

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

BOARD OF EDUCATION  
MEETING NOTICE

GEORGE S. BUCKBEE  
TOWN CLERK

AM

2011 MAR -4 P 3:06

NEW MILFORD, CT

DATE: March 8, 2011  
TIME: 7:30 P.M.  
PLACE: Sarah Noble Intermediate School – Library Media Center

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. RECOGNITION

A. Board of Education Appreciation

3. PUBLIC COMMENT

The Board welcomes Public Participation and asks that speakers please limit their comments to three minutes. Speakers may offer objective comments of items on this agenda. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the New Milford Public School System.

4. PTO REPORT

5. STUDENT REPRESENTATIVES' REPORT

6. APPROVAL OF MINUTES

A. Approval of the following Board of Education Meeting Minutes  
1. Regular Meeting Minutes February 8, 2011

7. SUPERINTENDENT'S REPORT

8. BOARD CHAIRMAN'S REPORT

9. COMMITTEE/LIAISON REPORTS

- A. Facilities Sub-Committee – Mr. Nichols
- B. Operations Sub-Committee – Mr. McSherry
- C. Policy-Sub-Committee - Mrs. Latour
- D. Committee on Learning – Mrs. Thomas
- E. Education Connection – Mrs. Rigdon
- F. Connecticut Boards of Education (CABE) – Mrs. Thomas

10. DISCUSSION AND POSSIBLE ACTION

A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence

B. Monthly Reports

1. Purchase Resolution D-634
2. Budget Position as of 2/28/11

C. Five Year Capital Plan 2011-2016

D. Approval of the following Curricula/Competencies:

1. Social and Emotional Thinking
2. Technology Competencies

E. Policy for First Review

1. 3160 Budget and Transfer of Funds

F. Policies for Approval:

1. 3110 Budget Planning
2. 3240 Tuition Fees
3. 3280 Gifts to the School
4. 3300 Purchasing
5. 3451 Petty Cash Funds
6. 3453.1 Unexpended Class Funds
7. 3514 Equipment: Authorized Use of School-Owned Materials
8. 3516.3 Accident Prevention and Reporting
9. 3516.4 Safety: Sex Offender Notification
10. 3524 Hazardous Materials Communication/Green Cleaning Program
11. 3524.1 Hazardous Material in School
12. 3541.23 Bus Contractor
13. 3541.313 Routes and Services/Transportation
14. 3541.44 Use of Private Automobiles on School Trips
15. 3542.42 Cafeterias – Handling of School Lunch Funds
16. 5145.45 Section 504 Procedural Safeguards

11. Items for Discussion

- A. Field Trip Report
- B. 2010 Audit Report

12. Adjourn

**ITEMS OF INFORMATION**

- Policy Sub-Committee Minutes – February 15, 2011  
Committee on Learning Minutes – February 15, 2011  
Facilities Sub-Committee Minutes – March 1, 2011  
Operations Sub-Committee Minutes – March 1, 2011

Special Board of Education Meeting March 10, 2011 – 6:30 PM Lillis Administration Bldg., Boardroom	Operations Sub-Committee Meeting April 5, 2011 – 7:30 p.m. Lillis Administration Bldg., Room 2
Facilities Sub-Committee Meeting April 5, 2011 – 6:30 p.m. Lillis Administration Bldg., Room 2	Board of Education Meeting April 12, 2011 – 7:30 p.m. Sarah Noble Intermediate School - LMC

**New Milford Board of Education  
 Regular Meeting Minutes  
 March 8, 2011  
 Sarah Noble Intermediate School Library Media Center**

Present:	Mrs. Wendy Faulenbach, Chairperson Mr. David Lawson Mr. Thomas McSherry Mr. William Wellman Ms. Alexandra Thomas Mr. Rodney Weinberg Mr. Daniel Nichols Mrs. Lynette Rigdon
Absent:	Mrs. Nancy Tarascio-Latour

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NEW MILFORD, CT

Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools Mr. Daniel DiVito, Director of Information Technology Ms. Ellamae Baldelli, Director of Human Resources Mr. Gregg Miller, Accounting Manager Mr. John Calhoun, Facilities Manager  Josh Jugler, Student Representative Ashlyn Pacific, Student Representative
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1.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b> The meeting of the New Milford Board of Education was called to order at 7:30 pm. The Pledge of Allegiance immediately followed the call to order.	<b>Call to Order</b> <b>Pledge of Allegiance</b>
3.	<b>Public Comment</b> There was none.	<b>Public Comment</b>
2. A.	<b>Recognition</b> <b>Board of Education Appreciation</b>  Dr. Paddyfote noted that March is Board Appreciation month. She said the Board member's tenure range from one year to sixteen years including Ms. Thomas who has served for sixteen years; Mr. Lawson, Mr. McSherry and Mrs. Faulenbach who have served eight years; Mr. Wellman who has served three years this term and two years in the 1980's; Mr. Nichols, Mrs. Rigdon and Nancy Tarascio-Latour who have served two years; and Mr. Weinberg who has served one year. She said the Board members attend many meetings during the month and they are truly the unsung heroes.  The meeting recessed at 7:35 pm for a reception. The meeting reconvened at 7:43 pm.	<b>Recognition</b> <b>Board of Education Appreciation</b>

4.	<p><b>PTO Report</b></p> <ul style="list-style-type: none"> <li>Ms. Faulenbach reported on behalf of the PTO representative and said this is conference week at the Elementary Schools.</li> <li>Book fairs will run from 3/21 through 3/24.</li> <li>John Pettibone's spring fling is 3/18.</li> </ul>	<p><b>PTO Report</b></p>
5.	<p><b>Student Representatives Report</b></p> <ul style="list-style-type: none"> <li>CAPT testing is ongoing with two sections done so far.</li> <li>All school musical will run 3/18, 19, 20, 25 and 26.</li> <li>The Math team has a competition 3/28.</li> <li>A college fair will be held 4/6.</li> </ul>	<p><b>Student Representatives Report</b></p>
6.  A.	<p><b>Approval of Minutes</b></p> <p><b>Approval of the following Board of Education Meeting Minutes</b></p> <p>1. <b>Regular Meeting Minutes February 8, 2011</b></p> <p>Mr. Nichols moved to approve the Regular Meeting Minutes dated February 8, 2011, seconded by Mrs. Thomas and passed unanimously.</p>	<p><b>Approval of Minutes</b></p> <p><b>Approval of the following Board of Education Meeting Minutes</b></p> <p>1. <b>Regular Meeting Minutes February 8, 2011</b></p> <p>Motion made and passed to approve the Regular Meeting Minutes dated February 8, 2011</p>
7.	<p><b>Superintendent's Report</b></p> <ul style="list-style-type: none"> <li>Dr. Paddyfote clarified that there have been nine snow/weather days this school year and five schools will be done June 23<sup>rd</sup>, Schaghticoke will be done June 24<sup>th</sup>. Graduation will be June 25<sup>th</sup> at 2:30 pm at the O'Neill Center.</li> <li>Kindergarten orientation which was scheduled for March 10<sup>th</sup> has been postponed to March 16<sup>th</sup> at 7 pm.</li> <li>The All-school Musical will be performed March 18<sup>th</sup>, 19<sup>th</sup>, 25<sup>th</sup> and 26<sup>th</sup> at 7:30 pm; 20<sup>th</sup> at 3 pm; and 26<sup>th</sup> at 2 pm.</li> </ul>	<p><b>Superintendent's Report</b></p>
8.	<p><b>Board Chairman's Report</b></p> <ul style="list-style-type: none"> <li>Mrs. Faulenbach said the Town Council budget hearing for the Board of Education will be tomorrow at 7:30 pm.</li> <li>The PTO budget discussion which was</li> </ul>	<p><b>Board Chairman's Report</b></p>

	<p>scheduled for Monday had been cancelled due to the weather.</p> <ul style="list-style-type: none"> <li>• There will be a special Board meeting on March 10<sup>th</sup> to evaluate the Superintendent.</li> </ul>	
<b>9.</b>	<b>Committee/Liaison Reports</b>	<b>Committee Liaison Reports</b>
<b>A.</b>	<p><b>Facilities Sub-Committee – Mr. Nichols</b></p> <p>Mr. Nichols said they heard about snow removal and roof safety. There is nothing on tonight’s agenda.</p>	<b>A. Facilities Sub-Committee</b>
<b>B.</b>	<p><b>Operations Sub-Committee – Mr. McSherry</b></p> <p>Mr. McSherry said Exhibit A, monthly reports, five year capital plan, and the community foundation grant were discussed. There was also a report from Mr. DiVito about channel 17.</p>	<b>B. Operations Sub-Committee</b>
<b>C.</b>	<p><b>Policy Sub-Committee – Ms. Tarascio-Latour</b></p> <p>Mrs. Faulenbach said the 3000 series were up for approval tonight. The 4,000 series is being reviewed for the May meeting of the Board.</p>	<b>C. Policy Sub-Committee</b>
<b>D.</b>	<p><b>Committee on Learning</b></p> <p>Mrs. Thomas said there is a curriculum and technology competency to be approved tonight. They also discussed the high school’s plan to go to block scheduling. The GPA change was explained as well which will better align New Milford’s GPA with other schools.</p>	<b>D. Committee on Learning</b>
<b>E.</b>	<p><b>Education Connection – Mrs. Rigdon</b></p> <p>Mrs. Rigdon said they heard from the lobbyist who explained the policy changes in Hartford including the plan to change the entrance age for kindergarten to six years.</p>	<b>E. Education Connection</b>
<b>F.</b>	<p><b>Connecticut Boards of Education – Ms. Thomas</b></p> <p>Mrs. Thomas said CABE polled the Board of Directors about future issues and asked the Board members to ask their superintendent’s for feedback for advocacy. She noted some bills on the house floor for education</p>	<b>F. Connecticut Boards of Education</b>

	<p>have been brought by representatives who have only heard from one constituent which is disturbing. She said CAFE is also looking at trying to get the 25 graduation credits changed to a more realistic timeline.</p>	
<p>10. A.</p>	<p><b>Discussion and Possible Action</b>  <b>Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absences</b></p> <p>Mrs. Thomas moved to approve Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absences as of March 8, 2011, seconded by Mr. Nichols.</p> <ul style="list-style-type: none"> <li>• Dr. Paddyfote passed out a new Exhibit A dated March 8<sup>th</sup>. Mrs. Faulenbach noted the new Exhibit A had the resignation of a Principal on it. Dr. Paddyfote said Mr. Weintraub has decided that after this winter he will be going to his house in North Carolina.</li> <li>• Mr. Nichols asked what the process was going forward and Dr. Paddyfote said the position would be posted but that she and the administrative team needed to determine how to proceed in terms of whether it will be a two year position or a full blown search.</li> </ul> <p>The motion passed unanimously.</p>	<p><b>Discussion and Possible Action</b>  <b>Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absences</b>  <b>Motion made and passed to approve Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absences</b></p>
<p>B.</p>	<p><b>Monthly Reports</b></p> <ol style="list-style-type: none"> <li>1. <b>Purchase Resolution D-634</b></li> <li>2. <b>Budget Position as of 2/28/11</b></li> </ol> <p>Mr. Nichols moved to approve Monthly Reports: Purchase Resolution D-634 and Budget Position as of 2/28/11, seconded by Mrs. Thomas.</p> <ul style="list-style-type: none"> <li>• Mr. Lawson asked Mr. Miller how the budget was faring given the snow, the cold, etc. Mr. Miller said the current available amount is \$5,349,335 or .08% behind last year at this time. He said the Town had received an excess costs check for approximately \$750,000 which is typically 75% of what it will receive in total. He will be performing his first pro-forma close</li> </ul>	<p><b>Monthly Report</b></p> <ol style="list-style-type: none"> <li>1. <b>Purchase Resolution D-634</b></li> <li>2. <b>Budget Position as of 2/28/11</b></li> </ol> <p><b>Motion made and passed to approve monthly reports: Purchase Resolution D-634 and budget position as of 2/28/11</b></p>

	<p>next month which will give a better look at where the Board stands budget wise.</p> <p>The motion passed unanimously.</p> <p><b>Five Year Capital Plan 2011-2016</b></p> <p>Mr. Nichols moved to approve the Five Year Capital Plan 2011-2016, seconded by Mrs. Thomas and passed unanimously.</p> <p><b>D. Approval of the following Curricula/Competencies:</b></p> <ol style="list-style-type: none"> <li>1. Social and Emotional Thinking</li> <li>2. Technology Competencies</li> </ol> <p>Mrs. Thomas moved to approve the following curricula/competencies: Social and Emotional Thinking and Technology Competencies, seconded by Mr. Nichols.</p> <ul style="list-style-type: none"> <li>• Mr. Lawson said the technology competencies were wonderful but he felt there should be a formal way to measure the teaching and as competencies there was no formal measurement.</li> </ul> <p>The motion passed 6-2</p> <p>Aye: Mr. McSherry, Mrs. Rigdon, Mrs. Faulenbach, Mr. Nichols, Mrs. Thomas, Mr. Wellman          No: Mr. Weinberg, Mr. Lawson</p> <p><b>E. Policy for First Review – 3160 Budget and Transfer of Funds</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said this was a hard year with the new format because items were not easy to find. He was concerned under this policy that any Board member could request any information be added.</li> <li>• Mrs. Faulenbach said the Board is now</li> </ul>	<p><b>Five Year Capital Plan 2011-2016</b></p> <p><b>Motion made and passed to approve the Five Year Capital Plan 2011-2016</b></p> <p><b>Approval of the following Curricula/Competencies:</b></p> <ol style="list-style-type: none"> <li>1. Social and Emotional Thinking</li> <li>2. Technology Competencies</li> </ol> <p>Motion made and passed to approve the following curricula/ competencies: Social and Emotional Thinking and Technology Competencies</p> <p><b>Policy for First Review – 3160 Budget and Transfer of Funds</b></p>
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following the format the town uses and this will allow for a more direct transfer from object to object.

- Mr. Nichols noted that the budget fields will populate as time goes on and more budget years are entered as data.
- Mr. Wellman asked what the impetus was behind this change and Dr. Paddyfote said there are currently two classifications for the Board's budget which has two competing ideas and two ways for looking at the budget. That was never the intent of this transfer process.
- Mr. Wellman asked if the impetus was the Mayor's request which she has the right to do and Mr. Miller said that was correct.
- Mr. McSherry said he was not a fan of the new format.
- Dr. Paddyfote said the object category now drives the transfers.
- Mrs. Thomas said only the transfers that are between object codes need to be approved by the Board but transfers without object codes are internal.

F.

**Policies for Approval:**

1. 3110 Budget Planning
2. 3240 Tuition Fees
3. 3280 Gifts to the School
4. 3300 Purchasing
5. 3451 Petty Cash Funds
6. 3453.1 Unexpended Class Funds
7. 3514 Equipment: Authorized Use of School-Owned Materials
8. 3516.3 Accident Prevention and Reporting
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10. 3524 Hazardous Materials Communication/Green Cleaning Program
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12. 3541.23 Bus Contractor
13. 3541.313 Routes and Services/Transportation
14. 3541.44 Use of Private Automobiles on School Trips
15. 3542.42 Cafeterias - Handling of School Lunch Funds

**Policies for Approval:**

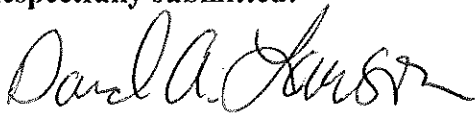
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	<p><b>16. 5145.45 Section 504 Procedural Safeguards</b></p> <p>Mr. Lawson moved to approve policies: 3110 Budget Planning, 3240 Tuition Fees, 3280 Gifts to the School, 3300 Purchasing, 3451 Petty Cash Funds, 3453.1 Unexpended Class Funds, 3514 Equipment: Authorized Use of School-Owned Materials, 3516.3 Accident Prevention and Reporting, 3516.4 Safety: Sex Offender Notification, 3524 Hazardous Materials Communication/Green Cleaning Program, 3524.1 Hazardous Material in School, 3541.23 Bus Contractor, 3541.313 Routes and Services/Transportation, 3541.44 Use of Private Automobiles on School Trips, 3542.42 Cafeterias - Handling of School Lunch Funds, 5145.45 Section 504 Procedural Safeguards, seconded by Mrs. Thomas and passed unanimously.</p>	<p><b>Services/Transportation</b></p> <p><b>14. 3541.44 Use of Private Automobiles on School Trips</b></p> <p><b>15. 3542.42 Cafeterias - Handling of School Lunch Funds</b></p> <p><b>16. 5145.45 Section 504 Procedural Safeguards</b></p> <p><b>Motion made and passed unanimously to approve policies: 3110 Budget Planning, 3240 Tuition Fees, 3280 Gifts to the School, 3300 Purchasing, 3451 Petty Cash Funds, 3453.1 Unexpended Class Funds, 3514 Equipment: Authorized Use of School-Owned Materials, 3516.3 Accident Prevention and Reporting, 3516.4 Safety: Sex Offender Notification, 3524 Hazardous Materials Communication/Green Cleaning Program, 3524.1 Hazardous Material in School, 3541.23 Bus Contractor, 3541.313 Routes and Services/Transportation, 3541.44 Use of Private Automobiles on School Trips, 3542.42 Cafeterias - Handling of School Lunch Funds, 5145.45 Section 504 Procedural Safeguards</b></p>
<p><b>11.</b></p> <p><b>A.</b></p> <p><b>B.</b></p>	<p><b>Item for Discussion</b></p> <p><b>Field Trip Report</b></p> <ul style="list-style-type: none"> <li>• There were no questions.</li> </ul> <p><b>2010 Audit Report</b></p> <ul style="list-style-type: none"> <li>• Mr. McSherry said he had just received the management letter and asked if this audit could go back to Operations for review before coming back to the Board.</li> <li>• Mrs. Faulenbach said it should go back to Operations and that the Superintendent, Mr. Miller and she would go to the Finance Board probably in May.</li> </ul>	<p><b>Item for Discussion</b></p> <p><b>Field Trip Report</b></p> <p><b>2010 Audit Report</b></p>

	<ul style="list-style-type: none"><li>• Mr. Miller noted that the big issue was the auditors availability due to the number of municipal audits they complete.</li></ul>	
12.	<b>Adjourn</b>  Mr. Nichols moved to adjourn the meeting at 8:15 pm, seconded by Mrs. Thomas and passed unanimously.	<b>Adjourn</b>  <b>Motion made and approved to adjourn the meeting at 8:15 pm.</b>

Respectfully submitted:



David A. Lawson, Secretary  
New Milford Board of Education