela Herdter, a teacher at SMS, said the students are using their devices to bully other students over social media, starting in school and then continuing when they go home. She said the phones should be put away in lockers. She said trying to control their use takes away valuable lesson time and they can use other technology for the same things. She said current usage is allowing students to damage each other in school. • Christine Cahalane, a teacher at SMS, said phones create a climate in the classroom that is 	Public Comment

	not academic worthy, creating distractions with social media, and phones should be put away in lockers.	
6.	Adjourn Mrs. Faulenbach moved to adjourn the meeting at 7:37 p.m. seconded by Mrs. McInerney and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:37 p.m.

Respectfully submitted:



J.T. Schemm, Chairperson
Policy Sub-Committee

**New Milford Board of Education
Committee on Learning Minutes
May 17, 2016
Lillis Administration Building, Room 2**

Present: Mr. William R. Dahl, Chairperson
Mr. Dave Littlefield
Mr. Brian McCauley
Mrs. Tammy McInerney

Also Present: Mr. Joshua Smith, Interim Superintendent of Schools
Dr. Eugenia Slone, Acting Assistant Superintendent of Schools
Ms. Ellamae Baldelli, Director of Human Resources
Ms. Roberta Pratt, Director of Technology
Mr. Eric Williams, NMHS Assistant Principal
Ms. Sara Del Mastro, NMHS Science Dept. Chair
Mrs. Corby Kennison, K-3 Math Coach
Mrs. Cortni Muir, Grades 4-7 Math Coach
Mr. Michael Clyne, Data Coach
Dr. Len Tomasello, SMS Principal
Dr. Chris Longo, SMS Assistant Principal
Mrs. Jennifer Chmielewski, SMS Assistant Principal
Mrs. Kerri Adakonis, SMS Assistant Principal

RECEIVED
TOWN CLERK

2016 MAY 19 P 1:31

NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Committee on Learning was called to order at 7:39 p.m. by Mr. Dahl.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Review and Approval of Curriculum • Mr. Dahl said these are all revisions to curricula and he would consider them altogether for a motion following the presentations. 1. Developmental Guidance K-2 • Dr. Slone said counselors and a special education teacher revised this curriculum based on three standards: personal, social, and academic/career. There are seven units	Discussion and Possible Action A. Review and Approval of Curriculum 1. Developmental Guidance K-2

	<p>altogether which focus on age/grade appropriate discussions.</p> <ul style="list-style-type: none"> • Mr. Dahl said he appreciated the key to common core standards and would like to see that in all guides. • Mr. McCauley asked if this was offered to all students and how often. Dr. Slone said all K-2 students receive instruction. Mr. Smith said the program alternates with Health instruction. • Mr. Dahl asked if this is carried through to middle school. Mr. Smith said it does but shifts to focus more on risk behaviors. 	
2. Accounting II College Level	<ul style="list-style-type: none"> • Mr. Williams said this full year course focuses on actual accounting practices and is similar to a college 101 course. • Mr. Dahl asked why Accounting I was not a prerequisite. Mr. Smith said it is so as not to limit student access since students can enter through courses such as Personal Finance and other courses such as Pre-Calculus. • Mr. Dahl said he really liked the performance tasks used. 	2. Accounting II College Level
3. Business Law	<ul style="list-style-type: none"> • Mr. Williams said this is a half year elective course which focuses on the ethical and morale nature of business law. The material used is heavy on current events such as corporate scandals and case studies so it changes frequently. It uses criminal and civil law as well when it ties into the business aspect. The class typically takes a field trip to Bantam Court where they meet with a judge. It also may include a Mock Trial piece. • Mrs. McInerney asked if it includes a forensics piece and Mr. Williams said that course is taught separately. 	3. Business Law

<p>4.</p> <p>5.</p> <p>6.</p> <p>7.</p>	<p>Introduction to Web Design</p> <ul style="list-style-type: none"> • Mr. Williams said this is a half year elective course which focuses on code, formatting and design concepts. The end goal is to have an electronic portfolio to show. • Mr. Dahl said he thought this curriculum was very well done. • Mrs. McInerney asked why this course was in the business section and not the arts section since design is part of the curriculum. Mr. Williams said Business is considered part of the Practical Arts and that the course focuses more on the coding, formatting aspect, with the artistic piece being secondary. <p>Biology Honors</p> <ul style="list-style-type: none"> • Ms. Del Mastro said the focus with the three revisions presented tonight is on aligning to the next generation science standards that were formally adopted this year. The shift is in sequencing and pacing primarily. • Biology has five major units with a heavy emphasis on hands on learning. <p>Chemistry Honors</p> <ul style="list-style-type: none"> • Ms. Del Mastro said this course has eleven units and features extensive lab use. • Mrs. McInerney asked if these are elective courses. Ms. Del Mastro said students must take three credits of science to graduate and usually follow a sequence. <p>Astronomy College Level</p> <ul style="list-style-type: none"> • Ms. Del Mastro said this is a half year elective course which is usually offered twice a year due to heavy student interest. They are increasing their partnership with the observatory and the teacher is a volunteer there. Students visit during the day 	<p>4. Introduction to Web Design</p> <p>5. Biology Honors</p> <p>6. Chemistry Honors</p> <p>7. Astronomy College Level</p>
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	<p>and are also required to make two visits outside of class, preferably at night.</p> <ul style="list-style-type: none"> • Mrs. McInerney asked if other observatories are visited, such as college level. Ms. Del Mastro said the observatory at the high school is more advanced than most colleges. The class does typically visit the National History Museum in New York as a field trip. • Mr. Littlefield said the observatory is a wonderful resource and mentioned the recent viewing of Mercury by hundreds of students. • Ms. Del Mastro said they are coordinating with advisories at the high school to foster a volunteer program for the observatory with students in other classes. She said the AP students are currently designing a water feature for the garden. • Mr. Smith commended Ms. Del Mastro and her department on the great job they did in rewriting to the standards. <p>Mrs. McInerney moved to bring the following curricula to the full Board for approval: Developmental Guidance K-2, Accounting II College Level, Business Law, Introduction to Web Design, Biology Honors, Chemistry Honors, and Astronomy College Level, seconded by Mr. McCauley and passed unanimously.</p>	<p>Motion made and passed unanimously to bring the following curricula to the full Board for approval: Developmental Guidance K-2, Accounting II College Level, Business Law, Introduction to Web Design, Biology Honors, Chemistry Honors, and Astronomy College Level.</p>
4.	Items of Information	Items of Information
A.	<p>Using Math Data to Inform Math Teaching and Learning in the District</p> <ul style="list-style-type: none"> • Dr. Slone said Mr. Dahl had requested an update on the coaches' role. She said all work is grounded in student achievement: what it looks like and how we measure it. • Mr. Clyne gave examples of some of the reports they create and share with teachers that are designed to provide individual student data and student data for 	<p>A. Using Math Data to Inform Math Teaching and Learning in the District</p>

comparison.

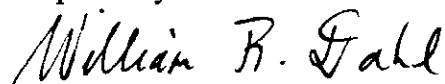
- Mrs. Muir said they are working on common end of unit assessments aligned with standards by grade as well as rubrics for teacher use.
- Mr. Clyne said one of the reports provided to teachers is a heat map based on the MPI (meets, proficient, or improving) system of standards mastery. Teachers can easily see where their students fall and use the data for intervention or challenge as needed. This data also helps with the WIN math intervention groups.
- Mrs. McInerney asked if all students participate in WIN. Dr. Slone said they do. WIN stands for "What I Need" and as such includes both intervention and enrichment pieces. Groups are fluid with students moving in and out as needed.
- Mrs. Muir said the reports are great tools for report cards and parent discussions as well.
- Mrs. Kennison said the coaches attend teacher PLC (Professional Learning Community) meetings where the focus is on looking at math practice standards with teachers. Coaches also go into classes when invited and model learning in conjunction with the teacher. They provide teachers tools for strategy and do individual consults if requested.
- Moving forward the coaches are working on creating common performance tasks at each grade level, blind scoring and scoring calibration of unit assessments, and professional development for PLCs.
- Mr. McCauley asked how often the coaches go into each class. Mrs. Kennison said since it is by invitation it varies by time and unit. They see all teachers through PLCs.
- Mr. McCauley asked how the coach approaches a class that has shown issues in the data with test results. Mrs. Kennison said they share the data with the teacher with an offer to work together if the teacher wishes.

<p>B.</p>	<p>SMS Daily Schedule Revisions for 2016-2017: A Preliminary Look</p> <ul style="list-style-type: none"> • Dr. Tomasello said this process has been ongoing for eight months and it has been a true team effort involving all four assistants and the general staff. They have been looking at how to use personnel and time resources most effectively for student learning opportunities and to strengthen the professional learning community. • Mrs. Chmielewski said the emphasis this year was to smoothly transition the 6th grade to their new school. Going forward, the emphasis is to align the structure of the 6th grade with that of the 7th and 8th grades. • Dr. Longo said the new schedule will include realignment of 6th grade instructional teams to three teams; integration of reading and writing (ELA); reassignment of literacy teachers; implementation of grade level content area PLC time; orchestra during school; and increased Unified Arts (UA) opportunities and decreased study halls for 6th grade. • Mr. Dahl asked if UA will only increase for 6th grade. Mrs. Chmielewski said 7th grade will see an increase in Health and 8th grade will increase PLTW and Practical Arts opportunities. • Mr. Dahl asked if ELA will only take place in 6th grade. Mrs. Chmielewski said yes, at the 7th and 8th grade level students will take a language or remedial reading. • Mr. Smith commended the group on the tremendous work done to increase student instruction without adding staff or budgetary funds. He said he thought the expansion of Health was very important. • Mrs. McInerney said the staff deserves credit as that school bore the brunt of the transition. She commended them on the work done to move the school forward and will be excited to see their progress. 	<p>B. SMS Daily Schedule Revisions for 2016-2017: A Preliminary Look</p>
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<p>C.</p>	<p>Middle School Coaches for 2016-17: A Proposal</p> <ul style="list-style-type: none"> • Dr. Slone said PLC time is now included in the SMS schedule moving forward and as such she is suggesting the addition of an additional coach for the district, something that had already been discussed at budget time. The proposal is to assign two coaches to the K-2 level, and one coach each as SNIS and SMS. The cost would be budget neutral due to the concentration of teams at the 6th grade level. • Mr. Smith said the budget is not static and they are constantly looking at staff efficiencies to improve district structure and fill areas of need. • Mrs. McInerney said she supports this proposal. It will cut down on travel time by the coaches and make them more accessible to staff. • Mr. Dahl said his only concern is whether the district has someone qualified to do all areas at SMS. • Mr. Smith said even if the person in the position is stronger in one area than another it will still be an upgrade. Having someone to assist with data to help plan future lessons will be a huge asset to teachers. • Mr. Dahl asked what the next step is and Mr. Smith said a line item adjustment to the budget will be requested at the next Operations meeting but he wanted to have the discussion here for transparency. • Mr. Littlefield said he supports the concept. 	<p>C. Middle School Coaches for 2016-17: A Proposal</p>
<p>D.</p>	<p>“Word Study” in the K-5 Academic Program</p> <ul style="list-style-type: none"> • Dr. Slone said the K-5 schools have been reviewing their daily schedules and will refine then at the K-2 level to explicitly include thirty minutes of “word study” time for grammar, punctuation, spelling and vocabulary development. Testing has shown 	<p>D. “Word Study” in the K-5 Academic Program</p>

E.	<p>a need for increasing student achievement in this area. November professional development will include a presentation in this area as well.</p> <p>Current Enrollment for 2016-17 NMHS Elective Courses</p> <ul style="list-style-type: none"> • Dr. Slone presented the tallies so far for the 2016-17 school year for electives at NMHS. At this time, seven courses are below 10 students. These include Architectural Drafting, CAD, German and AP Art. Courses have been combined in an effort to increase numbers where possible. She said this speaks to the district's ability to maintain a comprehensive high school that appeals to a wide variety of students. • Mr. Dahl asked if this will be re-examined in the fall when students may drop or pick up a course. Mr. Smith said that would be the case. • Mr. Smith said the additional credit requirement should ultimately lead to higher numbers as well. • Mr. Dahl said this would be Dr. Slone's last meeting with the Committee on Learning and he thanked her for her work. 	E. Current Enrollment for 2016-17 NMHS Elective Courses
5.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	Public Comment
6.	<p>Adjourn Mrs. McInerney moved to adjourn the meeting at 9:35 p.m. seconded by Mr. Littlefield and passed unanimously.</p>	<p>Adjourn Motion made and passed unanimously to adjourn the meeting at 9:35 p.m.</p>

Respectfully submitted:



William R. Dahl, Chairperson
 Committee on Learning

**New Milford Board of Education
Facilities Sub-Committee Special Meeting Minutes
June 7, 2016
Sarah Noble Intermediate School, Library Media Center**

Present: Mr. Robert Coppola, Chairperson
Mrs. Angela C. Chastain
Mr. Bill Dahl
Mr. David A. Lawson

Also Present: Mr. Joshua Smith, Superintendent Elect
Mr. Anthony Giovannone, Director of Fiscal Services and Operations
Mr. Kevin Munrett, Facilities Manager
Mr. Nestor Aparicio, Assistant Facilities Manager
Ms. Roberta Pratt, Director of Technology
Ms. Ellamae Baldelli, Director of Human Resources

RECEIVED
TOWN CLERK
2016 JUN 9 P 12:07

NEW MILFORD, CT

1.	Call to Order The special meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. Coppola.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. NMHS Air Handler Motor #4 • Mr. Munrett said there was an issue with the #4 motor of the small chiller when it was started up this year. It has been determined to be beyond repair and a replacement is needed. He said the estimated cost is \$5,000 but the vendor will also be giving the district a credit for removal so the actual cost will be lower.	Discussion and Possible Action A. NMHS Air Handler Motor #4
4.	Items of Information A. Overtime Update • Mr. Munrett said the unexpended funds in this line are being used to handle work order requests and jump start summer projects. He said this is a win/win situation as there are several big projects this summer.	Items of Information A. Overtime Update

<p>B. Summer Projects</p> <p>1. NMHS Chiller</p> <ul style="list-style-type: none"> • Mr. Munrett said the vendor has received the bid award letter and the chiller is on order. <p>2. SNIS Catwalk</p> <ul style="list-style-type: none"> • Mr. Munrett said the steel is in production for this project. <p>3. SMS Roof</p> <ul style="list-style-type: none"> • Mr. Munrett said this project is starting full steam on Friday since school will no longer be in session. • Mr. Lawson asked that the Board be updated on progress over the summer. • Mr. Smith said he would include summer projects in his weekly updates as appropriate. • Mr. Coppola confirmed that the removal of any potential hazardous material would occur while schools are closed for the summer and Mr. Munrett said that was correct. He said the plan is to complete a full layer of roofing prior to school reopening so that the building is water tight. He said the contract specifies that all work be done prior to the winter season. • Mr. Dahl asked if other roofs in the district have been studied. Mr. Smith said a review of district roofs was done within the past few years by the Garland Company which gave an assessment of all roofs, an order for repair/replacement, and timeline for consideration of future roof work. <p>4. Turf Field</p> <ul style="list-style-type: none"> • Mr. Munrett said this project is really coming to life. Carpeting is going in this week. • Mr. Coppola asked if the fields would be 	<p>B. Summer Projects</p> <p>1. NMHS Chiller</p> <p>2. SNIS Catwalk</p> <p>3. SMS Roof</p> <p>4. Turf Field</p>
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	<p>available in August for our athletes and Mr. Munrett said they would be.</p> <ul style="list-style-type: none"> • Mr. Coppola said he wanted it noted that the project remains within the budget framework even with some changes made to the overall scope. • Mr. Munrett said his department will begin training within the next few weeks regarding field maintenance. • Mr. Dahl asked if there were any plans for a ceremonial opening. Mr. Smith said a ribbon cutting is planned for the first home football game in the fall but there might be smaller recognitions prior to that. • Mr. Smith said he, Principal Greg Shugrue and Athletic Director Keith Lipinsky met with Turf Field committee members Mrs. Wendy Faulenbach and Mr. Pete Bass to discuss the scheduling piece for field usage. They are looking at how other districts manage and prioritize their existing turf fields and reviewing options. The goal is to have the process in place before fields open. • Mr. Coppola asked who would schedule. Mr. Smith said typically requests start with the Athletic Director for fields. The goal will be to use this valuable resource to its capacity. • Mr. Coppola asked for clarification on the sidewalk issue that he has seen raised in the local paper. Mr. Smith said this is not directly part of the turf field project. Funds were requested from capital reserve earlier in the year for Office of Civil Rights compliance. The cost for the project is reduced by having the work done by the same contractor as part of an ongoing project. The Board of Education will pay the contractor directly for this part of the project. 	
5.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	Public Comment

**New Milford Board of Education
Facilities Sub-Committee Special Meeting Minutes
June 7, 2016
Sarah Noble Intermediate School, Library Media Center**

Page 4

6.	Adjourn Mr. Dahl moved to adjourn the meeting at 7:04 p.m., seconded by Mrs. Chastain and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:04 p.m.
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Respectfully submitted:



Robert Coppola, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Special Meeting Minutes
June 7, 2016
Sarah Noble Intermediate School, Library Media Center**

Present: Mrs. Wendy Faulenbach, Chairperson
Mr. Robert Coppola
Mr. Brian McCauley
Mr. J.T. Schemm

Also Present: Mr. Joshua Smith, Superintendent Elect
Ms. Ellamae Baldelli, Director of Human Resources
Mr. Anthony Giovannone, Director of Fiscal Services and Operations
Ms. Roberta Pratt, Director of Technology
Mr. Kevin Munrett, Facilities Manager
Mr. Nestor Aparicio, Assistant Facilities Manager
Mrs. Sandra Sullivan, Director of Food and Nutrition Services

RECEIVED
TOWN CLERK
2016 JUN -9 P 12:07

NEW MILFORD, CT

1.	Call to Order The special meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mrs. Faulenbach.	Call to Order
2.	Public Comment <ul style="list-style-type: none">There was none.	Public Comment
3.	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence <ul style="list-style-type: none">Ms. Baldelli said she would have a revised Exhibit A for next week's Board meeting.Mr. Coppola asked if there were any more retirements and Ms. Baldelli said not at this time.Mr. Coppola asked about the several band position resignations, specifically Mr. Polhemus. Ms. Baldelli said Mr. Polhemus had resigned from a stipend position and not his teaching position at SMS. She said the band positions change over frequently as they require a significant time commitment.Mr. Coppola said he was pleased to provide Mrs. Singer, last year's New Milford teacher	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence

	<p>of the year, with additional leave as requested but disappointed she was not back teaching yet.</p> <p>Mr. McCauley moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>Motion seconded by Mr. Schemm.</p> <p>Motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 5/31/16 2. Purchase Resolution D-687 3. Request for Budget Transfers <ul style="list-style-type: none"> • Mr. Giovannone distributed an updated Budget Position and said he would provide an additional update for the full Board meeting next week. • Mrs. Faulenbach asked about the certified staff line and Mr. Giovannone said it reflects summer pays to teachers. • Mr. Coppola asked about the projected end of year balance and Mr. Giovannone said it is at roughly 1% of the budget now with adjustments still coming, so we are in good shape. • Mrs. Faulenbach said last year there were unexpected revenues in Medicaid and excess costs and asked for the projection for this year. Mr. Smith said if anything excess costs are anticipated to be less than budgeted. He said athletic gate fees are down too due to the field project. • Mr. Schemm said he appreciates the new format. He likes both the real time reporting and projection and finds them both helpful, especially since this is a budget driver. • Mr. Giovannone said the purchase resolution contains some end of year projects such as the therapeutic program at the high school, the cooling of the server room and closets, and 	<p>Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 5/31/16 2. Purchase Resolution D-687 3. Request for Budget Transfers
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	<p>catwalk.</p> <ul style="list-style-type: none"> • Mr. Schemm asked about the Dell computers for SNIS. Ms. Pratt said they tie to the refresh cycle. The district waited until the end of the year to purchase in order to make sure the funds were not needed for other unanticipated expenses. Ms. Pratt said they replace computers that are seven to nine years old. • Mr. Schemm asked about the adjustment involving the therapeutic program. Mr. Smith said excess costs had been budgeted at 70% for next year but current thinking is that it will be 65%. Since the therapeutic program is being funded with this year's money, the funds budgeted for that program next year are able to be reallocated to cover the expected reduction in excess cost revenue. • Mr. Coppola thanked Mr. Giovannone for the clarity of the transfer report and the continued practice of transferring within departments. • Mr. Giovannone said the transfer document would be revised for the full Board meeting to reflect tonight's discussion regarding the purchase resolution. • Mrs. Faulenbach asked if Mr. Smith anticipated discussion of additional end of year projects next week and Mr. Smith said yes. • Mrs. Faulenbach asked if the capital item was in the five year plan and Mr. Munrett said no, that it was an unexpected need. <p>Mr. Coppola moved to bring the monthly reports: Budget Position dated 5/31/16, Purchase Resolution D-687, and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p>	
C. Gifts & Donations 1. PTO – Exhibit B	<p>Mr. Coppola moved to bring Gifts and Donations:</p>	<p>Motion made and passed unanimously to bring the monthly reports: Budget Position dated 5/31/16, Purchase Resolution D-687, and Request for Budget Transfers to the full Board for approval.</p> <p>C. Gifts & Donations 1. PTO – Exhibit B</p> <p>Motion made and passed</p>

	<p>PTO – Exhibit B to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mr. Coppola thanked the PTO for their donation. • Mr. Schemm said he was happy to see money being spent in town on great programs like those offered at the Pratt Center for example. <p>Motion passed unanimously.</p> <p>D. Bid Awards</p> <p>1. Food and Nutrition Services – Milk</p> <ul style="list-style-type: none"> • Mr. Coppola asked if having only one bidder was unusual and he also asked to know the dollar amount of the bid. • Mrs. Sullivan said she did not know why only one bid; historically there have been two or three. She said the district had used Wades in the past. She said it was a per unit bid of 20 cents per unit with roughly 2000-2200 units used per day. Mr. Smith said the bid would total approximately \$80,000 based on those figures. <p>2. Food and Nutrition Services – Frozen Dessert</p> <ul style="list-style-type: none"> • Mr. Coppola asked why the bidder was chosen and the dollar amount. Mr. Giovannone said he did not have the dollar amount at hand but would provide it for the full Board meeting. • Mrs. Sullivan said there were 20 items on the bid and the company not chosen only bid on three, so could not service to full capacity. • Mrs. Faulenbach asked if we had used the company before and Mrs. Sullivan said they are the current provider. • Mr. Schemm asked for clarification that the Food Services program is self-sustaining and does not affect the district’s operating budget. Mr. Smith said that is correct but if for some 	<p>unanimously to bring Gifts and Donations: PTO – Exhibit B to the full Board for approval.</p> <p>D. Bid Awards</p> <p>1. Food and Nutrition Services – Milk</p> <p>2. Food and Nutrition Services – Frozen Dessert</p>
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	<p>reason it became not self-sustaining then the budget would have to support it.</p> <ul style="list-style-type: none"> • Mr. Schemm asked if it was appropriate for the Board to approve bids in this case. Mr. Smith said this has been the historical practice. <p>3. Special Education - Occupational Therapy</p> <p>4. Special Education - Physical Therapy</p> <ul style="list-style-type: none"> • Mr. Coppola asked why the district does not hire personnel directly for these services. Mr. Smith said contracting is less expensive and gives more flexibility in how student services are provided. • Mrs. Faulenbach said she would like to see a memo with more detail on how the bid reflects dollar-wise with past services and what the determination was for the recommendation. Mr. Giovannone said he would provide that for next week's meeting. <p>5. SMS Server Room(s) Cooling</p> <ul style="list-style-type: none"> • Mr. Smith said the number quoted on the purchase resolution is reflected here. • Mr. McCauley asked why there was only one bidder. Mr. Giovannone said it was probably due to the tight timeframe required for the project to be completed. • Mr. Schemm asked what the cost is of the equipment in the room. Mr. Smith said between the server room and closets the cost is in the six figures. Ms. Pratt said it would be devastating to the district if there was a problem and the equipment is not protected. <p>Mr. Coppola moved to bring the bid awards for Food and Nutrition Services – Milk; Food and Nutrition Services – Frozen Dessert; Special Education – Occupational Therapy; Special Education – Physical Therapy; and SMS Server Room(s) Cooling to the full</p>	<p>3. Special Education - Occupational Therapy</p> <p>4. Special Education - Physical Therapy</p> <p>5. SMS Server Room(s) Cooling</p> <p>Motion made and passed unanimously to bring the bid awards for Food and Nutrition Services – Milk; Food and Nutrition Services – Frozen Dessert; Special</p>
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	<p>Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>E. Grants</p> <p>1. Carl D. Perkins Grant</p> <ul style="list-style-type: none"> Mr. Smith said this grant helps fund business courses at the high school. It is an annual, non-competitive grant. Mr. Coppola asked if the request is similar to that in the past and Mr. Smith said yes. <p>2. Adult Education – El Civics for Work and Life Transitions CCR ready Grant</p> <ul style="list-style-type: none"> Mr. Smith said this is an entitlement grant which requires matching funds. It is very similar to last year’s request. He said the grant expands the culinary partnership begun this year. <p>Mr. Coppola moved to bring the Carl D. Perkins Grant and Adult Education – El Civics for Work and Life Transitions CCR ready Grant to the full Board for approval.</p> <p>Motion seconded by Mr. Schemm.</p> <p>Motion passed unanimously.</p> <p>F. Recommended Adjustments to 2016-2017 Budget</p> <ul style="list-style-type: none"> Mr. Smith said the top of the chart reflects the Town Council reduction of May 31, 2016. Mrs. Faulenbach asked for clarification on the insurance reduction. Mr. Smith said that has been clarified since the May 31st meeting and it has been determined that the reduction is from the Town side and it will be taken from the Town’s insurance line. 	<p>Education – Occupational Therapy; Special Education – Physical Therapy; and SMS Server Room(s) Cooling to the full Board for approval.</p> <p>E. Grants</p> <p>1. Carl D. Perkins Grant</p> <p>2. Adult Education – El Civics for Work and Life Transitions CCR ready Grant</p> <p>Motion made and passed unanimously to bring the Carl D. Perkins Grant and Adult Education – El Civics for Work and Life Transitions CCR ready Grant to the full Board for approval.</p> <p>F. Recommended Adjustments to 2016-2017 Budget</p>
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**New Milford Board of Education
Operations Sub-Committee Special Meeting Minutes
June 7, 2016
Sarah Noble Intermediate School, Library Media Center**

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- Mr. Coppola said he remains concerned with this reduction until he sees the actual adjustment made on the Town side.
- Mr. Smith said the additional \$70,395 in workers comp and L.A.P. reduction will come from the Board's side.
- Mrs. Faulenbach clarified that the actual total reduction to the Board was more than \$380,000 then including those two items, not \$310,000, and Mr. Smith said that is correct.
- Mr. Schemm said he understood the insurance numbers moved with time but asked when they settle on a number. Mr. Smith said he believes it is firm as of July 1st but would check that before the Board meeting on Tuesday.
- Mr. Smith said the items at the bottom of the chart are Central Office administrative team suggestions for possible reductions.
- Mr. Coppola asked when cuts would actually be made and Mr. Smith said he recommends that the Board decide on the reductions at next week's meeting with the motion contingent on the budget passing. If the budget fails then an additional meeting will be necessary to make further reductions.
- Mrs. Faulenbach said she thought that would work well procedurally and also give the public information on what the Board is thinking regarding reductions.
- Mr. Coppola asked about the revenue, excess cost reduction on the chart and Mr. Smith said this was a year-end recommendation for budget adjustment that would have taken place regardless of the budget vote.
- Mrs. Faulenbach asked if there was documentation supporting the transportation reduction and Mr. Smith said he would try to have a memo for Tuesday's Board meeting.
- Mr. Schemm asked about the salary control account and Mr. Giovannone said this is a catch-all account for all adjustments to salary lines.
- Mr. Smith said that if the Board members

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	<p>would like any information on the proposed reductions to let him know prior to Tuesday's meeting.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said she would like some background on where the line item reductions originated. • Mr. Coppola suggested an email be sent to all Board members asking them to make requests for any other line item information they wished considered to the superintendent before Tuesday's meeting. • Mr. McCauley asked for a status report on summer school for Tuesday. • Mr. Giovannone asked the Board to let him know if they would like any change made to the report's format. It was suggested that the chart be separated into two pages: one for "regular" adjustments to the budget, the other page for adjustments recommended to meet the reduction. • Mrs. Faulenbach said she would also like to see the full total of \$380,000 reflected. <p>Mr. Schemm moved to bring the Recommended Adjustments to the 2016-2017 Budget to the full Board for discussion and possible action.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>G. Recommendation for End-of-Year Projects</p> <ul style="list-style-type: none"> • Mr. Smith said these projects show up in the purchase resolution which has been previously discussed. • Mrs. Faulenbach asked when the Board typically requests the end of year balance go to capital reserve and Mr. Smith said that is usually in September. 	<p>Motion made and passed unanimously to bring the Recommended Adjustments to the 2016-2017 Budget to the full Board for discussion and possible action.</p> <p>G. Recommendation for End-of-Year Projects</p>
4.	Items of Information	Items of Information
A.	Certified Substitute Coverage	A. Certified Substitute Coverage

	<ul style="list-style-type: none"> • Mrs. Faulenbach suggested the Board might want to consider if they still needed to see this report every month. • Mr. Schemm said originally he was looking to see if a pattern would emerge but does not think the report is yielding high value data. He would prefer that Human Resources just spot check. • Mr. Coppola said he would prefer to see the data only when Ms. Baldelli had additional plans to propose for discussion on how to increase the fill rate. 	
B.	Annual Emergency Preparedness Report <ul style="list-style-type: none"> • Mr. Smith said this report is a follow up in many ways to the security workshop. It is a required annual report to the Board. 	B. Annual Emergency Preparedness Report
C.	Annual Wellness Report <ul style="list-style-type: none"> • Mr. Smith said this is also a required annual report. • Mr. Coppola said it was an impressive list of accomplishments. 	C. Annual Wellness Report
D.	John J. McCarthy Observatory Annual Report <ul style="list-style-type: none"> • Mr. Smith said this is an extremely impressive volunteer group. He was pleased to see the report highlight student accomplishments as it has in previous years. • Mr. Schemm said he believed there are still excellent opportunities to integrate this program even more in our schools. • Mr. Smith said strides had been made in that direction this year with observatory visits required for astronomy students and the teacher joining the Observatory Board. • Mr. Coppola asked if the planetarium is still used at SNIS and Mr. Smith said yes. The K-5 Science enrichment teacher has increased the 	D. John J. McCarthy Observatory Annual Report

	<p>focus there this year.</p> <p>E. Teacher and Administrator Educator Evaluation and Support Plans 2016-2017</p> <ul style="list-style-type: none"> Mr. Smith said there has been a change in state statute and the Board is no longer required to approve these plans annually unless there have been significant changes, which there have not been this year. 	<p>E. Teacher and Administrator Educator Evaluation and Support Plans 2016-2017</p>
5.	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	<p>Public Comment</p>
6.	<p>Executive Session (Anticipated)</p> <p>A. Discussion of the employment and salary of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier.</p> <p>Mr. Schemm moved that the Committee enter into Executive Session to discuss the employment and salary of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier, and to invite Mr. Smith, Superintendent Elect, into the session.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>The Committee and Mr. Smith entered executive</p>	<p>Executive Session (Anticipated)</p> <p>A. Discussion of the employment and salary of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier.</p> <p>Motion made and passed unanimously that the Committee enter into Executive Session to discuss the employment and salary of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier, and to invite Mr. Smith, Superintendent Elect, into the</p>

	<p>session at 9:20 p.m. The Committee and Mr. Smith returned to public session at 9:48 p.m.</p> <p>Mr. Coppola moved to send the positions of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier, to the full Board for discussion and possible action regarding salary adjustments.</p> <p>Motion seconded by Mr. Schemm.</p> <p>Motion passed unanimously.</p> <ul style="list-style-type: none"> Mrs. Faulenbach said she appreciated the opportunity for the Committee to review salary adjustments prior to the referendum vote and to be able to send the discussion on to the full Board. 	<p>session.</p> <p>Motion made and passed unanimously that the Committee send the positions of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier, to the full Board for discussion and possible action regarding salary adjustments.</p>
7.	<p>Adjourn</p> <p>Mr. McCauley moved to adjourn the meeting at 9:50 p.m. seconded by Mr. Coppola and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 9:50 p.m.</p>

Respectfully submitted:



Wendy Faulenbach, Chairperson
Operations Sub-Committee



BUDGET POSITION DATED 6/14/16
BOE REGULAR MEETING
FISCAL YEAR 2015-2016

UPDATED AGENDA ITEM 9,C-1
JUNE 14, 2016 MEETING

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	28,367,176	-70,724	28,296,452	27,747,479	126,525	422,448	98.51%
51200	NON-CERTIFIED SALARIES	9,161,646	-32,684	9,128,962	8,590,332	161,880	376,750	95.87%
52000	BENEFITS	9,290,014	0	9,290,014	8,969,990	131,611	188,414	97.97%
53010	LEGAL SERVICES	181,000	0	181,000	182,522	106	-1,628	100.90%
53050	CURRICULUM DEVELOPMENT	109,637	0	109,637	13,596	8,934	87,107	20.55%
53200	PROFESSIONAL SERVICES	1,769,439	47,473	1,816,912	1,408,825	215,086	165,230	89.38%
53201	MEDICAL SERVICES - SPORTS	28,000	0	28,000	26,500	0	1,500	94.64%
53210	SUBSTITUTES	12,641	0	12,641	11,974	0	667	94.73%
53220	IN SERVICE	107,435	20,000	127,435	100,452	27,790	-807	100.63%
53230	PUPIL SERVICES	583,733	-20,000	563,733	514,372	10,512	12,924	93.11%
53300	OTHER PROF/ TECH SERVICES	43,625	8,400	52,025	42,802	527	5,455	83.29%
53310	AUDIT/ACCOUNTING	35,000	0	35,000	35,000	0	0	100.00%
53500	TECHNICAL SERVICES	117,745	-2,520	115,225	110,042	5,103	80	99.93%
53530	SECURITY SERVICES	187,500	0	187,500	180,136	7,638	-274	100.15%
53540	SPORTS OFFICIALS SERVICES	114,000	-7,724	106,276	99,909	-10,291	16,659	84.32%
54101	CONTRACTUAL TRASH PICK UP	85,988	0	85,988	76,601	7,222	2,165	97.48%
54300	REPAIRS & MAINTENANCE	0	732	732	732	0	0	100.00%
54301	BLDG MAINTENANCE	406,250	-21,525	384,725	366,039	38,209	-19,523	105.07%
54302	FIRE / SECURITY MAINTENANCE	1,450	0	1,450	1,267	0	183	87.39%
54303	GROUPS MAINTENANCE	19,098	-9,000	10,098	5,406	594	4,098	59.42%
54310	GENERAL REPAIRS	64,852	-6,804	58,048	44,816	7,183	5,649	89.58%
54320	TECHNOLOGY RELATED REPAIRS	48,645	4,500	53,145	35,819	0	17,326	67.40%
54411	WATER	69,370	0	69,370	48,032	21,338	0	100.00%
54412	SEWER	17,265	-132	17,133	20,930	0	-3,797	122.16%
54420	LEASE/RENTAL EQUIP/VEH	345,658	-10,200	335,458	286,561	10,991	37,907	88.70%
55100	PUPIL TRANSPORTATION - OTHER	133,800	-385	133,415	128,527	621	4,267	96.80%
55101	PUPIL TRANS - FIELD TRIP	17,650	1,259	18,909	18,181	123	605	96.80%
55105	TRANSPORTATION - SUMMER	15,750	0	15,750	0	0	15,750	0.00%
55110	STUDENT TRANSPORTATION	4,761,754	0	4,761,754	4,668,752	87,679	5,323	99.89%
55190	STUDENT TRANSPORTATION PURCHAS	1,500	0	1,500	502	0	998	33.48%
55200	GENERAL INSURANCE	348,250	0	348,250	350,415	0	-2,165	100.62%
55300	COMMUNICATIONS	34,124	14,750	48,874	46,461	2,205	209	99.57%
55301	POSTAGE	37,231	0	37,231	27,491	9,404	336	99.10%
55302	TELEPHONE	49,234	0	49,234	49,506	4,672	-4,944	110.04%



BUDGET POSITION DATED 6/14/16
BOE REGULAR MEETING
FISCAL YEAR 2015-2016

UPDATED AGENDA ITEM 9,C-1
JUNE 14, 2016 MEETING

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	3,800	0	3,800	1,806	0	1,994	47.53%
55505	PRINTING	54,370	-294	54,076	33,039	12,676	8,361	84.54%
55600	TUITION	10,000	0	10,000	0	0	10,000	0.00%
55610	TUITION TO IN STATE DIST	675,609	0	675,609	663,429	64,560	-52,380	107.75%
55630	TUITION TO PRIVATE SOURCES	1,748,001	0	1,748,001	1,531,636	328,428	-112,063	106.41%
55800	TRAVEL	41,313	761	42,074	27,491	4,150	10,163	75.20%
56100	GENERAL INSTRUCTIONAL SUPPLIES	220,163	21,039	241,202	178,860	12,212	46,932	79.22%
56110	INSTRUCTIONAL SUPPLIES	548,516	42,017	590,533	475,176	84,374	24,059	94.75%
56120	ADMIN SUPPLIES	42,453	-17,380	25,073	15,922	905	8,246	67.11%
56210	NATURAL GAS	211,100	0	211,100	146,447	59,186	5,467	97.41%
56220	ELECTRICITY	912,548	0	912,548	902,620	23,052	-13,125	101.44%
56230	PROPANE	1,825	0	1,825	994	488	343	81.21%
56240	OIL	268,964	0	268,964	182,104	86,860	0	100.00%
56260	GASOLINE	32,786	0	32,786	23,300	5,200	4,286	86.93%
56290	FACILITIES SUPPLIES	205,945	20,575	226,520	204,919	15,888	5,713	97.48%
56291	MAINTENANCE COMPONENTS	29,335	-39	29,296	23,033	5,458	775	97.25%
56292	UNIFORMS/ CONTRACTUAL	3,320	0	3,320	2,335	0	985	70.32%
56293	GOUNDSKEEPING SUPPLIES	4,585	1,039	5,624	5,624	0	0	100.00%
56410	TEXTBOOKS	154,671	23,411	178,082	153,411	17,189	7,284	95.80%
56411	CONSUMABLE TEXTS	61,489	4,804	66,293	56,226	0	9,466	84.81%
56420	LIBRARY BOOKS	86,828	873	87,701	64,669	12,931	9,141	88.48%
56430	PERIODICALS	25,075	-893	24,182	18,325	73	5,784	76.08%
56460	WORKBOOKS	15,961	-790	15,171	15,125	0	46	99.70%
56500	SUPPLIES - TECH RELATED	3,750	0	3,750	3,671	0	79	97.88%
57300	BUILDINGS	69,350	-571	68,779	60,207	4,611	3,961	94.24%
57340	COMPUTERS/TECH HARDWARE	4,425	-325	4,100	17,311	328	-13,539	430.22%
57345	INSTRUCTIONAL EQUIPMENT	76,074	6,108	82,182	59,417	451	21,298	72.85%
57400	GENERAL EQUIPMENT	139,881	-19,972	119,909	114,188	32,249	-26,527	122.12%
57500	FURNITURE AND FIXTURES	264,763	-618	264,145	245,800	1,616	16,729	93.67%
58100	DUES & FEES	80,087	4,839	84,926	75,214	170	9,542	88.76%
EXPENDITURE TOTAL		62,563,447	0	62,563,447	59,512,264	1,648,714	1,331,934	97.76%



OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-1072835	0	-1072835	-963765	0	-109070	89.83%
43105	MEDICAID REIMBURSEMENT	-49575	0	-49575	-46226	0	-3349	93.24%
44105	FOI FEES	-2272	0	-2272	-2074	0	-198	91.30%
44705	BUILDING USE FEES	-52000	0	-52000	-52000	0	0	100.00%
44800	REGULAR ED TUITION FROM INDIVI	-82000	0	-82000	-82000	0	0	100.00%
44822	SPECIAL ED TUITION FROM OTHER	-19910	0	-19910	0	0	-19910	0.00%
44860	ADMISSIONS/ATHLETIC GATE RECEI	-26626	0	-26626	-21000	0	-5626	78.87%
44861	PARKING PERMIT FEES	-36224	0	-36224	-35500	0	-724	98.00%
44862	SCHOOL MUSICAL TICKET SALES	-12000	0	-12000	-12000	0	0	100.00%
49102	TRANSFER IN-OTHER	-31,197	0	-31,197	-11577	0	-19,621	37.11%
REVENUE TOTAL		-1,384,639	0	-1,384,639	-1,226,142	0	-158,498	88.55%

GRAND TOTAL	61,178,808	0	61,178,808	58,286,123	1,648,714	1,173,436	97.97%
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ANALYSIS FOR FYE *AS OF 6/14/16 WITH ADDITIONAL EXPENDITURES STILL ANTICIPATED*

CURRENT POSITION ROLLED UP BY MAJOR OBJECT CODE	
MAJOR OBJECT CODE	AVAILABLE BALANCE
SALARIES	799,198
BENEFITS	188,414
PROFESSIONAL SERVICES	286,914
PROPERTY SERVICES	44,008
OTHER SERVICES	0
SUPPLIES	1,937
CAPITAL	1,922
DUES & FEES	9,542
TOTAL AVAIL	1,331,934
LESS REVENUE SHORTFALL	-158,498
POSITION AS OF 6.14.16	1,173,436

PROJECTION	
POSITION AS OF 6.14.16	1,173,436
REQUISITIONS FOR BILLS IN PROGRESS	-80,534
SMS COOLING	-72,000
SNIS CATWALK	-64,400
SALARIES	-191,208
BENEFITS	-188,414
PROJECTED FYE BALANCE	576,881
PERCENT OF BUDGET	0.99%



POSSIBLE ADJUSTMENTS
TO THE 2016-2017 BUDGET

BOE REGULAR MEETING
JUNE 14, 2016

TOWN COUNCIL ADJUSTMENTS

ORG	OBJ	MAJOR OBJECT CODE	DESCRIPTION	RATIONALE	AMOUNT
BAZ2504	52900	BENEFITS	WORKERS COMPENSATION	CIRMA REDUCTION AS PER TOWN HALL	-\$53,730
BAZ2594	55200	OTHER SERVICES	PROPERTY LIABILITY		-\$16,665
					-\$70,395

SUGGESTED ADJUSTMENTS FOR BOE DISCUSSION

ORG	OBJ	MAJOR OBJECT CODE	DESCRIPTION	RATIONALE	AMOUNT
BAZ25999	51115	SALARIES	SALARY CONTROL ACCOUNT *SEE BACK OF SHEET FOR GREATER DETAIL*	AMOUNT OVER THE CURRENT 16/17 BUDGET OF \$120,000 WHICH BRINGS THE TOTAL 16/17 BUDGET TO \$260,920. THE 15/16 BUDGET AMOUNT WAS \$170,570.	-\$140,920
BTZ27143	55110	OTHER SERVICES	TRANSPORTATION *SEE MEMO FOR GREATER DETAIL*	REMOVAL OF ONE (1) VAN NOT NEEDED DUE TO ROUTING FOR A \$36,000 SAVINGS. PLUS AN ADDITIONAL REDUCTION TO THE TOTAL CONTRACT PRICE IN YEAR 2016-2017 OF OUR CURRENT CONTRACT BY \$36,000.00.	-\$72,000
BSZ10011	53200	PROFESSIONAL SERVICES	SPED CONTRACTED SERVICES	EVALUATION AND CONSULTATION REDUCTION BASED ON YEAR END ACTUALS.	-\$28,000
BGZ25843	53500	PROFESSIONAL SERVICES	TECHNOLOGY PURCHASED SERVICES	RE-ALIGNMENT OF TECH BOND GRANT FUNDING AFTER C.E.N. WAS ALREADY PAID FOR WHICH FREED UP CURRENT FUNDS TO SUPPORT THIS.	-\$25,000
BDZ10026	57400	CAPITAL	TECHNOLOGY - EQUIPMENT, OTHER	ACCELERATED REPLACEMENT OF A SERVER, SMARTBOARDS AND WIRELESS ACCESS POINTS USING CURRENT FUNDS REALIZED THROUGH OPERATIONAL EFFICIENCIES AND EQUIPMENT MAINTENANCE.	-\$20,000
BDZ10026	57345	CAPITAL	TECHNOLOGY - EQUIPMENT		-\$10,000
BLZ10000	56100	SUPPLIES	GENERAL SUPPLIES	NON-INSTRUCTIONAL OFFICE SUPPLY REDUCTION BASED ON YEAR END ACTUALS.	-\$15,000
					-\$310,920

TURN OVER FOR EXHIBIT 1



TOTAL **-\$381,315**



POSSIBLE ADJUSTMENTS
TO THE 2016-2017 BUDGET

BOE REGULAR MEETING
JUNE 14, 2016

EXHIBIT 1

SALARY CONTROL ACCOUNT REDUCTION DETAIL

ORG	OBJ	MAJOR OBJECT CODE	DESCRIPTION	RATIONALE	AMOUNT
BAZ25999	51115	SALARIES	AMOUNT TOTALS THE \$140,920 REDUCTION ON PREVIOUS PAGE WHICH IS IN ADDITION TO THE \$120,000 ALREADY BUDGETTED IN 2016/2017.	ADDITIONAL <u>ANTICIPATED</u> REPLACEMENT SAVINGS	-\$65,002
				ADDITIONAL <u>ACTUAL</u> REPLACEMENT SAVINGS	-\$75,918
					-\$140,920



NEW Milford Public Schools
Office of Fiscal Services
50 East Street
New Milford, Connecticut 06776
Telephone (860)-354-8726

MEMORANDUM

TO: Joshua D. Smith, Superintendent Elect
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: June 14, 2016
RE: All-Star Transportation addendum in year 2016-17 of our current contract

Per our continued correspondence with All-Star Transportation I would like to confirm the following changes via an addendum to year 2016-17 of our current contract:

1. Replace 22 buses with new 2017 propane powered buses.
2. Elimination of one (1) van that is no longer needed for runs in 2016-17 whose costs were \$200.00 per day X 180 days for a total savings of \$36,000.00.
3. A separate reduction to the total contract price in year 2016-17 of our current contract by \$36,000.00 to be realized via a \$3600.00 per month reduction on our ten (10) monthly invoices.

The total dollar changes to year 2016-17 of our current contract result in a net savings of \$72,000.00. I will be glad to discuss this at the BOE Regular meeting on June 14th, 2016 to answer any and all questions regarding this matter.

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