

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

OPERATIONS SUB-COMMITTEE
MEETING NOTICE

GEORGE C. BUCKBEE
TOWN CLERK



2011 JUN -6 P 2:52

NEW MILFORD, CT

DATE: June 7, 2011
TIME: 7:30 P.M.
PLACE: Lillis Administration Building – Room 2

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**
- 2. Public Comment**

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

3. Discussion and Possible Action

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence**
- B. Monthly Reports**
 1. Purchase Resolution D-637
 2. Budget Position as of 5/31/11
 3. Request for Budget Transfers
- C. Food & Nutrition Program**
 1. Food & Nutrition Services Update
 2. Healthy Food Certificate
- D. Bids**
 1. Security
 2. Life, Accidental Death & Dismemberment, and Long Term Disability Insurance
 3. Waste Disposal
 4. East Street Windows
 5. Milk

E. Grants

1. Carl D. Perkins Vocational & Applied Technology Education Act Grant
2. IDEA Grant
3. Adult Ed Grant: Transition to the future – Transition to Post-Secondary Education and Training
4. Adult Education Grant: English Language Acquisition/Civics Education
5. CT Community Foundation – LitLinks P-3 Preschool Collaboration Grant

F. Retirement Incentive Program for Non-Bargaining Unit Employees

G. Appointment of Legal Counsel for the Board of Education according to Policy 9125

H. End-of-Year Balance and Proposed Year End Projects

I. Discussion of Centralized Transportation to the Magnet School

J. Revised Pay to Participate Fee for Hockey

K. Update on Town Insurance Bid

L. 2011-2012 Budget Adjustments

4. Items of Information

- A. John J. McCarthy Observatory Annual Report
- B. Annual Wellness Report
- C. Annual Emergency Preparedness Report
- D. Sale of Driver Education Vehicle
- E. Voluntary Correction Action Plan – Office of Civil Rights

5. Adjourn

Sub-Committee Members: Mr. Tom McSherry, Chairman
Mrs. Alexandra Thomas
Mr. Rodney Weinberg
Mr. Bill Wellman

Alternates: Mr. David A. Lawson
Mrs. Lynette Rigdon

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut
June 14, 2011

As of June 3, 2011

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

- | | |
|---|-------------------------|
| 1. Mrs. Alice Cherniske , Grade 5 Teacher, Sarah Noble Intermediate School <u>Move</u> that the Board of Education accept the resignation, due to retirement, of Mrs. Alice Cherniske as a Grade 5 Teacher at Sarah Noble Intermediate School effective June 30, 2011. | Retirement |
| 2. Mr. Denis Dolan , Assistant Principal, New Milford High School <u>Move</u> that the Board of Education accept the resignation, due to retirement, of Mr. Denis Dolan as an Assistant Principal at New Milford High School effective June 30, 2011. | Retirement |
| 3. Mr. Michael Mezzo , English Teacher, New Milford High School <u>Move</u> that the Board of Education accept the resignation of Mr. Michael Mezzo as an English Teacher at New Milford High School effective June 30, 2011. | Took position elsewhere |
| 4. Mrs. Chalice Racey , Social Studies Teacher, New Milford High School <u>Move</u> that the Board of Education accept the resignation, due to retirement, of Mrs. Chalice Racey as a Social Studies Teacher at New Milford High School effective June 30, 2011. | Retirement |
| 5. Mr. John Rook , World Languages Teacher, New Milford High School <u>Move</u> that the Board of Education accept the resignation of Mr. John Rook as a World Languages Teacher at New Milford High School effective June 30, 2011. | Took position elsewhere |

2. CERTIFIED STAFF

b. APPOINTMENTS

1. None currently

3. NON-CERTIFIED STAFF

a. RESIGNATIONS

1. **Mrs. Barbara Hallecks**, Administrative Secretary for Food and Nutrition Services, District-wide
Move that the Board of Education accept the resignation, due to retirement, of **Mrs. Barbara Hallecks** as Administrative Secretary for Food and Nutrition Services effective June 30, 2011.

Retirement

2. **Mrs. Bonnie Shaffer**, Paraeducator, Hill and Plain School
Move that the Board of Education accept the resignation of **Mrs. Bonnie Shaffer** as a Paraeducator at Hill and Plain School effective June 14, 2011.

Moving out of state

4. NON-CERTIFIED STAFF

b. APPOINTMENTS

1. **Mrs. Sharon Sainz**, Part-time Laboratory Assistant, New Milford High School
Move that the Board of Education approve the appointment of **Mrs. Sharon Sainz** as a Part-time Laboratory Assistant at New Milford High School effective August 29, 2011.

3.8 hours per day/180 days
\$14.00 per hour

Rep. D. Sweet

5. SUBSTITUTES

a. APPOINTMENTS

1. None currently

6. BAND STAFF

a. RESIGNATIONS

1. None currently

7. BAND STAFF

b. APPOINTMENTS

1. None currently.

7. COACHING STAFF

a. RESIGNATIONS

1. None currently

7. COACHING STAFF

b. APPOINTMENTS

1. None currently

8. LEAVES OF ABSENCE

- | | |
|---|--|
| <p>1. Mrs. Catherine Brandorff, Grade 3 Teacher, Northville Elementary School <u>Move</u> that the Board of Education approve the request of Mrs. Catherine Brandorff for a personal leave of absence for the 2011-2012 school year.</p> | <p>Unpaid leave of absence</p> |
| <p>2. Mrs. Kathleen Fitzsimmons, Secretary to Assistant Principal, Schaghticoke Middle School <u>Move</u> that the Board of Education approve the request of Mrs. Kathleen Fitzsimmons for a leave of absence effective July 1, 2011 through July 29, 2011.</p> | <p>Unpaid leave of absence</p> |
| <p>3. Mrs. Erica Fradette, School Psychologist, New Milford High School <u>Move</u> that the Board of Education approve the request of Mrs. Erica Fradette for a six week child-bearing leave of absence approximately October 12, 2011 through November 23, 2011.</p> | <p>Paid leave of absence approximately 10/12/11 through 11/23/11</p> |
| <p>4. Ms. Kristin Hallecks, Special Education Paraeducator, New Milford High School <u>Move</u> that the Board of Education approve the request of Ms. Kristin Hallecks for a personal leave of absence for the 2011-2012 school year.</p> | <p>Unpaid leave of absence</p> |

NEW MILFORD PUBLIC SCHOOLS
PURCHASE RESOLUTION D-637
BOE MEETING DATE: 06/14/11

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

| <u>PO #</u> | <u>VENDOR/DESCRIPTION</u> | <u>AMOUNT</u> | <u>ACCOUNT #</u> |
|-------------|---|---------------|------------------|
| 42914 | All-Star Transportation – Sports Transportation | \$30,000.00 | 05-515-3210 |

FUND 001 000 GENERAL FUND

| Obj. | Description | Approved | Adjusted | Expended | Encumbered | Balance | Pct. Used |
|------|-------------------------------------|---------------|---------------|---------------|--------------|------------|-----------|
| 111 | SALARY-CERTIFIED | 27,172,115.00 | 27,073,631.00 | 22,507,260.46 | 4,379,903.07 | 186,467.47 | 99.3 % |
| 112 | SALARY-NON-CERTIFIED | 7,757,786.00 | 7,773,825.00 | 6,871,574.93 | 508,356.83 | 393,893.24 | 94.9 % |
| 200 | EMPLOYEE BENEFITS | 9,849,941.00 | 9,932,386.00 | 9,647,876.95 | 40,265.19 | 244,243.86 | 97.5 % |
| 321 | INSTRUCTIONAL PROGRAMS | 41,565.00 | 41,565.00 | 17,965.00 | 15,142.79 | 8,457.21 | 79.7 % |
| 322 | PROGRAM IMPROVEMENT | 43,260.00 | 43,260.00 | 31,208.91 | 2,075.00 | 9,976.09 | 76.9 % |
| 323 | PUPIL SERV. (COUNSEL, GUID) | 533,556.00 | 533,556.00 | 444,808.59 | 129,693.09 | 40,945.68 | 107.7 % |
| 324 | STAFF SERVICES (TRAINING) | 91,100.00 | 91,100.00 | 78,559.91 | 14,970.00 | 2,429.91 | 102.7 % |
| 331 | AUDIT SERVICES | 10,000.00 | 10,000.00 | 10,000.00 | .00 | .00 | 100.0 % |
| 332 | LEGAL SERVICES | 97,000.00 | 97,000.00 | 172,792.26 | 6,766.42 | 82,558.68 | 185.1 % |
| 333 | MEDICAL SERVICES | 25,000.00 | 25,000.00 | 18,000.00 | 7,000.00 | .00 | 100.0 % |
| 336 | INSURANCE SERVICES | 9,000.00 | 9,000.00 | 1,716.00 | 132.00 | 7,152.00 | 20.5 % |
| 339 | PURCH. SERVICES-OTHER | 1,563,243.00 | 1,561,798.00 | 1,368,918.39 | 118,374.53 | 74,505.08 | 95.2 % |
| 411 | WATER | 65,160.00 | 65,160.00 | 55,609.34 | 9,550.66 | .00 | 100.0 % |
| 412 | SEWAGE | 34,080.00 | 34,080.00 | 28,901.00 | .00 | 5,179.00 | 84.8 % |
| 413 | FIRE DISTRICT | 1,151.00 | 1,151.00 | 1,393.18 | .00 | 242.18 | 121.0 % |
| 421 | GARBAGE AND REFUSE | 72,196.00 | 72,196.00 | 67,465.30 | 6,516.09 | 1,785.39 | 102.5 % |
| 431 | INSTRUCT EQUIPMENT REPAIR | 14,472.00 | 12,052.00 | 6,811.97 | 1,190.51 | 4,049.52 | 66.4 % |
| 432 | NON-INSTRUCT EQUIPMENT REPAIR | 70,799.00 | 70,299.00 | 56,384.25 | 12,598.20 | 1,316.55 | 98.1 % |
| 433 | BUILD & GROUNDS-REPAIR | 253,689.00 | 253,689.00 | 297,632.83 | 20,008.25 | 63,952.08 | 125.2 % |
| 442 | NON-INSTRUCT EQUIPMENT-RENT | 221,079.00 | 221,902.00 | 162,540.23 | 33,395.29 | 25,966.48 | 88.3 % |
| 511 | PUPIL TRANSPORTATION-CONTRACT | 4,322,827.00 | 4,322,827.00 | 3,759,758.91 | 518,523.36 | 44,544.73 | 99.0 % |
| 513 | PUPIL TRANSPORTATION-OTHER | 2,700.00 | 2,700.00 | 552.67 | .00 | 2,147.33 | 20.5 % |
| 515 | FIELD TRIPS | 95,357.00 | 94,389.00 | 79,487.13 | 32,421.70 | 17,519.83 | 118.6 % |
| 521 | PROPERTY/LIABILITY INS | 336,987.00 | 336,987.00 | 336,220.00 | .00 | 767.00 | 99.8 % |
| 523 | MEDICAL INSURANCE-SPORTS PROGRAM | 21,000.00 | 21,000.00 | 15,345.00 | .00 | 5,655.00 | 73.1 % |
| 531 | TELEPHONES | 106,744.00 | 106,260.00 | 74,666.77 | 14,585.43 | 17,007.80 | 84.0 % |
| 532 | POSTAGE | 50,370.00 | 50,118.00 | 30,618.29 | 11,333.41 | 8,166.30 | 83.7 % |
| 540 | ADVERTISING EXPENSE | 9,541.00 | 9,541.00 | 150.00 | 390.98 | 9,000.02 | 5.7 % |
| 550 | PRINTING EXPENSE | 62,080.00 | 58,739.00 | 36,648.51 | 7,793.00 | 14,297.49 | 75.7 % |
| 560 | TUITION EXPENSE | 3,000.00 | 3,000.00 | .00 | .00 | 3,000.00 | .0 % |
| 561 | TUITION-CONN LEA | 697,919.00 | 697,919.00 | 623,429.06 | 43,687.81 | 30,802.13 | 95.6 % |
| 563 | TUITION-PRIVATE FACILITY | 1,234,214.00 | 1,234,214.00 | 1,211,549.57 | 265,300.98 | 242,636.55 | 119.7 % |
| 580 | TRAVEL EXPENSES | 34,387.00 | 34,387.00 | 17,974.79 | 5,455.70 | 10,956.51 | 68.1 % |
| 611 | INSTRUCTIONAL SUPPLIES | 561,997.00 | 532,298.00 | 395,159.65 | 41,415.86 | 95,722.49 | 82.0 % |
| 612 | NON-INSTRUCTIONAL SUPPLIES | 187,664.00 | 177,716.00 | 115,053.09 | 25,965.18 | 36,697.73 | 79.4 % |
| 613 | MAINTENANCE SUPPLIES | 181,376.00 | 181,376.00 | 175,545.27 | 13,710.15 | 7,879.42 | 104.3 % |
| 614 | MAINTENANCE COMPONENTS | 36,923.00 | 36,923.00 | 22,423.63 | 10,284.87 | 4,214.50 | 88.6 % |
| 619 | GROUNDSKEEPING SUPPLIES | 6,355.00 | 6,355.00 | 3,159.36 | 1,335.99 | 1,859.65 | 70.7 % |
| 622 | ELECTRICITY | 1,050,126.00 | 1,050,126.00 | 708,200.26 | 100,836.67 | 241,089.07 | 77.0 % |
| 623 | BOTTLED GAS | 1,265.00 | 1,265.00 | 1,845.62 | 207.65 | 788.27 | 162.3 % |
| 624 | OIL | 246,005.00 | 246,005.00 | 222,477.86 | 23,526.86 | .28 | 100.0 % |
| 625 | NATURAL GAS | 350,931.00 | 350,931.00 | 239,391.76 | 9,765.07 | 101,774.17 | 71.0 % |
| 626 | GASOLINE | 40,631.00 | 40,631.00 | 33,940.21 | 5,160.32 | 1,530.47 | 96.2 % |
| 641 | TEXTS-NEW/NON-CONSUMABLE | 67,552.00 | 88,472.00 | 47,232.97 | 37,028.27 | 4,210.76 | 95.2 % |
| 642 | TEXTS-REP/ADD NON-CONSUMABLE | 69,464.00 | 65,290.00 | 53,373.78 | 6,857.80 | 5,058.42 | 92.3 % |
| 644 | TEXTS-REP/ADD CONSUMABLE | 69,753.00 | 66,872.00 | 66,014.28 | .00 | 857.72 | 98.7 % |
| 645 | LIBRARY BOOKS | 70,011.00 | 66,230.00 | 56,856.07 | 7,488.11 | 1,885.82 | 97.2 % |
| 646 | WORKBOOKS | 55,386.00 | 85,002.00 | 52,999.58 | 30,263.40 | 1,739.02 | 98.0 % |
| 647 | PERIODICALS | 29,748.00 | 29,947.00 | 25,332.27 | 1,425.20 | 3,189.53 | 89.3 % |
| 720 | BUILDINGS & IMPROVEMENTS | 2,000.00 | 2,000.00 | 738.35 | 650.00 | 611.65 | 69.4 % |
| 731 | INSTRUCTIONAL EQUIPMENT-NEW | 109,899.00 | 116,201.00 | 83,838.81 | 23,994.32 | 8,367.87 | 92.8 % |
| 732 | INSTRUCTIONAL EQUIPMENT-REPLACEMENT | 14,562.00 | 13,597.00 | 7,305.74 | 2,770.30 | 3,520.96 | 74.1 % |
| 733 | NON-INSTRUCTIONAL EQUIPMENT-NEW | 133,325.00 | 133,646.00 | 120,504.52 | 8,001.93 | 5,139.55 | 96.2 % |

FUND 001 000 GENERAL FUND

| Obj. | Description | Approved | Adjusted | Expended | Encumbered | Balance | Pct. Used |
|-------------------|------------------------------------|---------------|---------------|---------------|--------------|------------|-----------|
| 734 | NON-INSTRUCTION EQUIPMENT-REPLACEM | 27,729.00 | 30,620.00 | 19,803.06 | 3,394.00 | 7,422.94 | 75.8 % |
| 810 | DUES & FEES | 80,102.00 | 79,888.00 | 60,470.45 | 1,414.00 | 18,003.55 | 77.5 % |
| 900 | FEE REVENUE | 278,116.00- | 278,116.00- | 205,203.31- | .00 | 72,912.69- | .0 % |
| 910 | TUITION REVENUE | 95,200.00- | 95,200.00- | 81,504.00- | .00 | 13,696.00- | .0 % |
| 920 | GRANT REVENUE STATE | 849,895.00- | 849,895.00- | 756,564.00- | .00 | 93,331.00- | .0 % |
| 960 | MEDICAID REIMBURSEMENT | 60,000.00- | 60,000.00- | 35,691.31- | .00 | 24,308.69- | .0 % |
| 965 | VENDOR REBATE REVENUE | 67,700.00- | 67,700.00- | 37,432.41- | .00 | 30,267.59- | .0 % |
| 998 | TRANSFER IN | .00 | .00 | 17,892.00- | .00 | 17,892.00 | .0 % |
| ** FINAL TOTAL ** | | 56,945,211.00 | | 49,411,199.76 | | 973,085.00 | |
| | | | 56,945,211.00 | | 6,560,926.24 | | 98.3 % |
| "FINAL TOTAL" | | 56,945,211.00 | | 48,981,183.68 | | 859,436.51 | |
| 5/31/2010 | | | 56,945,211.00 | | 7,104,590.81 | | 98.5% |
| Variance | | 0.00 | 0.00 | 430,016.08 | -543,664.57 | 113,648.49 | -0.2% |

| Prog | Description | Approved | Adjusted | Expended | Encumbered | Balance | Pct. Used |
|------|---------------------------------|--------------|--------------|--------------|--------------|------------|-----------|
| 1101 | KINDERGARTEN | 677,818.00 | 648,508.00 | 524,339.46 | 124,168.54 | .00 | 100.0 % |
| 1102 | NON DEPT INSTRUCT GR 1-5 | 6,754,724.00 | 6,700,904.00 | 5,446,143.91 | 1,203,186.57 | 51,573.52 | 99.2 % |
| 1103 | BUSINESS EDUCATION | 239,565.00 | 281,191.00 | 250,988.20 | 30,195.80 | 7.00 | 100.0 % |
| 1104 | ENGLISH/LANGUAGE ARTS | 1,774,274.00 | 1,827,510.00 | 1,470,495.83 | 336,937.51 | 20,076.66 | 98.9 % |
| 1105 | FOREIGN LANGUAGE | 964,977.00 | 974,706.00 | 809,550.38 | 164,522.33 | 633.29 | 99.9 % |
| 1106 | HOME ECONOMICS | 177,803.00 | 177,803.00 | 154,098.41 | 23,755.71 | 51.12- | 100.0 % |
| 1107 | INDUSTRIAL ARTS | 298,649.00 | 298,649.00 | 253,281.94 | 45,218.71 | 148.35 | 100.0 % |
| 1108 | MATHEMATICS | 1,538,736.00 | 1,523,601.00 | 1,268,731.73 | 243,975.29 | 10,893.98 | 99.3 % |
| 1109 | MUSIC | 787,177.00 | 773,608.00 | 598,692.34 | 167,990.94 | 6,924.72 | 99.1 % |
| 1110 | PHYSICAL EDUCATION | 917,745.00 | 946,295.00 | 758,058.10 | 180,318.33 | 7,918.57 | 99.2 % |
| 1111 | SCIENCE | 1,551,417.00 | 1,606,193.00 | 1,304,454.19 | 287,255.32 | 14,483.49 | 99.1 % |
| 1112 | SOCIAL STUDIES | 1,519,815.00 | 1,411,681.00 | 1,207,147.53 | 202,668.98 | 1,864.49 | 99.9 % |
| 1113 | PATIENT CARE TECHNOLOGY | 16,635.00 | 16,635.00 | 13,972.60 | 2,868.00 | 205.60- | 101.2 % |
| 1116 | HEALTH AND SAFETY | 305,547.00 | 281,441.00 | 228,052.70 | 51,394.08 | 1,994.22 | 99.3 % |
| 1118 | CAREER EDUCATION | 27,712.00 | 27,712.00 | 25,127.76 | 2,609.25 | 25.01- | 100.1 % |
| 1119 | COMPUTER EDUCATION | 371,551.00 | 372,310.00 | 315,310.91 | 44,616.71 | 12,382.38 | 96.7 % |
| 1120 | DRIVER EDUCATION | 58.00 | 58.00 | 371.70- | 429.70 | .00 | 100.0 % |
| 1121 | REMEDIAL READING | 849,633.00 | 848,523.00 | 705,772.12 | 142,332.45 | 418.43 | 100.0 % |
| 1123 | ENGLISH AS A SECOND LANG | 133,407.00 | 125,907.00 | 99,290.62 | 24,494.78 | 2,121.60 | 98.3 % |
| 1124 | DISTRIBUTIVE EDUCATION | 56,012.00 | 56,012.00 | 44,809.60 | 11,202.40 | .00 | 100.0 % |
| 1127 | ART | 837,878.00 | 838,099.00 | 698,659.08 | 138,889.15 | 550.77 | 99.9 % |
| 1128 | GENERAL INSTRUCT SUPPLIES | 376,140.00 | 350,106.00 | 269,253.83 | 16,530.06 | 64,322.11 | 81.6 % |
| 1129 | SUBSTITUTE TEACHERS | 340,909.00 | 340,909.00 | 293,442.11 | .00 | 47,466.89 | 86.1 % |
| 1130 | INSTRUCTIONAL TESTING | 106,330.00 | 105,734.00 | 92,829.44 | 10,510.18 | 2,394.38 | 97.7 % |
| 1131 | NON DEPT INSTRUCT GR 6-12 | 111,610.00 | 112,414.00 | 79,845.97 | 5,330.51 | 27,237.52 | 75.8 % |
| 1210 | GIFTED TALENTED/ENRICHMT | 109,200.00 | 109,200.00 | 79,036.59 | 26,128.00 | 4,035.41 | 96.3 % |
| 1211 | EXCEL-EXPER. CTR EARLY MAN | 390,429.00 | 390,779.00 | 320,738.65 | 52,696.82 | 17,343.53 | 95.6 % |
| 1212 | SPECIAL ED-NON CATEGORICL | 4,853,210.00 | 4,872,896.00 | 4,145,219.27 | 741,741.34 | 14,064.61- | 100.3 % |
| 1215 | TRANSITION 18-21 PROGRAM (LHTC) | 177,413.00 | 176,172.00 | 159,322.37 | 11,452.80 | 5,396.83 | 96.9 % |
| 1250 | CHAPTER I PROGRAM | .00 | .00 | .00 | .00 | .00 | .0 % |
| 1270 | TUTORIAL | 210,779.00 | 210,779.00 | 146,469.62 | .00 | 64,309.38 | 69.5 % |
| 1271 | HOMEBOUND INSTRUCTION | 57,050.00 | 57,050.00 | 76,926.66 | .00 | 19,876.66- | 134.8 % |
| 1290 | OTHER SPECIAL EDUCATION | 292,163.00 | 292,894.00 | 263,423.96 | 28,486.19 | 983.85 | 99.7 % |
| 1291 | SPEC ED PARA SUBSTITUTES | 69,026.00 | 58,510.00 | 86,489.08 | .00 | 27,979.08- | 147.8 % |
| 1310 | ADULT ED-BASIC PROGRAM | 86,441.00 | 86,441.00 | 76,752.96 | 676.82 | 9,011.22 | 89.6 % |
| 1311 | ADULT ED-HIGH SCHL EQUIV | 5,191.00 | 5,191.00 | 2,460.06 | 475.00 | 2,255.94 | 56.5 % |
| 2113 | SOCIAL WORK SERVICES | 249,202.00 | 249,202.00 | 210,666.19 | 37,944.00 | 591.81 | 99.8 % |
| 2120 | GUIDANCE SERVICES | 952,641.00 | 951,716.00 | 770,612.07 | 155,967.62 | 25,136.31 | 97.4 % |
| 2130 | HEALTH SERVICES | 906,171.00 | 906,206.00 | 801,034.33 | 153,771.99 | 48,600.32- | 105.4 % |
| 2140 | PSYCHOLOGICAL SERVICES | 453,299.00 | 452,399.00 | 371,406.58 | 74,234.00 | 6,758.42 | 98.5 % |
| 2150 | SPEECH AND HEARING | 765,201.00 | 768,626.00 | 650,934.05 | 122,398.14 | 4,706.19- | 100.6 % |
| 2211 | STAFF DEVELOPMENT & TRAIN | 55,600.00 | 55,600.00 | 40,458.02 | 729.00 | 14,412.98 | 74.1 % |
| 2212 | CURRICULUM DEVELOPMENT | 118,625.00 | 118,029.00 | 107,392.63 | 7,101.65 | 3,534.72 | 97.0 % |
| 2222 | LIBRARY SERVICES | 654,776.00 | 654,956.00 | 525,828.66 | 119,108.74 | 10,018.60 | 98.5 % |
| 2223 | AUDIO-VISUAL SERVICES | 21,428.00 | 20,834.00 | 4,885.58 | 6,702.78 | 9,245.64 | 55.6 % |
| 2224 | EDUCATIONAL TELEVISION | 1,600.00 | 1,600.00 | 462.26 | 1,124.77 | 12.97 | 99.2 % |
| 2310 | BOARD OF EDUCATION | 151,750.00 | 151,750.00 | 207,209.39 | 8,718.15 | 64,177.54- | 142.3 % |
| 2320 | CENTRAL ADMINISTRATION | 339,912.00 | 348,918.00 | 299,038.14 | 27,922.25 | 21,957.61 | 93.7 % |
| 2410 | OFFICE OF THE PRINCIPAL | 2,563,684.00 | 2,551,979.00 | 2,298,297.30 | 240,256.21 | 13,425.49 | 99.5 % |
| 2490 | OTHER SCHOOL ADMINISTRATN | 81,983.00 | 81,983.00 | 56,792.95 | 22,006.81 | 3,183.24 | 96.1 % |
| 2510 | FISCAL SERVICES | 448,845.00 | 448,845.00 | 379,195.61 | 28,930.57 | 40,718.82 | 90.9 % |
| 2590 | OTHER BUSINESS SUPPRT SERV | 474,633.00 | 474,512.00 | 384,308.86 | 2,556.77 | 87,646.37 | 81.5 % |
| 2610 | CUSTODIAL & HOUSEKEEPING | 1,905,243.00 | 1,905,243.00 | 1,818,067.35 | 15,768.83 | 71,406.82 | 96.3 % |

FUND 001 000 GENERAL FUND

| Prog | Description | Approved | Adjusted | Expended | Encumbered | Balance | Pct. Used |
|----------------------------|-------------------------------------|---------------|---------------|---------------|--------------|-------------|-----------|
| 2620 | MAINTENANCE & REPAIR | 3,048,024.00 | 3,047,540.00 | 2,538,225.38 | 225,334.38 | 283,980.24 | 90.7 % |
| 2630 | BUILDING USE ADMINISTRATION | 26,825.00- | 26,825.00- | 23,174.06- | 492.00 | 4,142.94- | 84.6 % |
| 2710 | REIMBURSABLE TRANSPORT | 4,147,256.00 | 4,147,256.00 | 3,602,660.76 | 518,523.36 | 26,071.88 | 99.4 % |
| 2790 | NON-REIMBURSABLE TRANSPRT | .00 | .00 | 1,307.50 | .00 | 1,307.50- | .0 % |
| 2810 | PLANNING & EVALUATION | 24,800.00 | 24,800.00 | 4,672.50 | 8,309.86 | 11,817.64 | 52.3 % |
| 2820 | COMMUNICATION & COMM/STAFF RELATION | 14,100.00 | 14,100.00 | 1,332.45 | 60.50 | 12,707.05 | 9.9 % |
| 2830 | RECRUITING/PERSONNEL SERV | 172,158.00 | 172,158.00 | 153,763.26 | 13,823.97 | 4,570.77 | 97.3 % |
| 2840 | TECHNOLOGY | 223,204.00 | 223,204.00 | 200,456.32 | 2,627.74 | 20,119.94 | 91.0 % |
| 2910 | SOCIAL SECURITY | 595,826.00 | 595,826.00 | 520,799.64 | .00 | 75,026.36 | 87.4 % |
| 2920 | MEDICARE | 390,914.00 | 390,914.00 | 382,516.79 | .00 | 8,397.21 | 97.9 % |
| 2930 | LIFE INSURANCE | 109,714.00 | 109,714.00 | 101,562.78 | 6,437.22 | 1,714.00 | 98.4 % |
| 2940 | DISABILITY INSURANCE | 108,225.00 | 108,225.00 | 82,867.05 | 19,132.95 | 6,225.00 | 94.2 % |
| 2950 | MEDICAL INSURANCE | 7,147,373.00 | 7,147,373.00 | 7,147,373.00 | .00 | .00 | 100.0 % |
| 2960 | UNEMPLOYMENT INSURANCE | 188,799.00 | 271,244.00 | 118,089.69 | 11,000.02 | 142,154.29 | 47.6 % |
| 2970 | OTHER BENEFITS | 685,947.00 | 685,947.00 | 661,214.00 | 3,695.00 | 21,038.00 | 96.9 % |
| 2980 | PENSION-NON CERTIFIED EMPLOYEES | 623,143.00 | 623,143.00 | 633,454.00 | .00 | 10,311.00- | 101.7 % |
| 3210 | INTERSCHOLASTIC SPORTS | 531,411.00 | 532,248.00 | 431,481.34 | 71,150.33 | 29,616.33 | 94.4 % |
| 3211 | INTRAMURAL SPORTS | 30,786.00 | 30,786.00 | 15,154.50 | .00 | 15,631.50 | 49.2 % |
| 3212 | OTHER STUDENT ACTIVITIES | 191,874.00 | 191,874.00 | 110,071.62 | 3,634.44 | 78,167.94 | 59.3 % |
| 6110 | TUITION-CONN PUB SCHL DIS | 609,060.00 | 609,060.00 | 544,328.06 | 43,687.81 | 21,044.13 | 96.5 % |
| 6130 | TUITION-NON PUBLIC SCHL | 858,608.00 | 858,608.00 | 877,189.57 | 265,300.98 | 283,882.55- | 133.1 % |
| 7002 | CAPITAL-TECHNOLOGY | 139,197.00 | 139,197.00 | 110,447.36 | 19,415.13 | 9,334.51 | 93.3 % |
| ** FINAL TOTAL ** | | 56,945,211.00 | | 49,411,199.76 | | 973,085.00 | |
| | | | 56,945,211.00 | | 6,560,926.24 | | 98.3 % |
| "FINAL TOTAL" 5/31/2010 | | 56,945,211.00 | | 48,981,183.68 | | 859,436.51 | |
| | | | 56,945,211.00 | | 7,104,590.81 | | 98.5% |
| Variance | | 0.00 | 0.00 | 430,016.08 | -543,664.57 | 113,648.49 | -0.2% |

**NEW MILFORD PUBLIC SCHOOLS
BUDGET TRANSFER REQUESTS – RECOMMENDED
BOE MEETING DATE: 06/14/11**

| Transfer # | Description | From: Account# | Amount | To: Account # | Amount |
|-------------------|---|---------------------------|-------------------|--------------------------|---------------|
| SMS 001 | LanSchool – License Allowing LMC to Monitor Students on Computers | 04-431-2223 | \$707.00 | 04-731-2223 | \$707.00 |
| NMHS 001 | Barcode Discount – Barcode Scanners | 05-647-2222 | \$480.00 | 05-732-2222 | \$480.00 |
| SNIS 001 | Scholastic – Increase in Price For Periodicals | 06-611-1128 | \$1,457.00 | 06-647-1112 | \$1,457.0 |
| SNIS 002 | McGraw Hill Publishing – EDM Math Journals for Fourth Grade | 06-642-1104 | \$2,013.00 | | |
| | | 06-642-1108 | \$ 570.00 | | |
| | | 06-642-1112 | <u>\$2,000.00</u> | | |
| | | | \$4,583.00 | 06-646-1108 | \$4,583.00 |

Connecticut State Department of Education
Addendum to Agreement for Child Nutrition Programs (ED-099)
Healthy Food Certification Statement

Section 1 – Background

Section 10-215e of the Connecticut General Statutes directs the Connecticut State Department of Education (CSDE) to develop and publish nutrition standards for food items offered for sale to students at school separately from reimbursable meals sold as part of the National School Lunch Program and School Breakfast Program. Section 10-215f requires that participants in the National School Lunch Program, including each local and regional board of education, regional educational service center, the Connecticut Technical High School System and the governing authority for each state charter school, interdistrict magnet school and endowed academy, must certify each year in its annual application to the CSDE whether all food items made available for sale to students will meet the nutrition standards. Section 10-215b further provides additional funding to National School Lunch Program participants who annually certify compliance with the Connecticut Nutrition Standards.

Section 2 – Certification Statement

► ***Must be completed by all Connecticut public school districts that participate in the National School Lunch Program.***

On behalf of the New Milford Board of Education and
(Name of the Board of Education or Governing Authority)

pursuant to section 10-215f of the Connecticut General Statutes, I hereby certify that all food items offered for sale to students in the school(s) under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, *(select appropriate box)*

☒ **will** *(must complete Sections 3 and 4 on page 2)*

☐ **will not** *(sign below and return form)*

meet said standards during the period of **July 1, 2011 through June 30, 2012**. Such certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises, whether or not school sponsored.

**Local or Regional Board of Education or
Governing Authority**

Signature: _____
(Signature of the Authorized Representative) *(Printed Name of the Authorized Representative)*

Superintendent of Schools June 14, 2011
Title (Superintendent of Schools, President or Chairperson of the Board) *Date of Authorization*

Section 3 – Exemption Statement

► *To be completed only by districts opting for the healthy food certification, i.e., those districts that checked “will” in Section 2.*

Pursuant to section 10-215f of the Connecticut General Statutes, I hereby acknowledge that the board of education or governing authority, (select appropriate box)

☒ will

☐ will not

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.

Section 4 – Amendment to Agreement for Child Nutrition Programs (ED-099)

► *To be completed only by districts opting for the healthy food certification, i.e., those districts that checked “will” in Section 2.*

Pursuant to section 10-215f of the Connecticut General Statutes, the Agreement for Child Nutrition Programs (ED-099) with

New Milford Board of Education

(Name of the Board of Education or Governing Authority)

is hereby amended to include the above certification statement of compliance with the Connecticut Nutrition Standards and application for funding related to those standards. This addendum covers the period from **July 1, 2011 through June 30, 2012.**

Local or Regional Board of Education or Governing Authority

Signature: _____
(Signature of the Authorized Representative) *(Printed Name of the Authorized Representative)*

Superintendent of Schools June 14, 2011
Title (Superintendent of Schools, President or Chairperson of the Board) *Date of Authorization*

FOR STATE USE ONLY • DO NOT SIGN BELOW THIS LINE

Connecticut State Department of Education

Signature: _____ Brian Mahoney
(Signature of State Agency Representative) *(Printed Name of State Agency Representative)*

Chief Financial Officer
Title

Date

The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons and does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, national origin, sex, disability, age, religion or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. Inquiries regarding the Department of Education's nondiscrimination policies should be directed to the Equal Employment Opportunity Manager, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101.



NEW MILFORD PUBLIC SCHOOLS

BUSINESS OFFICE

50 EAST STREET
NEW MILFORD, CT. 06776

Gregg A Miller
Director of Fiscal Services

Telephone : (860) 354 -8726
Fax : (860) 355-4966

June 1, 2011

Dr. JeanAnn C. Paddyfote
Superintendent of Schools
50 East Street
New Milford, CT 06776

Re: RFP: Life, AD&D, LTD-9/1/2011-9/30/2014

Dear Dr. Paddyfote,

This is to advise you that Requests for Proposals (RFPs) for the above services were sent out by our current broker, The McKellan Group.

We met with The McKellan Group on May 25th, 2011. There were a total of 4 bidders. At the time of this bid, the current provider Anthem had not submitted a quote. It is our recommendation that Sun Life be awarded the bid for three (3) years on the basis of being the lower, annual bidder.

| | | <u>Life</u> | <u>AD&D</u> | <u>LTD</u> | <u>Total Cost</u> | <u>Guarantee</u> |
|----------------|---------|-------------|-----------------|------------|-------------------|------------------|
| Sun Life- | Rate | \$0.110 | \$0.020 | \$0.270 | | |
| | Premium | \$76,391 | \$13,889 | \$73,822 | \$164,102 | 3-Yr Rate |
| Hartford- | Rate | \$0.120 | \$0.020 | \$0.280 | | |
| | Premium | \$83,336 | \$13,889 | \$76,556 | \$173,781 | 3-Yr Rate |
| Fort Dearborn- | Rate | \$0.120 | \$0.020 | \$0.26 | | |
| | Premium | \$83,336 | \$13,889 | \$71,088 | \$168,313 | 2-Yr Rate |
| Standard- | Rate | \$0.14 | \$0.020 | \$0.35 | | |
| | Premium | \$97,225 | \$13,889 | \$95,695 | \$206,810 | 2-Yr Rate |

The total costs above are on an annual basis. The rates are guaranteed for either two or three years depending upon the Vendor. I have discussed this recommendation with the Ellie Baldelli, the Personnel Director, and she concurs.

Gregg A. Miller

Cc: Ellie Baldelli-Personnel Director
Norma Calhoun



NEW MILFORD PUBLIC SCHOOLS

BUSINESS OFFICE
50 EAST STREET
NEW MILFORD, CT. 06776

Gregg A Miller
Director of Fiscal Services

Telephone : (860) 354 -8726

Fax : (860) 355-4966

June 1, 2011

Dr. JeanAnn C. Paddyfote
Superintendent of Schools
50 East Street
New Milford, CT 06776

Re: RFP Waste Disposal
7/1/2011-6/30/2014

Dear Dr. Paddyfote,

This is to advise you that Requests for Proposals (RFPs) for the services of waste disposal were sent out and combined with the Town's. The Town requested an RFP for both of us, and two responses were received.

Marilee Underwood opened the bids for the Town on May 12, 2011. It is our recommendation that Winter Brothers Hauling of CT be awarded the bid for three (3) years on the basis of being the lower, annual bidder. Winter Brothers Hauling of CT is also the District's current provider.

| | <u>Year 1</u> | <u>Year 2</u> | <u>Year 3</u> |
|--------------------------------------|---------------|---------------|---------------|
| Winter Brothers Hauling--All Schools | \$48,997- | \$50,470- | \$51,984- |
| Central Office | \$2,104- | \$2,167- | \$2,233- |
| Total Annual | \$51,101- | \$52,637- | \$54,217- |
| All American Waste-- All Schools | \$57,202- | \$60,062- | \$63,065 |
| Central Office | \$2,215- | \$2,326- | \$2,442- |
| Total Annual | \$59,417- | \$62,388- | \$65,507- |

I have discussed this recommendation with the John Calhoun, the Facilities Director, and he concurs.

Gregg A. Miller

Cc: Maureen E. McLaughlin, Ph.D., Assistant Superintendent
John Calhoun, Facilities Director



**NEW MILFORD PUBLIC SCHOOLS
FACILITIES DEPARTMENT**

386 Danbury Road
NEW MILFORD, CT. 06776

John E. Calhoun
Facilities Manager

Telephone : (860) 354 - 6265
Fax : (860) 210-2233

To: Dr. JeanAnn Paddyfote
From: Mr. John Calhoun
Date: June 2, 2011
Re: Lillis Administration Building
Window Replacement Bid Award

The RFP for Window Replacement at East Street was sent to three vendors, with only one vendor responding. The purpose of this memo is to seek approval to award the bid for the "Window Replacement Project" at the Lillis Administration Building to Action Glass Co. Inc. The bid from Action Glass Co., Inc. for the entire project was \$145,203.00.



NEW MILFORD PUBLIC SCHOOLS

BUSINESS OFFICE

50 EAST STREET
NEW MILFORD, CT. 06776

Gregg A Miller
Director of Fiscal Services

Telephone : (860) 354 -8726
Fax : (860) 355-4966

June 1, 2011

Dr. JeanAnn Paddyfote
Superintendent of Schools
50 East St.
New Milford, CT 06776

Subject: Bid Award Food & Nutrition Services Department

This is to inform you that the Food Service Director has asked to extend the contract with the following Vendor for an additional year pursuant to our Milk bid of 2010-2011, which reserves the Boards rights to extend the contract. The extension period would cover July 1, 2011 to June 30, 2012. We would re-bid this for the 2012-2013 fiscal year.

Milk Products

Wade Dairy Inc.
1316 Barnum Avenue
Bridgeport, CT 06610

Wade Dairy is the current provider, and we will provide written notice to them upon the Board granting approval.

Should you have any questions, please let me know.

Sincerely,

Gregg A Miller

Gregg A. Miller
Director of Fiscal Services

Cc: Sandra Sullivan

NEW MILFORD HIGH SCHOOL
MEMORANDUM
Office of the Assistant Principal

To: Dr. JeanAnn Paddyfote, Superintendent
From: Suzi Greene
Date: 5/26/2011
Re: Perkins Grant 2011-2012

New Milford High School has again applied for monies for the Perkins Grant for the next school year. Perkins monies are targeted for Business and Vocational Education programs. The many programs under this umbrella include the following:

- Medical Technology which includes Allied Health, Sports Medicine, Medical Careers
- Media Productions
- Desktop Publishing (Cut, Paste & Copy)
- Business Computer Applications along with Web Design and Accounting II
- Child Development
- Marketing, Marketing II
- Internship Program
- Projects Unlimited
- AutoCAD
- Personal Finance

This past year we were given approximately \$35,000 for our various Business/Vocational Education and Enterprise programs. We were able to purchase new computers for AutoCad classes, new equipment for Woodshop, as well as other instructional supplies. The monies also contributed to new equipment for the Medical Careers program as well as computer and camera equipment for CP & C and for Media Productions.

This new grant, with our request for approximately \$36,000 includes requests for funds to purchase site licenses for the Personal Finance course, Smart Boards for Medical Careers, Marketing, and Early Childhood, new equipment for Woodshop, replacing equipment that is at least 10 years old. We are also continuing to equip the CP&C area with mini Mac computers as we have funds available. We have continued to include requests for professional development and subject are related conferences for teachers. We are also testing the Personal Finance and Early Childhood students for the first time in 2011-2012 in the Connecticut Technology Exam.

ED 114 FISCAL YEAR 2012
STATUS:

BUDGET FORM

FUNDING

| | | |
|---|--|-------------------------------------|
| GRANTEE NAME: | | VENDOR CODE: |
| GRANT TITLE: CARL D. PERKINS CAREER AND TECHNICAL EDUCATIONAL IMPROVEMENT ACT OF 2006 | | |
| PROJECT TITLE: SECONDARY BASIC GRANT | | |
| CORE-CT CLASSIFICATION: FUND: 12060 | SPID: 20742 | PROGRAM: 84010 |
| BUDGET REFERENCE: 2012 | | CHARTFIELD1: 170002 CHARTFIELD2: |
| GRANT PERIOD: 7/1/2011 - 6/30/2012 | | AUTHORIZED AMOUNT: \$36834.00 |
| AUTHORIZED AMOUNT by SOURCE: | | |
| LOCAL BALANCE: \$ | CARRY-OVER DUE:\$ | CURRENT DUE: \$ |
| CODES | DESCRIPTIONS | BUDGET |
| 111A | ADMINISTRATOR/SUPERVISOR SALARIES | |
| 111B | TEACHERS | 4000.00 |
| 112A | EDUCATION AIDES | |
| 112B | CLERICAL | 400.00 |
| 119 | OTHERS | |
| 200 | PERSONAL SERVICES-EMPLOYEE BENEFITS | |
| 321 | TUTORS | |
| 322 | IN SERVICE | 1800.00 |
| 323 | PUPIL SERVICES | |
| 330 | OTHER PROFESSIONAL TECHNICAL SERVICES | |
| 510 | PUPIL TRANSPORTATION | 1500.00 |
| 580 | TRAVEL | 1500.00 |
| 590 | OTHER PURCHASED SERVICES | 4995.00 |
| 611 | INSTRUCTIONAL SUPPLIES | 9864.00 |
| 641 | TEXTBOOKS | 1875.00 |
| 700 | PROPERTY | 10900.00 |
| 940 | INDIRECT COSTS | |
| | TOTAL | 36834.00 |
| XANR | AGRICULTURE AND NATURAL RESOURCES | |
| XAVC | ARTS, AUDIO VIDEO TECH, AND COMM. SERVICES | 1962.00 |
| XBAS | BUSINESS AND ADMIN. SERVICES | 7491.00 |
| XCON | CONSTRUCTION | 8533.00 |
| XETS | EDUCATION AND TRAINING SERVICES | |
| XFS | FINANCIAL SERVICES | |
| XHS | HEALTH SERVICES | 3200.00 |
| XHSS | HUMAN SERVICES | 5090.00 |
| XHT | HOSPITALITY & TOURISM | |
| XITS | INFO. TECH. TELECOM. SERVICES | 500.00 |
| XLP | LEGAL AND PROTECTIVE SERVICES | |
| XMAN | MANUFACTURING | |
| XPAG | PUBLIC ADMINISTRATION/GOVERNMENT SERVICES | |
| XSRT | SCIENTIFIC RESEARCH, ENGR. AND TECH SVCS. | |
| XTDL | TRANSPORTATION, DIST. AND LOGISTICS SVCS. | |
| XWRS | WHOLESALE/RETAIL SALES AND SERVICES | 2239.00 |

____ ORIGINAL REQUEST DATE

____ REVISED REQUEST DATE

____ STATE DEPARTMENT OF EDUCATION
PROGRAM MANAGER AUTHORIZATION

____ DATE OF
APPROVAL



NEW MILFORD PUBLIC SCHOOLS
Office for Student Affairs
50 East Street
New Milford, Connecticut 06776

MEMORANDUM

TO: Dr. JeanAnn Paddyfote
FROM: Adele S. Johnson
DATE: May 16, 2011
RE: IDEA Grant

Attached are Budget pages for the IDEA, Part B, Section 611 and Section 619 grants. These are entitlement grants, not competitive grants, and funds must be spent on activities that support district goals for special education students. IDEA-611 is for students 3-21 years old and IDEA-619 is solely for activities supporting children 3-5 years old. The major expenditures for each of these grants are on staffing. The budget narrative pages explain the full-time equivalents and the actual expenditure line for each category. The IDEA- 611 grant is \$877,461 and IDEA-619 is \$34,948.

District Goals supporting the grants:

IDEA – 611

1. To increase opportunities for all students with disabilities meaningful learning time with nondisabled peers.
2. To increase parent partnerships in the participation of their child's educational program.
3. To increase opportunities for students with disabilities to access technology, to promote communication, access to general curriculum and learning.
4. To provide appropriate instruction for students with specific learning needs
5. To increase the proficiency and accuracy of paperwork, written goals and data related to special education.
6. To promote best practices for transition planning.

IDEA – 619

1. Provide special educational preschool program within a fully inclusive environment with nondisabled typical peers.
2. To enhance preschool programming addressing state Preschool Curriculum and other best practices.

ED114 FISCAL YEAR 2012

BUDGET FORM

FUNDING STATUS:

GRANTEE NAME: New Milford Public Schools

TOWN CODE: 00096

GRANT TITLE: IDEA, PART B, SECTION 611

PROJECT TITLE: IDEA, PART B, Section 611 ENTITLEMENT GRANT

CORE-CT CLASSIFICATION:

FUND: 12060 SPID: 20977 PROGRAM: 82032

BUDGET REFERENCE: 2011

CHARTFIELD1: 170002

CHARTFIELD2:

GRANT PERIOD: 7/01/11 - 6/30/13

AUTHORIZED AMOUNT:\$877,461

AUTHORIZED AMOUNT by SOURCE: CURRENT DUE:\$

LOCAL BALANCE:\$

CARRY-OVER DUE:\$

| CODES | DESCRIPTIONS | PUBLIC | NON PUBLIC | TOTAL |
|-------|---------------------------------------|---------|------------|---------|
| 111A | ADMINISTRATOR/SUPERVISOR SALARIES | 59,703 | | 59,703 |
| 111B | TEACHERS | 655,592 | 12,818 | 668,410 |
| 112A | EDUCATION AIDES | 121,506 | | 121,506 |
| 112B | CLERICAL | | | |
| 119 | OTHERS | | | |
| 200 | PERSONAL SERVICES-EMPLOYEE BENEFITS | | | |
| 321 | TUTORS | | | |
| 322 | IN SERVICE | 1,000 | | 1,000 |
| 323 | PUPIL SERVICES | 7,581 | | 7,581 |
| 324 | FIELD TRIPS | 300 | | 300 |
| 325 | PARENT ACTIVITIES | 400 | | 400 |
| 330 | OTHER PROFESSIONAL/TECHNICAL SERVICES | 13,424 | | 13,424 |
| 331 | AUDIT | | | |
| 400 | PURCHASED PROPERTY SERVICES | | | |
| 510 | PUPIL TRANSPORTATION | | | |
| 530 | COMMUNICATIONS | | | |
| 560 | TUITION | | | |
| 580 | TRAVEL | 500 | | 500 |
| 590 | OTHER PURCHASED SERVICES | | | |
| 611 | INSTRUCTIONAL SUPPLIES | 637 | | 637 |
| 612 | ADMINISTRATIVE SUPPLIES | | | |
| 690 | OTHER SUPPLIES | 4,000 | | 4,000 |
| 700 | PROPERTY | | | |
| 890 | OTHER OBJECTS | | | |
| 940 | INDIRECT COSTS | | | |
| | TOTAL | 864,643 | 12,818 | 877,461 |

ED114 FISCAL YEAR 2012

BUDGET FORM

FUNDING STATUS:

| GRANTEE NAME: New Milford Public Schools | | TOWN CODE: 00096 | | |
|--|---------------------------------------|-----------------------------|------------|--------|
| GRANT TITLE: IDEA, PART B, SECTION 619 PROJECT TITLE: IDEA, PART B, Section 619 Preschool Entitlement CORE-CT CLASSIFICATION: FUND: 12060 SPID: 20983 PROGRAM: 82032 BUDGET REFERENCE: 2011 CHARTFIELD1: 170002 CHARTFIELD2: | | | | |
| GRANT PERIOD: 7/01/11 - 6/30/13 | | AUTHORIZED AMOUNT:\$ 34,948 | | |
| AUTHORIZED AMOUNT by SOURCE: CURRENT DUE:\$ LOCAL BALANCE:\$ CARRY-OVER DUE:\$ | | | | |
| CODES | DESCRIPTIONS | PUBLIC | NON PUBLIC | TOTAL |
| 111A | ADMINISTRATOR/SUPERVISOR SALARIES | | | |
| 111B | TEACHERS | 24,867 | | 24,867 |
| 112A | EDUCATION AIDES | | | |
| 112B | CLERICAL | | | |
| 119 | OTHERS | | | |
| 200 | PERSONAL SERVICES-EMPLOYEE BENEFITS | | | |
| 321 | TUTORS | | | |
| 322 | IN SERVICE | 1,000 | | 1,000 |
| 323 | PUPIL SERVICES | 7,581 | | 7,581 |
| 324 | FIELD TRIPS | | | |
| 325 | PARENT ACTIVITIES | | | |
| 330 | OTHER PROFESSIONAL TECHNICAL SERVICES | | | |
| 331 | AUDIT | | | |
| 510 | PUPIL TRANSPORTATION | | | |
| 530 | COMMUNICATIONS | | | |
| 560 | TUITION | | | |
| 580 | TRAVEL | 500 | | 500 |
| 600 | SUPPLIES | | | |
| 690 | Other Supplies | 1,000 | | 1,000 |
| 700 | PROPERTY | | | |
| 940 | INDIRECT COSTS | | | |
| | TOTAL | 34,948 | | 34,948 |



NEW MILFORD ADULT EDUCATION

Denise Duggan, *Director*
Joe Neff, *School Counselor*
Christy Martin, *Facilitator*

388 Danbury Road, New Milford, CT 06776
(860) 350-6647 ext 1176 Fax (860) 210-2256
web address: www.adulted@newmilfordps.org

May 25th, 2011

Dear Board members,

The following grants are being submitted for board approval as part of the 2011-12 Adult Education Program Improvement Projects. These grants are in the fourth year of a four- year grant cycle.

Transition to the future:

This grant is for students with 16 or more credits who are preparing for graduation. It also is for students found deficient in basic skills. The objectives of the grant are as follows:

- To remediate students deficient in Math and English skills
- Assist students to identify goals and connect them to career pathways
- Create Career clusters and relate those clusters to our curriculum
- To create and nurture community partnerships for independent studies and job shadows

English Language Acquisition Civics Education:

This grant is focused on beginner through advanced ESL students. The students are seeking to improve their English skills and some of the students also seek to obtain citizenship. The objectives of the grant are as follows:

- To improve the English speaking, reading and writing skills for the ESL population
- To educate ESL students about their community and have them actively participate in local events
- To educate ESL student in the areas of US Government, Civics and Citizenship
- To transition higher level students to ABE/GED classes

Sincerely,

Denise Duggan
Director of Adult Education

**APPENDIX D
COMPREHENSIVE BUDGET ED-114**

ED114 FISCAL YEAR 2012

BUDGET FORM

FUNDING STATUS:

GRANTEE NAME:

VENDOR ID:

**Transition to Post-Secondary
Education and Training**

GRANT TITLE: Adult Education

PROJECT TITLE: Program Improvement Project(s)

FUND: 12060

SPID:20784

YEAR:

PROGRAM: 84002 CF1:

CF2:

GRANT PERIOD: 07/01/11 - 06/30/12

AUTHORIZED AMOUNT:

AUTHORIZED AMOUNT by SOURCE:

LOCAL BALANCE

CARRYOVER DUE:

CURRENT DUE:

| CODES | DESCRIPTIONS | BUDGET AMOUNT |
|-------|---|---------------|
| 111A | ADMINISTRATOR/SUPERVISOR SALARIES | |
| 111B | TEACHERS | \$36,860 |
| 112A | EDUCATION AIDES | |
| 112B | CLERICAL | |
| 119 | OTHER | |
| 200 | PERSONAL SERVICES-EMPLOYEE BENEFITS | |
| 321 | TUTORS | |
| 322 | IN SERVICE | |
| 323 | PUPIL SERVICES | |
| 324 | FIELD TRIPS | |
| 325 | PARENT ACTIVITIES | |
| 330 | OTHER PROFESSIONAL TECHNICAL SERVICES | |
| 400 | PURCHASED PROPERTY SERVICES | |
| 510 | PUPIL TRANSPORTATION | \$450 |
| 530 | COMMUNICATIONS | |
| 580 | TRAVEL | \$366 |
| 590 | OTHER PURCHASED SERVICES | |
| 611 | INSTRUCTIONAL SUPPLIES | \$124 |
| 612 | ADMINISTRATIVE SUPPLIES | |
| 641 | TEXTBOOKS | |
| 690 | OTHER SUPPLIES | |
| 700 | PROPERTY | |
| 940 | INDIRECT COSTS | |
| | TOTAL | 37,800 |
| XWFE | Preparing the 21 st Century Workforce - ESL, ABE/GED | |
| XWFS | Preparing the 21 st Century Workforce - CDP, NEDP | |
| XFLE | Family Literacy Services - ESL, ABE/GED | |
| XFLS | Family Literacy Services - CDP, NEDP | |
| XNT | Nontraditional Adult Education Instruction and Services | |
| XNEDP | Expansion of the National External Diploma Program (NEDP) | |
| XTPS | Transition to Post-Secondary Education and Training | |
| XVHS | Connecticut (CT) Adult Virtual High School | |
| XWP | Workplace Education | |
| | TOTAL | |
| XZLM | Matching Funds | \$9,450 |

ORIGINAL REQUEST DATE

CSDE DATE OF

REVISED REQUEST DATE

PROGRAM MANAGER AUTHORIZATION

APPROVAL

APPENDIX E

COMPREHENSIVE ED-114 BUDGET NARRATIVE FORM – FY 2012

Provide detail on the cost factors included in each line item.

Refer to the *Code Budget Description* on page 24 for budget line item descriptions.

| LINE ITEMS | NARRATIVE | | | | | | LINE ITEM TOTALS |
|------------|--|---------------------|------------------------------|-------------------------------|-------------------------------|--------------------------|------------------|
| 111B | TEACHERS | | | | | | \$36,860 |
| | Program Area of Responsibility | Total # of Teachers | Hourly Rate | Scheduled # of Hours per Week | Scheduled # of Weeks per Year | Total Annual Expenditure | |
| | CDP | 4.5 | \$34.76 | 5.5 | 30 | \$25,809 | |
| | CDP,GED | 1 Guidance | \$34.76 | 5 | 30 | \$ 5,214 | |
| | GED | 1 | \$34.76 | 4 | 24 | \$ 3,337 | |
| | NWCC career pathway health care courses Medical term/ Sign language | 1 | Flat rate \$ 250 per student | | | \$2,500 | |
| 322 | IN SERVICE | | | | | | |
| 510 | PUPIL TRANSPORTATION | | | | | | \$450 |
| | All Star bus transportation 2x \$225=\$450 | | | | | | |
| 580 | TRAVEL | | | | | | \$366 |
| | NCTN world Ed Transition conference 2 @183=\$366 | | | | | | |
| 611 | INSTRUCTIONAL SUPPLIES (Instructional supplies and/or instructional equipment less than \$1000) Folders \$50 Copy Paper \$74 | | | | | | \$124 |
| | TOTAL | | | | | | \$ 37,800 |

APPENDIX F

COMPREHENSIVE ED-114 BUDGET NARRATIVE FORM-FY 2012 MATCHING FUNDS

Matching funds must equal at least 25 percent of grant funds

Provide detail on the cost factors included in each line item.

| LINE ITEMS | NARRATIVE | LINE ITEM TOTALS |
|------------|--|------------------|
| 111B | TEACHERS Teachers meetings – 2.5hrs x 4positions x \$34.76 =\$348 Odysseyware on line mentor 3x/week x \$ 34.76 x 1hour X 30 wks =\$3,128 | \$3,476 |
| 112B | CLERICAL 1 positions x \$14.50/hr x 60 hrs = \$870 | \$870 |
| 119 | OTHER Facilitator/data Entry 1x \$21/hr x 30 hrs =\$630 Security 1 x 26wks x 2hrs/day x 3 days x \$13.50 = \$2106 | \$2,736 |
| 322 | IN SERVICE Workshop registration 3x \$110=\$330 | \$330 |
| 324 | FIELD TRIPS College visit ft expense | \$338 |
| 510 | PUPIL TRANSPORTATION | \$ |
| 611 | INSTRUCTIONAL SUPPLIES (Instructional supplies and/or instructional equipment less than \$1000) Paper = \$100 Composition Books = \$100 Binders= \$50 Flash drives=\$50 Envelopes= \$50 | \$350 |
| 612 | ADMINISTRATIVE SUPPLIES Toner \$250 | \$250 |
| 641 | TEXTBOOKS 44 x \$25 =\$1100 | \$1,100 |
| 690 | OTHER SUPPLIES | \$ |
| | TOTAL LOCAL MATCHING | \$9,450 |

APPENDIX G
EL/CIVICS BUDGET ED-114

ED114 FISCAL YEAR 2012

BUDGET FORM

FUNDING STATUS:

| | | |
|---|---------------------------------------|---------------------------------------|
| GRANTEE NAME: | | VENDOR ID: |
| GRANT TITLE: Adult Education | | |
| PROJECT TITLE: English Literacy Acquisition (EL/Civics) | | |
| FUND: 12060 | SPID:20784 | YEAR: PROGRAM: 84002 CF1: 170015 CF2: |
| GRANT PERIOD: 07/01/11 - 06/30/12 | | AUTHORIZED AMOUNT: |
| AUTHORIZED AMOUNT by SOURCE: | | |
| LOCAL BALANCE | CARRYOVER DUE: | CURRENT DUE: |
| CODES | DESCRIPTIONS | BUDGET AMOUNT |
| 111A | ADMINISTRATOR/SUPERVISOR SALARIES | |
| 111B | TEACHERS | \$25,132 |
| 112A | EDUCATION AIDES | |
| 112B | CLERICAL | |
| 119 | OTHER | |
| 200 | PERSONAL SERVICES-EMPLOYEE BENEFITS | |
| 322 | IN SERVICE | \$340 |
| 324 | FIELD TRIPS | |
| 330 | OTHER PROFESSIONAL TECHNICAL SERVICES | |
| 510 | PUPIL TRANSPORTATION | \$582 |
| 530 | COMMUNICATIONS | |
| 580 | TRAVEL | |
| 590 | OTHER PURCHASED SERVICES | |
| 611 | INSTRUCTIONAL SUPPLIES | \$1,226 |
| 612 | ADMINISTRATIVE SUPPLIES | |
| 641 | TEXTBOOKS | \$2,120 |
| 700 | PROPERTY | |
| 940 | INDIRECT COSTS | |
| | TOTAL | \$29,400 |
| XZLM | TOTAL LOCAL MATCHING | \$ 7,350 |

| | | |
|-----------------------|-------------------------------|----------|
| | | |
| ORIGINAL REQUEST DATE | CSDE DATE OF | |
| | | |
| REVISED REQUEST DATE | PROGRAM MANAGER AUTHORIZATION | APPROVAL |

APPENDIX H

EL/CIVICS BUDGET ED 114 NARRATIVE FORM – FY 2012

Provide detail on the cost factors included in each line item.

Refer to the *Code Budget Description* on page 24 for budget line item descriptions.

| LINE ITEMS | NARRATIVE | | | | | | LINE ITEM TOTALS |
|------------|--|---------------------|-------------|-------------------------------|-------------------------------|--------------------------|------------------|
| 111A | ADMINISTRATOR/SUPERVISOR SALARIES | | | | | | \$ |
| 111B | TEACHERS | | | | | | \$25,132 |
| | Program Area of Responsibility | Total # of Teachers | Hourly Rate | Scheduled # of Hours per Week | Scheduled # of Weeks per Year | Total Annual Expenditure | |
| | ESL | 4 | \$34.76 | 6 | 27 | \$22,524 | |
| | ESL | 1 Guidance | \$34.76 | 2.5 | 15 | \$ 1,304 | |
| | ESL | 1 Citizenship | \$34.76 | 2.5 | 15 | \$ 1,304 | |
| | | | | | | \$25,132 | |
| 322 | IN SERVICE CAACE conference 1 day x 2 teachers @ \$110 = \$220 ESL Day 1@120=\$120 | | | | | | \$340 |
| 510 | PUPIL TRANSPORTATION All star transportation 3 x \$194 = | | | | | | \$582 |
| | | | | | | | |
| 611 | INSTRUCTIONAL SUPPLIES (Instructional supplies and/or instructional equipment less than \$1000) Portfolio material (Folders, lined paper, composition books) \$300 Copy paper \$100 Laminate \$75 Ink \$100 Apperson Forms \$100 Oriental Trading craft/project material \$551 | | | | | | \$1226 |
| 641 | TEXTBOOKS Scholastic Books \$200 Easy English News \$600 Azar Grammer 20 x 66=\$1320 | | | | | | \$2,120 |
| | TOTAL | | | | | | 29,400 |

APPENDIX I
EL/CIVICS BUDGET ED 114 NARRATIVE FORM – FY 2012 MATCHING FUNDS

Provide detail on the cost factors included in each line item.

Refer to the *Code Budget Description* on page 24 for budget line item descriptions.

| LINE ITEMS | NARRATIVE | LINE ITEM TOTALS |
|------------|--|------------------|
| 111A | ADMINISTRATOR/SUPERVISOR SALARIES | \$ |
| 111B | TEACHERS 1 Guidance counselor x \$34.76 x 20 hrs. = \$695 4 teachers x 2 meetings @ \$34.76 x 2.5 hrs. = \$695 | \$1,390 |
| 112A | EDUCATION AIDES | \$ |
| 112B | CLERICAL 1 position x \$14.50./hr. x 60 hrs. = \$870 | \$870 |
| 119 | OTHER 1 Facilitator x \$21 x 30 hrs. = \$630 1 Security x 26 wks. X 2hrs./day x 3days x \$13.50 = \$2,106 | \$2,736 |
| 200 | PERSONAL SERVICES - EMPLOYEE BENEFITS | \$ |
| 322 | IN SERVICE CAACE conference = \$199 | \$199 |
| 324 | FIELD TRIPS | \$ |
| 580 | TRAVEL | \$ |
| 590 | OTHER PURCHASED SERVICES Incentives | \$65 |
| 611 | INSTRUCTIONAL SUPPLIES (Instructional supplies and/or instructional equipment less than \$1000) Composition books - \$200 Ink - \$250 Pens, pencils - \$100 Craft supplies \$250 Binders - \$100 Paper - \$500 | \$1,400 |
| 612 | ADMINISTRATIVE SUPPLIES | \$ |
| 641 | TEXTBOOKS Dictionaries 20 x \$25=\$500 Scholastic readers \$190 | \$690 |
| 700 | PROPERTY | \$ |
| 940 | INDIRECT COSTS (Only for agencies with a SDE approved indirect rate) | \$ |
| | TOTAL | \$7,350 |

To: Dr. JeanAnn Paddyfote
From: Joan Kick and Debbie Clark
Date: June 3, 2011
Re: LitLinks P-3 Preschool Collaboration Grant

We are reapplying for the LitLinks P-3 Preschool Collaboration Grant which is funded through the Ct. Community Foundation. This is an initiative started several years ago to promote literacy and collaboration with local preschools and daycare providers. Reaching out to our collaborative partnership supports strategy 1 in our strategic plan and has produced positive results.

We have established an Early Childhood Council with members from the public schools (kindergarten teachers, EXCEL teachers, reading teachers, administrator), preschools, the VNA, Literacy on the Green, and parents. The Preschool Assessment Framework for Connecticut has been shared and our fall meeting will focus on educating preschool parents with literacy activities based on one of the state standards.

Another positive growth from this initiative has been the Countdown to Kindergarten Night held in all three elementary schools in March. This affords parents of preschoolers the opportunity to learn how to best help their children develop the necessary skills for transitioning into kindergarten in the fall. Literacy bags filled with books, crayons, scissors, and a wealth of information are provided for parents and are funded by the Ct. Community Foundation. Representatives from the library are available promoting literacy opportunities for families.

We are requesting \$8,835 for expenses such as:

- Expenses for the four meetings held each year.
- Literacy bags
- Professional development for preschool benchmarks

We would be happy to answer additional questions.

Joan Kick and Debbie Clark

NEW MILFORD PUBLIC SCHOOLS

Accounting Department

50 East Street

New Milford, Connecticut 06776

(860) 354-8726 FAX (860) 355-4966



Gregg A. Miller
Director of Fiscal Services

June 1, 2011

To: Dr. Paddyfote

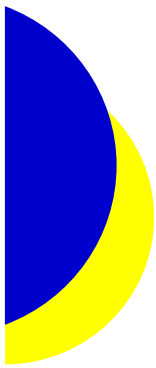
From: Gregg A. Miller

Re: Year End Projects

Enclosed please find my recommended year-end project list totaling \$83,306. The detail is attached. Many of these items were discussed at the April 7th, 2011 facilities meeting.

Enc.

| | | | | | |
|---------------|---|-----|---|----------|----------|
| | NMBOE | | | | |
| | 2010/2011 | | | | |
| | Recommended | | | | |
| | Year End Projects | | | | |
| | | | | | |
| | | | | Unit | Total |
| Location | Description | Qty | | Cost | Cost |
| NMHS | New Camera's to enhance surveillance | 2 | * | \$1,200 | \$2,400 |
| SMS | New Camera's to enhance surveillance | 2 | * | \$1,200 | \$2,400 |
| SNIS | New Camera's to enhance surveillance | 2 | * | \$1,200 | \$2,400 |
| HPS | New Camera's to enhance surveillance | 2 | * | \$1,200 | \$2,400 |
| NES | New Camera's to enhance surveillance | 2 | * | \$1,200 | \$2,400 |
| JPS | New Camera's to enhance surveillance | 2 | * | \$1,200 | \$2,400 |
| | | | | | |
| SNIS | DVR's upgrades for surveillance-8 channel | 1 | * | \$3,500 | \$3,500 |
| SMS | DVR's upgrades for surveillance-8 channel | 1 | * | \$3,500 | \$3,500 |
| | | | | | |
| CO | Security system | 1 | * | \$10,100 | \$10,100 |
| | | | | | |
| JPS, NES, HPS | Superkids Kits Grade 1 | | | | \$51,806 |
| | | | | | |
| | | | | Totals: | \$83,306 |
| | | | | | |
| | * These items were discussed on the | | | | |
| | April 7th Facilites committee | | | | |



John J. McCarthy Observatory



June 2, 2011

Ms. Wendy Faulenbach
Chairperson
New Milford Board of Education
50 East Street
New Milford, CT 06776

Board of Directors

William Quinnell
Chairperson

Montgomery Robson
President

Robert McCarthy
Vice President

William Cloutier
Secretary

Robert Lambert
Treasurer

John Gebauer
Chief Technology
Officer

Heidi Hammel, PhD

Wendy Faulenbach

Thomas Heydenburg

Kibby Ginn

Chris Smith

Jeffrey Miskie

Dear Ms. Faulenbach,

It is with sincere pleasure that I deliver the John J. McCarthy Observatory Corporation's 2010 Annual Operations Report per the Memorandum of Understanding between our organizations dated April 26, 2005.

The 2010-2011 school year has been a very fine year for the volunteer team of the McCarthy Observatory. In addition to our ongoing educational support activities with students and the community, the volunteer team celebrated the 10th Anniversary of operations, and made a fine start on the deployment of "Galileo's Garden", which will be an outdoor classroom for solar system activities for visiting classes. Included in the Garden will be elegant sunflower garden beds for each New Milford elementary school, as well as the sundial that we are designing: to be named the Kathleen Fischer Sundial.

With new members and very well received ongoing programs that continue to be refined, our goals of supporting the schools and the community continue to be realized in new ways.

This year has been most rewarding for our growing volunteer staff, and we thank you for renewing our unique agreement for another year.

Sincerely,

Montgomery C. Robson
President
John J. McCarthy Observatory Corporation

**John J. McCarthy Observatory Corporation
2010-2011 Annual Operations Report**



Photo courtesy of David Spagnola

10 years of exciting students to science

John J. McCarthy Observatory Corporation

2011 Annual Operations Report

Introduction

The John J. McCarthy Observatory Corporation (JJMOC) has during this year successfully fulfilled its obligations as specified by the “Memorandum of Understanding” (MOU) between JJMOC and the New Milford Board of Education (NMBOE). This agreement, dated April 26, 2005, set forth a structure and operational plan to ensure that the John J. McCarthy Observatory at the New Milford High School (NMHS) and the John J. McCarthy Planetarium at the Sarah Noble Intermediate School (SNIS) are maintained in an operational state and utilized to further science literacy and critical thinking skills through education and public outreach.

During the past year JJMOC has accomplished the following:

Educational Support

Based on the model developed by the School Advisory Board as set forth in the MOU, our in-school offerings for curriculum support continue to be well accepted by teachers, and we have been able to sustain our volunteer staff participation in the schools delivering support programs. With this level of programs and participating team members we anticipate conducting over 75 classroom science sessions this school year. The Astronomy to Go (ATG) lessons continue to receive high praise from the SNIS faculty and students alike.

The SNIS Planetarium has continued to be used very broadly, with many teachers independently using it as a planetarium and as a multi-media room, in addition to our ATG sessions. The astronomy software simulators and individual presentations continue to be updated to maintain currency with the rapid pace of discovery in space science. Several exciting new space visualization tools were added to the Planetarium computer this year to help students better understand what scientists are discovering about the universe.

We are planning school visits from K-3 school groups this spring to the observatory, as well as an exciting sunflower project that is mentioned in more detail below. In addition, both the astronomy class at NMHS and the Astronomy Club have been actively supported this year.

JJMOC continues publishing a monthly Astronomy Calendar that is distributed to well over 100 teachers and staff of the school system. This has proven to be a very well accepted document, and readership continues to grow.

We have also been active in supporting the 6th grade students and High School AP Physics class visits for Brookfield, and will give presentations to every one of those students at Whisconier School this year.

10th anniversary celebration

In December of 2010 the JJMO team celebrated the 10th anniversary of operations with a public program in the high school theater. Over 250 people attended, and enjoyed excellent refreshments and a wide array of exhibits of projects and accomplishments of the volunteer team and students

over the past 10 years. Dr. Heidi Hammel presented a wonderful talk on “Cosmic Collisions”, and assured us all that we could sleep soundly for the foreseeable future with minimal risk of being struck by a celestial object. The observatory team then reviewed the past 10 years of progress and provided some thoughts and dreams for the next 10 years. The NGMT (Next Generation McCarthy Telescope), a larger classroom, and gee-whiz technology to excite students to science were fun to discuss. The program was beautifully captured and augmented by a photographic background, and can be seen in high-def on YouTube at <http://www.youtube.com/user/Nedski42YT>. The enthusiastic support given to the team at our celebration was most appreciated by our 30+ volunteers.

Galileo's Garden Progress

Last summer the volunteers began construction of an “outdoor classroom” in a garden area to be known as “Galileo’s Garden”. This 3,000 square foot area will be an extension of our outdoor teaching space, to be used to support student daytime activities as classes visit the facility. A significant portion of the garden classroom space was completed in 2010, including placement of six eight-foot granite benches, construction of a 15 foot diameter patio and circular granite bench surrounding the scale solar system sun, constructing a “black hole” sculpture of granite, planting a lawn, laying bluestone walkways from the observatory to the activity areas, and a significant amount of planting of perennial flower/plant borders, shrubs, bushes and dwarf trees.



Sundial

As a memorial to great science teacher and dear friend Kathleen Fischer, who was the inspiration for the Observatory from the beginning and an active supporter and Board Member, we are constructing a large stainless steel sundial at the Observatory that will be named the Kathleen Fischer Sundial.

The sundial is currently in the final stages of CAD design by an engineering firm, and will undergo engineering approval before construction. A full-scale bronze replica of Galileo's original telescope will be incorporated into the design. It will be a highly accurate device, and a proven teaching tool for students to learn about celestial motion and our concept of time. The sundial will be unique in design and will be adjustable to be able to display "sun time" and "clock time", for both EST and DST seasons. A rendering of the sundial from an engineering model is attached to this document.

Student Sunflower Gardens: "A Thousand Suns for New Milford"

Thanks to a very generous \$4,500 "Toolbox for Education" grant to the High School by Lowe's Corporation, we are embarking on a wonderful sunflower growing project with all three elementary schools this spring. Students from pre-K through third grade planted sunflower seeds in their classrooms in early May, and also planted seeds to take home. We provided them over 60 varieties of seeds, from giant 14-16 foot stalks to giant flower heads to dwarf varieties that yield dozens of blooms. They will be in an amazing variety of colors and flower configurations. All 1600 students participated in planting, with each school having their own unique mix of 20 varieties.



While the students are growing seedlings, the observatory team is constructing a wonderful stone sunflower garden area in Galileo's Garden: each school will have its own garden plot in a stone-wall-enclosed section of the larger garden. Each school will plant their garden (planting event targeted for June 11th), and tend the gardens through seed-harvesting time. The opportunities for student learning are wonderful, and we hope to have some friendly competitions for tallest stalk, largest flower, best garden layout, etc. We have several thousand additional seeds to distribute elsewhere in town. This will be an annual program, with seeds saved from year to year. We hope to grow it to a town-wide sunflower activity each year.

NASA Space Mission Artifacts

The Observatory team was successful in getting the New Milford School System approved to be recipients of NASA space program artifacts, and we have actively pursued acquiring objects from the Space Shuttle program. We have received an insulating tile from the Space Shuttle program, and are awaiting delivery of a “flown” Shuttle nose wheel, tire and brake assembly that we have been chosen to receive. This will compliment the flown main landing gear tire that has been such a great hit with area students. We anticipate receiving further artifacts from NASA manned space programs as they continue their new program of releasing components to eligible institutions.

Volunteer projects

Our volunteer team continues to grow and diversify, engaging in new astronomy-related activities to hone skills and provide more tools to support our mission with students. Here are highlights of two challenging and exciting projects:

- **Mirror/telescope making:**

Several volunteers and students have been working on making their own telescope mirrors, with excellent progress this year including two that have been completed and coated with extraordinarily high quality. This is a complicated and challenging process involving arduous labor and precise quality measurements throughout. The mirrors range in size from 4” to 24”. A technical report on the mirror projects is attached to this report, which highlights the many facets of producing a quality mirror, and the wonderful partnership between JJMO and Goodrich in Danbury in this endeavor. We plan to engage more students in mirror-making projects in the future, as our skills continue to grow. The thrill of seeing the heavens with a quality instrument that was made by the viewer is a spectacular one. This is all possible now in New Milford.

- **Deep space imaging and exoplanet light curve capture**

With the acquisition of our new “science-grade” imaging filter set, our installation of new astronomy software tools that are used at the world’s major observatories, and the rebuilding of our computer-driven telescope focusing device, several volunteers have taken on the challenge of deep space imaging of galaxies and nebula, as well as honing skills in photometric measurement of exoplanets transiting their host stars. Both areas of research have shown very promising results, and will enable us to mentor a broader range of student research projects in the very near future. The precision and quality that we are now able to achieve far surpasses what we have had available in the past. As the Hubble telescope has continued to be improved for better science, the Harcourt Telescope System in New Milford has likewise been improved in many ways for better student support.

Ongoing Public Outreach

JJMO continues to operate as an “open” observatory that can be visited at any time, with or without an appointment, as long as volunteer operators are present. This policy has continued to attract many visiting groups and individuals in our ten and a half year history. The staff has continued to grow this year, in number of volunteers and in skills and knowledge of the science of astronomy.

The Second Saturday Stars events, held on the second



Saturday of each month, continue to grow in popularity (weather this winter being the exception, but we never cancelled an event). During the SSS events, an astronomy or science-related presentation is delivered to attendees in the observatory's "warm" room while other visitors look through either the main observatory instrument or any of the telescopes and binoculars on the SkyDeck.

Charter Cable continues to broadcast these presentations for two hours each week, so 13 area towns are able to see the series of informative lectures on all things related to space.

Our Adult Education program was held this year for the fall course. We were disappointed in the horrible winter season that there were insufficient enrollees to hold the winter session. We plan to resume this fall.

We continue to publish a comprehensive monthly Calendar/Almanac to "Friends of the McCarthy Observatory" via email to over 500 families each month.

We have continued our membership in the NASA Museum Alliance Group, which allows us to receive advanced information and presentation materials for major NASA press events, outstanding posters and student handouts on all facets of space exploration, and provides other special opportunities.

Board Membership

We are very pleased to announce an outstanding new member of our Board:

Kibby Ginn – an active PTO member in the community who has worked closely with the Observatory for several years. Her energy and enthusiasm are most welcome.

Donated Equipment and Facility Upgrades

As a condition of the MOU, JJMOC donates any capital assets it acquires to the NMBOE. JJMOC has acquired and now donates the following assets acquired this year:

- A new filter wheel and 10 new science-grade filters for student imaging projects primarily funded by a generous donation from Dr. Parker Moreland, a longtime volunteer at JJMO - \$3,000
- Granite benches for Galileo's Garden – Slicing and preparation cost of granite materials donated by Goodrich of Danbury - \$1,200
- Garden walkway and patio around scale sun model - \$3,000
- 8" Orion Schmidt-Cassegrain telescope donated by an employee of Goodrich of Danbury - \$1,200
- 3.5" Questar Maksutov-Cassegrain telescope donated by Tom Heydenburg, Manager of Optical Engineering at Goodrich of Danbury and JJMO Board member - \$4,500



Facilities

JJMOOC has continuously maintained the Observatory, SkyDeck, and Planetarium facilities in excellent operational condition and has provided full staffing to host many events at the observatory and the planetarium. Our record of never having an event cancelled due to either equipment maintenance or staffing issues remains intact since our opening in 2000. We place a continued emphasis on safety, ADA compliance, and on the well being of all visitors. We were challenged this past winter by deep snows and ice surrounding the building and the dome, but were able to clear it all for each planned visit. Ice-covered drifts over seven feet high made the task daunting to say the least!

The Future

The 2010-2011 MOU year has been a success for our team, the teachers we support, and the public. The new technology introduced, the progress on our outdoor activity area known as “Galileo’s Garden,” and the success of the scale Solar System make us well positioned for the next stage of growth in exciting students to science. We greatly appreciate the fine support we have from the town and school leaders and especially the teachers and school PTO teams, who give us so much support throughout the year.

Looking to the future, there is much on our horizon. The activities planned for the remainder of the year have generated much new support and excitement. The sundial, sunflower garden, solar calendar/clock, a granite planisphere, and Galileo’s Garden are exciting to us, and will be excellent additions to the town and an important extension for the activities we can offer students in the next school year. We expect there will be numerous additional activities, and possibly additional space exploration artifacts donated by NASA this coming year.

All of what we do is made possible by the continued support of the public, the teachers, the administrators and most importantly the New Milford Board of Education. We eagerly anticipate what we can do together this coming year and beyond.

Attachment



The Kathleen Fischer Sundial
Engineering Concept Rendering
Height – nine feet
Span – five feet

The Status of Telescope Mirrors Made by Volunteers of the John J McCarthy Observatory

**Submitted by Cecilia Page,
NMPS Teacher and JJMO Volunteer
May 3, 2011**

The small group of five amateur telescope makers (ATMs) of the John J McCarthy Observatory has continued to work on their telescope mirrors during the last two years. All of these mirrors were started in the Mirror Making classes taught at Stellafane in Vermont. Currently there are eight mirrors in various stages of the process of mirror making being created by JJMO volunteers, including two students.

| Progress of Mirrors | | | | |
|--|------------------------|--------------------|----------------------|-------------------------|
| Mirror Maker | Mirror Diameter | Focal Ratio | Mirror Status | Telescope Status |
| Randy Fender | 8" | f/6 | Done & coated | begun |
| Randy Fender | 4.5" | f/6? | 220 grinding | |
| Sarah Fender (3 rd grade) | 4.5" | f/8? | 220 grinding | |
| Randy Fender | 14" | f/5 | 220 grinding | |
| Cecilia Page | 8" | f/6 | Done & coated | begun |
| Katie Shusdock (9 th grade) | 6" | f/8 | figuring | |
| Josh Reynolds | 24" | f/5 | 220 grinding | |
| Josh Reynolds | 6" | f/7 | Polishing | done |

Greg Ruthven, Director of Operations at Goodrich in Danbury, CT, generously agreed to allow the mirrors made by McCarthy Observatory volunteer ATMs to be coated with a reflective material and tested for the quality of their optics in the Goodrich facilities at no cost to the volunteers or to JJMO. Tom Heydenburg arranged for this valuable service. He oversaw the coating and he did the testing of our first two mirrors in the optics shop at Goodrich. Robert Poirier is the coating engineer who prepared the mirrors for the coating process and coated them. This arrangement between Goodrich and JJMO will allow for superior quality, aerospace grade, reflective coatings to be applied to our mirrors. Also, our mirrors will be tested on the most precise optics testing equipment available. These tests will provide our McCarthy Observatory ATMs with extensive documentation of their mirror's quality based on a series of tests which will be explained later in this report. Not only are these coatings and tests provided by Goodrich unique for ATMs and of the highest quality, this service also represents a significant cost savings.

The first two JJMO mirrors ready for their reflective coating were the two 8" mirrors made by Randy Fender and Cecilia Page. These were coated in a Goodrich coating chamber that uses a molecular bonding process to apply extremely thin layers of material to the parabolic surface of the mirror. The reflective coating applied to our two 8" mirrors was four layers, in this order, chrome, copper, silver, and a final protective coating. Each layer is only a fraction of a micron thick. Future

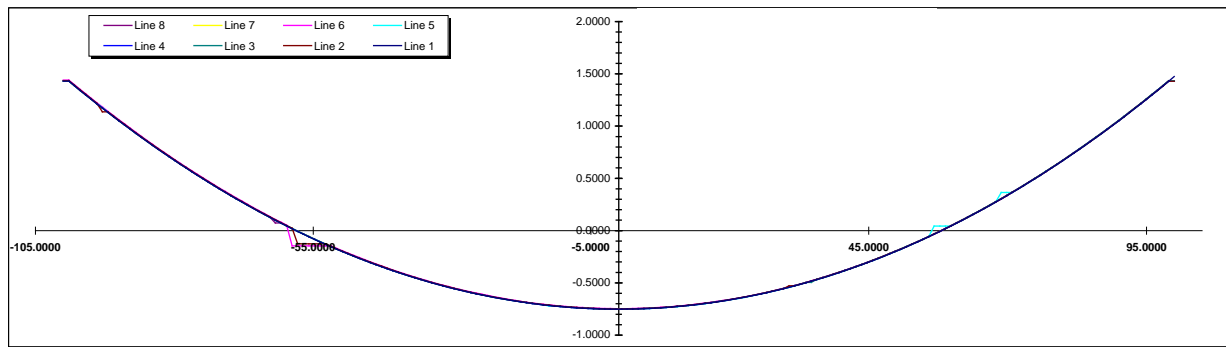
JJMO mirrors may be coated with other formulas because they will be coated with what is being used at the time of coating for the Goodrich mirrors.



Figure 1 – JJMO Mirrors in Goodrich Coating Chamber Prior to Coating

Prior to being coated by Tom Heydenburg's team at Goodrich, the mirrors were put through a series of intense quality testing by Tom in the Goodrich optics shop. When he returned the coated mirrors to JJMO, he provided the two ATMs, Randy Fender and Cecilia Page, with detailed reports of the results of the optics testing of their mirrors and photos of the coating process. The results of the optics tests for the two 8" mirrors that were coated were all quite good and demonstrate that high quality optics can be made by amateurs with relatively simple tools. The following table lists the tests Tom did on these two 8" mirrors and the purpose of the tests.

| Mirror Testing in the Goodrich Optics Shop | |
|---|---|
| Optical test | Purpose of test |
| Profilometry | This test determines the basic shape of the mirror. This is done by probing the mirror with a ruby stylus. This test is accurate to a few microns. It is good enough to determine the radius of curvature and diameter of the mirror. Example results of the profilometry are shown in figure 2. |
| Surface Roughness | This test measures a small region of the mirror to determine the roughness of the mirror to ensure that the polishing process is complete. Typical values for high performance mirror used in astronomy or aerospace need to be 20 angstroms rms or less. The two mirrors completed so far have met this criteria. Example roughness data is shown in figure 3. |
| Interferometer | This test measures the figure of the mirror by projecting laser light at the surface of the mirror and looking at the nature of the light after reflection off the mirror. For these mirrors it was possible to compare the light to a spherical reference. Figure 4 shows an interferogram of the mirror surface when compared to a spherical reference. Notice that the fringes are not too straight. For good image quality, the mirror needs to be made slightly aspheric. Figure 5 shows an interferogram when compared to an aspheric reference. Notice the straightness of the fringe pattern. For astronomy and aerospace applications, typical deviations from the ideal asphere should be less than 0.050 wave rms. Both JJMO mirror so far have met this criteria. |
| Strehl ratio | Based on the interferometry, one can calculate a number of important performance characteristics for the quality of a mirror. The Strehl ratio compares the amount of observed light contained within the center of the telescope mirror (Airy disc) with a theoretical maximum amount (100%) of the same light in center of a perfect optical system. This provides information about how sharply focused the light from a star will be. Both JJMO mirrors had Strehl ratios above 90%, which is very good. |



5/1/2011 Cecilia Page's PM
 Zernike Spherical
 Radius (Inches) 4.00 Measure Radius of Curvature (mm) 2245.82
 RoC (Inches) 88.42 Measure Radius of Curvature (inches) 88.42
 Spherical (Wave) 0.310

Figure 2 – Example Profilometry Data for JJMO 8 inch Mirror

Figure 3 – Example Roughness Data for JJMO 8 inch Mirror



Figure 4 – Example Interferometry Data for JJMO 8 inch Mirror – Deviation from Sphere



Figure 5 – Example Interferometry Data for JJMO 8 inch Mirror – Deviation from Ideal Surface

Four of the six remaining mirrors still have many hours of grinding, polishing and figuring to be done before they will be ready for testing and coating in the Goodrich facility. Katie Shusdock's 6" mirror is very near completion and is expected to be ready for testing and coating before the end of June. The next step for all of the JJMO ATMs is to build the telescopes for their mirrors. All of the telescopes constructed will be Newtonian reflectors on Dobsonian mounts, Newtonian-Dobsonians. Randy Fender is working from his own telescope plans. Cecilia Page and Katie Shusdock will use the telescope plans from Stellafane which can be found on the organization's web site. Plans for Josh Reynolds' and Sarah Fender's telescopes have not been decided upon at this time. We are also looking into the possibility of a collaborative project with the Nonnewaug High School competitive robotics team, Team Beta, to construct a 2nd telescope for Katie's 6" mirror using plans drawn up in SolidWorks by students in Team Beta.

Interest in the art of mirror making and telescope building among the five mirror makers of JJMO remains high. Most of them have plans to continue with this craft after their current mirrors are finished. Katie Shusdock has taken her mirror making skills "on the road" when she organized a McCarthy Observatory booth at TechFest, October 2010, sponsored by Team Beta, Nonnewaug High School's robotics team. Her "Booth-in-a-Box" plans that include a hands-on mirror grinding demonstration, on a grinding bench built by Monty Robson, can be easily set up for other science fairs and events.

These amateur telescope making projects of our JJMO volunteers are evidence of the success the John J McCarthy staff has had in meeting the goals of the organization's Mission Statement to further science literacy. These projects involve real science and hands-on learning experiences for the adults and students involved in them. The mirror making projects combined with the work done by Tom Heydenburg and his team at Goodrich have provided unique and exceptionally educational Science opportunities for our students that could never be matched in a school setting. The mirror testing and coating done at Goodrich contributes to the McCarthy Observatory's continuous efforts to work with the best possible equipment and materials available to us. The excellent quality optics that are being created by JJMO volunteers uphold the high standards expected of all work done in the name of the McCarthy Observatory, including in science and in educational outreach. These mirror and telescope projects have also provided opportunities for outreach and promotion of the McCarthy Observatory both passively through events that bring members of JJMO together with others interested in Astronomy and actively through mirror making demonstrations like the JJMO booth at TechFest 2010.

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



Maureen E. McLaughlin Ph. D.
Assistant Superintendent of Schools

TO: JeanAnn C. Paddyfote, Ph.D.
FROM: Maureen E. McLaughlin, Ph.D.
DATE: June 2, 2011
RE: Annual Wellness Report

The Wellness Committee met four times this year. One of our goals for this year was to increase our membership to include representatives from New Milford Hospital, the health department, the safety committee, school administration, parents, and staff from all six schools. We achieved this as well as all of our goals for 2010-2011.

Accomplishments

- Gerry Lukovits chaired a subcommittee to pursue a grant through the United Way of Western CT to reduce childhood obesity by stabilizing Body Mass Index (BMI) scores. We are still waiting to hear the outcome.
- Kris Kaczka administered the survey about lunch offerings in ninth grade health classes. Sandra Sullivan followed-up by going into the health classes to discuss the survey results.
- The nurses developed a common procedure of what parents should do when their children have head lice. A fact sheet on head lice is now on the district's Wellness Committee's website.
- The nurses developed a common procedure of what to do when a tick is discovered.
- A press release from Michael Crespan on the Tick Mobile was shared by Kris Kaczka.
- A health teacher was added to the budget in order to meet the state regulation that health education instruction be provided in-part by a certified teacher in health education at the elementary level.
- Kathy Mannion and I attended workshops at the New Milford Public Library on *Consumer Health Complete*. Information about this program was sent to all staff members.
- All our schools are registered for "Fuel Up to Play 60," a program on wellness that complements our academic environment.

- The CT Nutrition Standards for 2011-2012 are on the district's Wellness Committee website.
- The fifth grade Walking Project was done again this year. A group from New Milford attended the pediatric conference in San Francisco this year to talk about this event. The project now has a website <http://www.uwwesternct.org/walkingproject>.
- Since we had so many new members this year, we spent a good part of our meetings reviewing the Wellness Policy to assess how it is being followed in each school.

Goals for 2011-2012

- Throughout the year we discussed several ideas for a district-wide wellness activity. We decided at our last meeting that we should have a "wellness week." Throughout the town (including schools, businesses, and the hospital) activities would be held on different days during a given week in the spring.
- Now that we have gone through the Wellness Policy and determined where each school stands, we need to review our findings and assure that all the schools are in compliance with the policy.



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

MEMORANDUM

TO: Dr. JeanAnn Paddyfote
FROM: Mr. Gregg Miller
DATE: June 3, 2011
RE: ANNUAL EMERGENCY PREPAREDNESS REPORT 2010 – 11

BOE Policy 5141.6 stipulates that “An annual report will be provided to the Board of Education that summarizes activities throughout the school district in implementation of the all hazard response framework.” It is the purpose of this document to review the past year.

The Director of Fiscal Services has been given the responsibility for Emergency Preparedness. The Assistant Facilities Manager and the one (1) School Resource Officer now shared between the High School and Schaghticoke are members of the team as are the administrators. The local Emergency Preparedness Director and the Assistant Chief of Police are also valuable assets. The Director of Fiscal Services is an appointed member of the Town of New Milford’s Local Emergency Planning Committee (LEPC).

We have segmented the activities of the past year into the following four (4) categories:

Activities within the Schools

1. Fire Drills/Code Red at each school
2. Lockdowns/Code Blue at each school
3. Testing operation of the emergency generator at SNIS
4. Funding SRO at NMHS and SMS –split duties (Town funded)

Activities across the District

1. Participation in the Alert Now rapid emergency notification system
2. Continuation of security equipment identification and installation at the Central Office

3. Ongoing review of potential areas in which to improve security at each school

Collaboration with the Town of New Milford

1. Participation in the Town's Pandemic Drill exercise
2. Continuing development of formal protocols for Transportation, Nutrition Services and Facilities in support of the Town's Pandemic Plans
3. Participation in the H1N1 and seasonal flu vaccinations for the Town

New Milford Board of Education Central Office Activities

1. Continuing receipt of notification of relevant Federal Grant Programs
2. Registration with various websites and related sources of pertinent information
3. Director of Fiscal Services to obtain accreditations in DEMHS course (NIMS IS-100.SCa) Introduction to the Incident Command Systems for Schools

The foregoing is a summary and, as such, does not include all activities, but rather is offered to provide a view of the breadth and scope of activities covered.

NEW MILFORD PUBLIC SCHOOLS

Accounting Department

50 East Street

New Milford, Connecticut 06776

(860) 354-8726 FAX (860) 355-4966



Gregg A. Miller
Director of Fiscal Services

June 1, 2011

To: JeanAnn Paddyfote

From: Gregg A. Miller

Re: 2008 PT Cruiser-Drivers Education Program

I have spoken to Norman Remson and the driver's education program will be finishing up the end of this month. At this time I am requesting permission to sell the vehicle. I would do a reverse RFP with the Towns assistance. The current NADA blue book value is between \$6,500 on the low side, up to \$10,000 on the high side. What would happen is we would set a reserve on the vehicle but no price. The highest bidder would purchase the vehicle once the reserve was met.

**New Milford Board of Education
Operations Sub-Committee
June 7, 2011
Lillis Administration Building, Room 2**

GEORGE C. BUCKBEE
TOWN CLERK
2011 JUN 10 A 8:36

NEW MILFORD, CT

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| Present: | Mr. Tom McSherry, Sub-committee Chairperson |
| | Mrs. Alexandra Thomas |
| | Mr. Rodney Weinberg |
| | Mrs. Wendy Faulenbach |
| Absent: | Mr. William Wellman |

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| Also Present: | Dr. JeanAnn C. Paddyfote, Superintendent of Schools |
| | Dr. Maureen McLaughlin, Assistant Superintendent of Schools |
| | Mr. Gregg Miller, Director of Fiscal Services |
| | Mrs. Ellamae Baldelli, Director of Human Resources |
| | Mrs. Adele Johnson, Director of Pupil Personnel Services |
| | Mrs. Sandra Sullivan, Director of Food Services |
| | Mr. John Calhoun, Facilities Manager |

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| 1. | Call to Order The meeting of the New Milford Board of Education Operations Sub- Committee was called to order at 7:33 p.m. by Mr. McSherry. Mr. McSherry seated Mrs. Faulenbach for the absent William Wellman. | Call to Order |
| 2. | Public Comment • None | Public Comment |
| 3. 3.A. | Discussion and Possible Action Exhibit A Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence Mrs. Baldelli reviewed Exhibit A – there may be another addition for the full Board meeting. Mr. Weinberg moved to bring Exhibit A Personnel-Certified, Non-Certified Appointments, resignations and Leaves of Absence to the Board for approval. Motion seconded by Mrs. Faulenbach and passed unanimously: In favor: Mr. McSherry, Mrs. Thomas, Mrs. Faulenbach, Mr. Weinberg | Discussion and Possible Action Exhibit A Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence Motion made and passed unanimously to bring Exhibit A Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the Board for approval. |
| 3.B. 1,2,3 | Monthly Reports (1) Purchase Resolution D-637; (2) Budget position as of 5/31/11; (3) Request for budget transfers. • Mr. Miller reported the second installment for excess costs might be \$230,000-234,000 rather | Monthly Reports (1) Purchase Resolution D-637; (2) Budget position as of 5/31/11; (3) Request for budget transfers. |

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| | <p>than the anticipated \$250,000, therefore, factoring that and the end of year projects, it is anticipated that the end-of-year balance will be \$100,000-125,000.</p> <ul style="list-style-type: none"> Mr. Weinberg questioned certain items in the budget position which exceeded budget: 1271 was explained by Mrs. Johnson—homebound instruction exceeded estimated costs; item 1291 over budget by 147.8% was due to paras out on worker's compensation and the cost of substitutes covering those positions. Item 2310 Board of Education, was over budget due to legal costs for negotiations, expulsions, and special education due process. <p>Mr. Weinberg moved to bring to the Board for approval monthly reports: (1) purchase resolution D-637; (2) budget position as of 5/31/11 and (3) request for budget transfers. Motion seconded by Mrs. Thomas and passed unanimously. In favor: Mr. McSherry, Mrs. Thomas, Mrs. Faulenbach, Mr. Weinberg</p> | <p>Motion made and passed unanimously to bring monthly reports to the Board for approval.</p> |
| 3.C. 3.C.2. | <p>Food and Nutrition Program Healthy Food Certificate</p> <ul style="list-style-type: none"> Mrs. Sandra Sullivan explained the inception of this program and that its promotion of wellness. Ten cents per lunch is generated for a total of \$36,000/annually. Mrs. Sullivan is recommending continuing with the program. <p>Mrs. Thomas moved to bring the Healthy Food Certificate to the full Board for approval. Motion seconded by Mrs. Faulenbach and passed unanimously. In favor: Mr. McSherry, Mrs. Thomas, Mrs. Faulenbach, Mr. Weinberg</p> | <p>Food and Nutrition Program Healthy Food Certificate</p> <p>Motion made and passed unanimously to bring the Healthy Food Certificate to the full Board for approval.</p> |
| 3C1 | <p>Food & Nutrition Services Update</p> <ul style="list-style-type: none"> Mrs. Sullivan reported the program is stable, participation is constant in elementary schools; secondary school participation has increased. Funding is based on participation in the program. Number of free students has increased by 73%; number of reduced students is constant. Mrs. Sullivan is recommending the lunch prices be the same next year. | <p>Food & Nutrition Services Update.</p> |

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| | <p>Mr. Miller added the program is self-sustaining; no capital outlays have been included in the five year capital plan of the Board, but should be discussed. A five year capital plan will be developed for the Food & Nutrition Services Department this fall. The equipment is old and repair costs are increasing.</p> <p>Mrs. Sullivan is recommending the point of sale program be expanded in the district in the fall.</p> | |
| D | <p>Bids (1) Security</p> <ul style="list-style-type: none"> Mr. Miller distributed a memo regarding bids received for the security services at the high school. The incumbent vendor has been with the district 10-11 years; Mr. Shugrue who knows the vendor would like to see that vendor continue as they are responsive to the needs of the school and the security staff have developed relationships with the faculty and students. Mr. Miller is recommending that the bid be awarded to the lowest bidder: U.S. Security Associates, Inc. at a savings over three years of \$17,000. Mr. Miller has checked references; the proposal meets all criteria; there is a 20 day clause in the contract which allows for cancellation if a situation exists that cannot be rectified. <p>Mrs. Thomas would tend to stay with the same vendor, while money is important; the service provided has been adequate; changing to a new vendor will add to time to the administrators' schedules to acquaint the vendor with the needs of NMHS..</p> <p>Mrs. Faulenbach agreed with Mrs. Thomas.</p> <p>Mr. Miller acknowledged that would be the prerogative of the Board.</p> <p>Mr. McSherry and Mr. Weinberg both tended to go with the lowest bidder. Mr. McSherry commented it would be possible that the current staff might move to the new vendor.</p> | <p>Bids: Security</p> |

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| | <p>With no recommendation from the Operations subcommittee, Mrs. Thomas moved to bring the security services bid to the Board for discussion and possible action. Mr. Weinberg seconded the motion which passed unanimously.</p> <p>In favor: Mr. McSherry, Mrs. Thomas, Mrs. Faulenbach, Mr. Weinberg</p> | <p>Motion made and passed unanimously to bring the security services bid to the Board for discussion and possible action.</p> |
| 3.D.2. | <p>Life, Accidental Death & Dismemberment, and Long term Disability Insurance.</p> <ul style="list-style-type: none"> Mr. Miller reported bids from the current provider: Anthem; this policy's term is September 1 through August 31. The broker provided information on clients currently with Anthem: of the 36 clients, 16 that came in for review have moved from Anthem. If insurance is moved savings could be \$35,000 – the insurance would not be moved until September 1 and would run for three years with rates locked in for that time period. Premium is based on payroll. <p>Mr. Weinberg moved to send the bid award to Sun Life for life, accidental death & dismemberment and long term disability insurance to the full Board for approval. Mrs. Thomas seconded the motion which passed unanimously.</p> <p>In favor: Mr. McSherry, Mrs. Thomas, Mrs. Faulenbach, Mr. Weinberg</p> | <p>Life, Accidental Death & Dismemberment, and Long Term Disability Insurance</p> <p>Motion made and passed unanimously to send the bid award to Sun Life for Life, Accidental Death & Dismemberment and Long Term Disability Insurance to the full Board for approval.</p> |
| 3.D. | <p>Bid: Waste Disposal;</p> <ul style="list-style-type: none"> This bid went out together with the Town, two bids received: Winter Brothers is recommended for the next three years at pretty much a flat rate over the three years. <p>Mr. Weinberg moved to bring the bid for waste disposal to Winter Brothers to the full Board for approval.</p> <p>Motion passed unanimously.</p> <p>In favor: Mr. McSherry, Mrs. Thomas, Mrs. Faulenbach, Mr. Weinberg</p> | <p>Bid: Waste Disposal</p> <p>Motion made and passed unanimously to bring the bid for waste disposal to Winter Brothers to the full Board for approval.</p> |
| 3.D.4. | <p>East Street Windows</p> <ul style="list-style-type: none"> Mr. Calhoun reported the bid from Action Glass for the entire project of \$145,203. It is | <p>East Street Windows</p> |

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| | <p>recommended to award the bid to Action Glass and to utilize efficiencies in the capital plan for the amount over \$115,000 in this year's budget.</p> <p>Mr. Weinberg moved to bring the bid award for Action Glass for the East Street windows to the full board for approval. Motion seconded by Mrs. Thomas and passed.</p> <p>In favor: Mrs. Faulenbach, Mrs. Thomas, Mr. Weinberg Mr. McSherry recused himself.</p> | <p>Motion made and passed to bring the bid award for Action Glass for the East Street windows to the full Board for approval.</p> |
| 3.D.5. | <p>Milk Bid</p> <ul style="list-style-type: none"> Mr. Miller reported a discussion with Mrs. Sullivan; milk is bid every year; the contract this year had the right to extend the bid for one year. Mrs. Sullivan reported services from this year's vendor are excellent with milk being received on time and attention paid to cleanliness. It is recommended that the bid be awarded to this year's vendor for approximately \$60,000. <p>Mr. Weinberg moved to extend the milk bid award for another year to Wade Dairy and to bring it to the full Board for approval.</p> <p>Mrs. Thomas seconded the motion which passed unanimously.</p> <p>In favor: Mr. McSherry, Mrs. Thomas, Mrs. Faulenbach, Mr. Weinberg</p> | <p>Milk Bid</p> <p>Motion made and passed unanimously to extend the milk bid award for another year to Wade Dairy and to bring it to the full Board for approval.</p> |
| 3.E. 3.E.1- 5 | <p>Grants:</p> <ol style="list-style-type: none"> Carl D. Perkins Vocational & Applied Technology Education Act Grant: <ul style="list-style-type: none"> Dr. Paddyfote reported this is a continuing grant. IDEA Grant: <ul style="list-style-type: none"> Mrs. Johnson commented the amount of the grant covers salaries with less for other costs. Adult Education Grant: <ul style="list-style-type: none"> Transition to the future – Transition to Post-Secondary Education and Training and Adult Education Grant: English language Acquisition/Civics Education; | <p>Grants</p> <ol style="list-style-type: none"> Carl D. Perkins Vocational & Applied Technology Education Act Grant IDEA Grant Adult Education Grant: Transition to the future—Transition to Post Secondary Education and Training; Adult Education Grant: English Language Acquisition/Civics Education; |

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| | <p>5. CT Community Foundation – LitLinks P-3 Preschool Collaboration Grant</p> <ul style="list-style-type: none"> This grant is being written for \$8000 this year. <p>Mrs. Thomas moved to bring the five grants to the full Board for approval. Motion seconded by Mr. Weinberg and passed unanimously. In favor: Mr. McSherry, Mrs. Thomas, Mrs. Faulenbach, Mr. Weinberg</p> | <p>5. CT Community Foundation—Lit Links P-3 Preschool Collaboration Grant</p> <p>Motion made and passed unanimously to bring the five grants to the full Board for approval.</p> |
| 3.F. | <p>Retirement Incentive Program for Non-Bargaining Unit Employees</p> <ul style="list-style-type: none"> Dr. Paddyfote distributed a memo dated June 15, 2011 (proposed date of signing); she explained this program parallels the secretaries program with one exception—the member has a choice between a lump sum payment or individual medical insurance for 30 months: Mrs. Faulenbach asked if there would be a savings to the Board and Dr. Paddyfote answered in the affirmative. <p>Mrs. Thomas moved to bring the Retirement Incentive Program for Central Office Non-Union Employees to the full board for approval. Motion seconded by Mr. Weinberg and passed unanimously. In favor: Mr. McSherry, Mrs. Faulenbach, Mrs. Thomas, Mr. Weinberg.</p> | <p>Retirement Incentive Program for Non-Bargaining Unit Employees</p> <p>Motion made and passed unanimously to bring the Retirement Incentive Program for Non-Bargaining Unit Employees to the full Board approval.</p> |
| 3.G. | <p>Appointment of Legal Counsel for the Board of Education according to Policy 9125</p> <ul style="list-style-type: none"> The policy indicates the Board is to approve legal counsel annually; the current legal counsel contract is in its third year. <p>Mrs. Thomas moved bring the appointment of legal counsel to Sullivan, Schoen, Campana & Connon for the Board of Education according to Policy 9125 to the full Board for approval. Motion seconded by Mr. Weinberg and passed unanimously: In favor: Mr. McSherry, Mrs. Faulenbach, Mrs. Thomas, Mr. Weinberg</p> | <p>Appointment of Legal Counsel for the Board of Education according to Policy 9125</p> <p>Motion made and passed unanimously to bring the appointment of legal counsel to Sullivan, Schoen, Campana & Connon for the Board of Education according to Policy 9125 to the full Board for approval.</p> |
| 3.H. | <p>End-of-Year Balance and Proposed Year End Projects</p> <ul style="list-style-type: none"> Mr. Miller presented the list of end of year | <p>End-of-Year Balance and Proposed Year End Projects</p> |

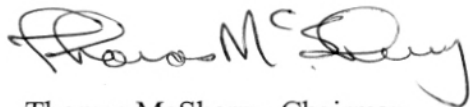
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| | <p>projects to be facilitated by June 30. After these projects, it is anticipated the end of year balance will be between \$100,000-\$125,000.</p> <p>Mrs. Thomas moved to bring to the full Board authorization for the chair to write a letter to the Town requesting the end of year balance be put in the capital reserve account. Mr. Weinberg seconded the motion which passed unanimously. In favor: Mr. McSherry, Mrs. Faulenbach, Mrs. Thomas, Mr. Weinberg</p> | <p>Motion made and passed unanimously to bring to the full Board authorization for the chair to write a letter to the Town requesting the end of year balance be put in the capital reserve account.</p> |
| 3.H. | <p>End-of-year Balance and Proposed Year End Projects</p> <p>Mrs. Thomas moved to send the proposed year-end projects to the full Board for approval. Mr. Weinberg seconded the motion which passed unanimously. In favor: Mr. McSherry, Mrs. Faulenbach, Mrs. Thomas, Mr. Weinberg</p> | <p>End-of-Year Balance and Proposed Year End Projects</p> <p>Motion made and passed unanimously to bring year-end projects to the full Board for approval.</p> |
| 3.I. | <p>Discussion of Centralized Transportation to the Magnet School</p> <ul style="list-style-type: none"> • Dr. Paddyfote reported 17 students are attending the Magnet school; • During the winter Danbury changed from a 90 minute delay to two hours; therefore, our students could not get into the building. At that time Dr. Paddyfote made inquiries about the Board's requirement for transportation to out-of-town magnet schools. • Under Connecticut law, Boards of Education do not have to transport children to magnet schools when school is not within town line. • The Board agreed in the past to abide by operational guidelines including a clause to provide transportation. • A centralized pick-up point should be considered; if this is done we could partner with Brookfield at a savings of \$26,000+/-. • Brookfield has 33 students and uses a centralized location for pick up. • Should the Board agree to this change, families will be given written notice of the change. | <p>Discussion of Centralized Transportation to the Magnet School</p> |

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| | <p>Motion by Mrs. Thomas to bring the recommendation for centralized transportation to the magnet school to the full Board for approval. Mr. Weinberg seconded the motion which passed unanimously.</p> <p>In favor: Mr. McSherry, Mrs. Faulenbach, Mrs. Thomas, Mr. Weinberg.</p> | <p>Motion made and passed unanimously to bring the recommendation for centralized transportation to the magnet school to the full Board for approval.</p> |
| 3.J. | <p>Revised Pay to Participate Fee for Hockey</p> <ul style="list-style-type: none"> Mr. Miller has been contacted by the Athletic Director regarding a possible refund of fees for hockey. Estimates for fees were based on the previous year; however, this year there were more participants: 21 vs. 16. This winter caused cancellations for practice time; also South Kent rink was used for practice time at a savings. The fees totaled \$6762 or a \$322 refund per family (the fee had been \$900 per family). <p>Mr. Miller further added this year there were 988 athletes with pay to play; pay to play fees have been cut in half for next year's budget.</p> <p>Mr. Miller is recommending the refund.</p> <p>Mr. Weinberg moved to bring the revised pay to participate fee for hockey and the refund of \$322 per family of hockey players to the full Board for approval. Motion seconded by Mrs. Thomas and passed unanimously</p> <p>In favor: Mr. McSherry, Mrs. Faulenbach, Mrs. Thomas, Mr. Weinberg.</p> | <p>Revised Pay to Participate Fee for Hockey</p> <p>Motion made and passed unanimously to bring the revised pay to participate fee for hockey and the refund of \$322 per family of hockey players to the full Board for approval.</p> |
| 3.K. | <p>Update on Town Insurance Bid</p> <ul style="list-style-type: none"> Mr. Miller reported the history of this process: RFPs sent out by the Town January 31, 2011; during March RFP's were reviewed and analyzed; April 5 2011 proposals shared with Board and Town; May 19, Mr. Jankowski notified insurance consultant of a change effective August 1 from Anthem to Cigna. Estimated savings the first year of \$1,100,000 of which approximately 75% is for the Board. Those savings are based on current claims; to see what the 'real dollars' would be twelve months of new claims under the new provider | <p>Update on Town Insurance Bid</p> |

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| | <p>would have to be reviewed.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach stated it would be prudent for the Board to be cognizant of where we are during the budget year, particularly in February. • Mr. Miller stated the intent would be to revisit the internal service fund. • Mrs. Faulenbach noted the medical line is not changed; there will be some kind of significant savings; a recommendation would be to go to the internal service fund to use that in the next budget season. • Mr. Miller agreed that savings would accrue in the internal service fund. • Mr. Miller urged that the Board keep in mind the accumulation in the internal service fund; this is a separate fund; there are procedures and protocols in place regarding that fund. | |
| 3.L. | <p>2011-2012 Budget Adjustments</p> <ul style="list-style-type: none"> • Mr. Miller discussed the proposed budget adjustments including placing cameras on buses; surrounding towns have cameras on their buses. Considerable time is spent on the investigative process – cameras would expedite that process and savings on transportation, insurance, security could be used for cameras. <p>Mrs. Thomas moved to bring the proposed budget adjustments to the full Board for approval. Mr. Weinberg seconded the motion which passed unanimously.</p> <p>In favor: Mr. McSherry, Mrs. Faulenbach, Mrs. Thomas, Mr. Weinberg.</p> | <p>2011-2012 Budget Adjustments</p> <p>Motion made and passed unanimously to bring the proposed budget adjustments to the full Board for approval.</p> |
| 4 | Items of Information | Items of Information: |
| 4.A. | (A) John J. McCarthy Observatory Annual Report with another phenomenal year; | (A) John J. McCarthy Observatory Annual Report |
| 4.B. | <p>(B) Annual Wellness Report</p> <ul style="list-style-type: none"> • Dr. McLaughlin reported dedicated committee members and increased participation; a community-wide wellness week in the spring is being discussed. | <p>(B) Annual Wellness Report</p> |
| 4.C. | <p>(C) Annual Emergency Preparedness Report</p> <ul style="list-style-type: none"> • Mr. Miller is excited to be working toward a certificate from a Department of Emergency | <p>(C) Annual Emergency Preparedness Report</p> |

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| 4.D. | Management and Homeland Security (DEMHS) course; he has been appointed to the Local Emergency Preparedness Committee (LEPC); the emergency response manual is to be updated, not having been done since 2008. (D) Sale of Driver Education Vehicle <ul style="list-style-type: none">The vehicle is retrofitted for driver education; the Town does a reverse Request For Proposals (RFP) to establish a price line. When this year's program is complete the process will commence. | (D) Sale of driver education vehicle. |
| 4.E. | (E) Voluntary Correction Action Plan – Office of Civil Rights <ul style="list-style-type: none">Dr. Paddyfote explained the posting required; posters include rules, etc. One adjustment to a policy will be made at the June Board meeting. | (E) Voluntary Correction Action Plan |
| 5. | Adjourn Mrs. Thomas moved to adjourn the meeting at 9:19 p.m., seconded by Mr. Weinberg. Motion passed unanimously. In favor: Mr. McSherry, Mrs. Faulenbach, Mrs. Thomas, Mr. Weinberg | Adjourn Motion made and passed unanimously to adjourn at 9:19 p.m. |

Respectfully submitted,



Thomas McSherry, Chairman
Operations Sub-committee