

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

BOARD OF EDUCATION  
MEETING NOTICE

**DATE:** September 13, 2016  
**TIME:** 7:30 P.M.  
**PLACE:** Sarah Noble Intermediate School – Library Media Center

AGENDA

New Milford Public Schools Mission Statement

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

1. CALL TO ORDER

A. Pledge of Allegiance

2. RECOGNITION

A. Teacher of the Year for 2017 – Mrs. Roxanne Kraft

3. PUBLIC COMMENT

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

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

4. PTO REPORT

5. STUDENT REPRESENTATIVES' REPORT

6. APPROVAL OF MINUTES

- A. Approval of the following Board of Education Meeting Minutes
  - 1. Regular Meeting Minutes June 14, 2016
  - 2. Special Meeting Minutes June 22, 2016
  - 3. Special Meeting Minutes August 8, 2016

7. SUPERINTENDENT'S REPORT

8. BOARD CHAIRMAN'S REPORT

9. COMMITTEE AND LIAISON REPORTS

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

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G. Negotiations Committee – Mrs. Faulenbach

H. Magnet School – Mr. Schemm

**10. DISCUSSION AND POSSIBLE ACTION**

A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated September 13, 2016

B. Monthly Reports

1. Budget Position dated 8/31/16

2. Purchase Resolutions: D-688, D-689, D-690

3. Request for Budget Transfers

C. Grant

1. Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation

D. Tuition Rates for 2016-2017

E. Authorization for Signatory on School District Accounts – Exhibit B

F. Textbook Approvals

G. New Milford High School Graduation Date 2017

H. Turf Field Usage Fees

I. Appointment of Medical Advisor

**11. ITEMS FOR INFORMATION AND DISCUSSION**

A. Field Trip Report

B. Textbook Previews

C. October Meeting Dates

D. JPS/East Street

**12. EXECUTIVE SESSION (Anticipated)**

A. Discussion and possible action on proposed collective bargaining agreement between the New Milford Board of Education and Teamsters, Local 677 - Food and Nutrition Services Employees

**13. DISCUSSION AND POSSIBLE ACTION**

A. Approval of successor collective bargaining agreement between the New Milford Board of Education and the Teamster's, Local 677 – Food and Nutrition Services Employees

**14. ADJOURN**

**ITEMS OF INFORMATION**

Facilities Sub-Committee Special Meeting Minutes – September 6, 2016

Operations Sub-Committee Special Meeting Minutes – September 6, 2016

Policy Sub-Committee Meeting September 20, 2016 – 6:45 p.m. Lillis Administration Building, Room 2	Board of Education Special Meeting October 18, 2016 – 7:30 p.m. Sarah Noble Intermediate School, LMC
Committee on Learning Meeting September 20, 2016 – 7:30 p.m. Lillis Administration Building, Room 2	Policy Sub-Committee Special Meeting October 25, 2016 – 6:45 p.m. Lillis Administration Building, Room 2
Facilities Sub-Committee Meeting October 4, 2016 – 6:45 p.m. Lillis Administration Building, Room 2	Committee on Learning Special Meeting October 25, 2016 – 7:30 p.m. Lillis Administration Building, Room 2
Operations Sub-Committee Meeting October 4, 2016 – 7:30 p.m. Lillis Administration Building, Room 2	

**New Milford Board of Education  
 Regular Meeting Minutes  
 June 14, 2016  
 Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairperson Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Dave Littlefield Mr. Brian McCauley Mr. J.T. Schemm
Absent:	Mrs. Angela Chastain Mrs. Tammy McInerney

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Also Present:	Mr. Joshua Smith, Superintendent-Elect Dr. Eugenia Slone, Acting Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Anthony Giovannone, Director of Fiscal Services and Operations Ms. Roberta Pratt, Director of Technology Mr. Kevin Munrett, Facilities Manager Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School  Ms. Kendall Stewart, Student Representative
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1. A.	<b>Call to Order</b> <b>Pledge of Allegiance</b>  The regular meeting of the New Milford Board of Education was called to order at 7:30 p.m. The Pledge of Allegiance immediately followed the call to order.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b>
2.	<b>Public Comment</b>  <ul style="list-style-type: none"> <li>Chris Kendall, a New Milford resident, spoke about the art classrooms at Schaghticoke saying they were dark and lacking in creativity for students. She asked the Board to help make a change to the rooms.</li> </ul>	<b>Public Comment</b>
3.	<b>PTO Report</b>  <ul style="list-style-type: none"> <li>Kathleen Lewis, PTO president, said the year-end celebrations were complete and that the majority of the PTO Boards are in place for</li> </ul>	<b>PTO Report</b>

Regular Meeting Minutes

June 14, 2016

Sarah Noble-Intermediate School Library Media Center

	<p>next year.</p> <ul style="list-style-type: none"> <li>All the schools are working on PTO event calendars for next year.</li> <li>The Grad Party ran from 9 p.m. until 5 a.m., involved 170 volunteers and cost almost \$20,000. Roughly 85% to 90% of the seniors participated. Twenty local businesses participated with donations. There were ten door prizes including two laptops.</li> </ul>	
<p>4.</p>	<p><b>Student Representatives' Report</b></p> <ul style="list-style-type: none"> <li>The NMHS senior class graduated Saturday, June 11, 2016 at WCSU.</li> <li>The new school year will start on August 31st for students.</li> <li>Ms. Kendall thanked the Board for allowing her to be the student rep.</li> </ul>	<p><b>Student Representatives' Report</b></p>
<p>5.</p>	<p><b>Approval of Minutes</b></p> <p>A. <b>Approval of the following Board of Education Meeting Minutes</b></p> <ol style="list-style-type: none"> <li>Special Meeting Minutes May 10, 2016</li> <li>Workshop Meeting Minutes May 10, 2016</li> <li>Regular Meeting Minutes May 10, 2016</li> <li>Special Meeting Minutes May 27, 2016</li> </ol> <p><b>Mr. Dahl moved to approve the following Board of Education Meeting Minutes:</b></p> <ol style="list-style-type: none"> <li>Special Meeting Minutes May 10, 2016</li> <li>Workshop Meeting Minutes May 10, 2016</li> <li>Regular Meeting Minutes May 10, 2016</li> <li>Special Meeting Minutes May 27, 2016</li> </ol> <p><b>Seconded by Mr. Littlefield.</b></p> <ul style="list-style-type: none"> <li>Mr. Coppola said he was not at all of the meetings.</li> </ul>	<p><b>Approval of Minutes</b></p> <p>A. <b>Approval of the following Board of Education Meeting Minutes</b></p> <ol style="list-style-type: none"> <li>Special Meeting Minutes May 10, 2016</li> <li>Workshop Meeting Minutes May 10, 2016</li> <li>Regular Meeting Minutes May 10, 2016</li> <li>Special Meeting Minutes May 27, 2016</li> </ol> <p><b>Motion made and passed to approve the following Board of Education Meeting Minutes:</b></p> <ol style="list-style-type: none"> <li>Special Meeting Minutes May 10, 2016</li> <li>Workshop Meeting Minutes May 10, 2016</li> <li>Regular Meeting Minutes May 10, 2016</li> <li>Special Meeting Minutes May 27, 2016</li> </ol>

	<p><b>The motion passed 6-0-1.          Aye: Mr. Littlefield, Mr. Dahl, Mrs. Faulenbach,          Mr. Schemm, Mr. Lawson, Mr. McCauley          Abstain: Mr. Coppola</b></p>	
6.	<p><b>Superintendent's Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said the high school graduation was Saturday and the Grad Party is an amazing way to end the day.</li> <li>• The second Q and A on the revised budget was held Saturday.</li> <li>• Mr. Smith thanked Dr. Slone for her assistance during this past year.</li> <li>• Dr. Slone said it has been her pleasure to work here with such warm, kind and professional people.</li> </ul>	<b>Superintendent's Report</b>
7.	<p><b>Board Chairman's Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said the graduation exercise was a nice celebration.</li> <li>• The Board will be appointing a new Assistant Superintendent of Schools this evening.</li> <li>• The Board is awaiting the result of today's budget vote.</li> </ul>	<b>Board Chairman's Report</b>
8.	<p><b>Committee And Liaison Reports</b></p> <p><b>A. Facilities Sub-Committee – Mr. Coppola</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola said with the longer summer recess, the Facilities crew can get more done including work on the chiller at the high school.</li> <li>• The steel for the SNIS catwalk is in production.</li> <li>• The roof at Schaghticoke is on its way to being done with the hazardous part being dealt with before the next school year starts.</li> <li>• The turf fields will be done by August with maintenance equipment to be turned over to the Facilities department along with training.</li> </ul>	<b>Committee And Liaison Reports</b>  <b>A. Facilities Sub-Committee</b>

	<p><b>B. Operations Sub-Committee – Mrs. Faulenbach</b></p> <ul style="list-style-type: none"> <li>Mrs. Faulenbach said the Operations agenda included the usual exhibits, monthly reports, gifts and donations, bid awards, and grants, along with a discussion of budget adjustments, end of year projects, the annual Emergency Preparedness Report, John J. McCarthy Observatory Report, and the Wellness Report.</li> </ul> <p><b>C. Policy Sub-Committee – Mr. Schemm</b></p> <ul style="list-style-type: none"> <li>Mr. Schemm said they discussed Livescan, honor rolls, report cards and other reporting including mastery based learning and standard based grading, school maintained websites, and electronic devices.</li> </ul> <p><b>D. Committee on Learning – Mr. Dahl</b></p> <ul style="list-style-type: none"> <li>Mr. Dahl thanked Dr. Slone for her help throughout the year.</li> <li>He said there are some curriculumms on the agenda for approval tonight.</li> <li>The Committee had a discussion of math data.</li> <li>The Schaghticoke administration shared their schedule revisions.</li> <li>They talked about the coaches and the word study program at the elementary level.</li> <li>The Committee has requested the current enrollment for elective courses for the high school.</li> </ul> <p><b>E. Education Connection – Mr. Coppola</b></p> <ul style="list-style-type: none"> <li>Mr. Coppola noted that there is a new director who plans to visit all the superintendents in the region.</li> <li>He said grants are not firmed up due to the state budget discussions.</li> </ul> <p><b>F. Connecticut Boards of Education (CABE) – Mr. Coppola</b></p>	<p><b>B. Operations Sub-Committee</b></p> <p><b>C. Policy Sub-Committee</b></p> <p><b>D. Committee on Learning</b></p> <p><b>E. Education Connection</b></p> <p><b>F. Connecticut Boards of Education (CABE)</b></p>
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	<ul style="list-style-type: none"> <li>• Mr. Coppola said there is a new Speaker of the House who is not as interested in the regional calendar or regionalizing expenses.</li> </ul> <p><b>G. Negotiations Committee – Mrs. Faulenbach</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said there is nothing new to report, that negotiations will continue this summer with the administrators union negotiations also starting.</li> </ul> <p><b>H. Magnet School – Mr. Schemm</b></p> <ul style="list-style-type: none"> <li>• Mr. Schemm said New Milford has 18 spots, three per grade, and they are all filled. The contribution per student for New Milford is \$1,784.</li> <li>• Mr. Smith said Danbury will get some cuts to the magnet school but will not pass the costs along to participating towns.</li> </ul>	<p><b>G. Negotiations Committee</b></p> <p><b>H. Magnet School</b></p>
<p><b>9.</b></p> <p><b>A.</b></p>	<p><b>Discussion And Possible Action</b></p> <p><b>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated June 14, 2016</b></p> <p><b>Mr. Coppola moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated June 14, 2016, seconded by Mr. McCauley.</b></p>	<p><b>Discussion And Possible Action</b></p> <p><b>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated June 14, 2016</b></p> <p><b>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated June 14, 2016.</b></p>
	<ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked if this Exhibit had been revised and Mr. Smith said they did not revise it, rather they separated the Assistant Superintendent appointment from the Exhibit as a separate item.</li> <li>• Mrs. Faulenbach said she appreciated the transparency and she thanked the Board Chair for granting her request to have the agenda revised.</li> </ul>	

<p><b>The motion passed unanimously.</b></p> <p><b>B. Recommendation of Superintendent of Schools regarding hiring of Assistant Superintendent</b></p> <p><b>Mr. Coppola moved to approve the recommendation of the Superintendent of Schools regarding the hiring of Alisha DiCorpo as Assistant Superintendent effective on or about July 1, 2016; 2016-2017 salary - \$148,000, seconded by Mr. Dahl and passed unanimously.</b></p> <p><b>C. Monthly Reports</b></p> <ol style="list-style-type: none"><li><b>1. Budget Position dated 5/31/16</b></li><li><b>2. Purchase Resolution: D-687</b></li><li><b>3. Request for Budget Transfers</b></li></ol> <p><b>Mr. McCauley moved to approve monthly reports: Budget Position dated May 31, 2016, Purchase Resolution D-687, Request for Budget Transfers and the revisions as of June 14, 2016, seconded by Mrs. Faulenbach.</b></p> <ul style="list-style-type: none"><li>• Mr. Smith said the June 7th budget position was updated daily, cleaning up accounts and encumbrances. He said the district does not expect to receive additional excess costs at this point; they expect less than budgeted.</li><li>• Mr. Giannone said the district should know the final word within the next week about excess costs.</li><li>• Mrs. Faulenbach said these are fluid numbers.</li><li>• Mr. Littlefield asked for clarification as to whether these dollars were not coming in at all or not coming in before July. Mr. Smith said they did not expect these dollars to come in at all.</li></ul> <p><b>The motion passed unanimously.</b></p>	<p><b>B. Recommendation of Superintendent of Schools regarding hiring of Assistant Superintendent</b></p> <p><b>Motion made and passed unanimously to approve the recommendation of the Superintendent of Schools regarding the hiring of Alisha DiCorpo as Assistant Superintendent effective on or about July 1, 2016; 2016-2017 salary - \$148,000</b></p> <p><b>C. Monthly Reports</b></p> <ol style="list-style-type: none"><li><b>1. Budget Position dated 5/31/16</b></li><li><b>2. Purchase Resolution: D-687</b></li><li><b>3. Request for Budget Transfers</b></li></ol> <p><b>Motion made and passed unanimously to approve monthly reports: Budget Position dated May 31, 2016, Purchase Resolution D-687, Request for Budget Transfers and the revisions as of June 14, 2016.</b></p>
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<p><b>D. Gifts &amp; Donations</b>  <b>1. PTO – Exhibit B</b></p> <p><b>Mr. Lawson moved to accept Gifts and Donations: PTO - Exhibit B in the amount of \$7,192.88, seconded by Mr. Coppola.</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola thanked the PTO.</li> <li>• Mr. Lawson said the PTO is an amazing organization and urged Board members to check out the Grad Party in the future.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>E. Bid Awards</b>  <b>1. Food and Nutrition Services – Milk</b></p> <p><b>Mr. Coppola moved to award the bid for Food and Nutrition Services – Milk to Wades Dairy Inc. for a one year period, seconded by Mr. McCauley and passed unanimously.</b></p> <p><b>2. Food and Nutrition Services – Frozen Dessert</b></p> <p><b>Mr. Dahl moved to award the bid for Food and Nutrition Services – Frozen Dessert to New England Ice Cream Corporation for a one year period, seconded by Mr. McCauley and passed unanimously.</b></p>	<p><b>D. Gifts &amp; Donations</b>  <b>1. PTO – Exhibit B</b></p> <p><b>Motion made and passed unanimously to accept Gifts and Donations: PTO - Exhibit B in the amount of \$7,192.88.</b></p> <p><b>E. Bid Awards</b>  <b>1. Food and Nutrition Services – Milk</b></p> <p><b>Motion made and passed unanimously to award the bid for Food and Nutrition Services – Milk to Wades Dairy Inc. for a one year period.</b></p> <p><b>2. Food and Nutrition Services – Frozen Dessert</b></p> <p><b>Motion made and passed unanimously to award the bid for Food and Nutrition Services – Frozen Dessert to New England Ice Cream Corporation for a one year period.</b></p>
<p><b>3. Special Education - Occupational Therapy</b></p> <p><b>Mr. Dahl moved to award the bid for Special Education – Occupational Therapy to Integrated Pediatric Services for a three year period, seconded by Mrs, Faulenbach and passed unanimously.</b></p>	<p><b>3. Special Education - Occupational Therapy</b></p> <p><b>Motion made and passed unanimously to award the bid for Special Education – Occupational Therapy to Integrated Pediatric Services for a three year period.</b></p>

<p style="text-align: center;"><b>4. Special Education - Physical Therapy</b></p> <p><b>Mr. McCauley moved to award the bid for Special Education – Physical Therapy to Ms. Debra Myhill and Integrated Pediatric Services for a three year period, seconded by Mrs. Faulenbach seconded and passed unanimously.</b></p> <p style="text-align: center;"><b>5. SMS Server Room(s) Cooling</b></p> <p><b>Mr. Coppola moved to award the bid for SMS Server Room(s) Cooling to Air Temp Mechanical Services Inc., seconded by Mr. Dahl.</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola said this was discussed at Facilities.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>F. Grants</b></p> <p style="padding-left: 20px;"><b>1. Carl D. Perkins Grant</b></p> <p><b>Mrs. Faulenbach moved to approve the Carl D. Perkins Grant in the amount of \$32,766.00, seconded by Mr. McCauley.</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked who Carl D. Perkins was and Dr. Slone said this is a federal grant.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p style="padding-left: 20px;"><b>2. Adult Education – El Civics for Work and Life Transitions CCR ready Grant</b></p> <p><b>Mr. Dahl moved to approve the Adult Education grant – El Civics for Work and Life Transitions CCR ready Grant in the amount of \$75,000.00, seconded by Mr. McCauley seconded and passed unanimously.</b></p>	<p style="text-align: center;"><b>4. Special Education - Physical Therapy</b></p> <p><b>Motion made and passed unanimously to award the bid for Special Education – Physical Therapy to Ms. Debra Myhill and Integrated Pediatric Services for a three year period.</b></p> <p style="text-align: center;"><b>5. SMS Server Room(s) Cooling</b></p> <p><b>Motion made and passed unanimously to award the bid for SMS Server Room(s) Cooling to Air Temp Mechanical Services Inc.</b></p> <p><b>F. Grants</b></p> <p style="padding-left: 20px;"><b>1. Carl D. Perkins Grant</b></p> <p><b>Motion made and passed unanimously to approve the Carl D. Perkins Grant in the amount of \$32,766.00.</b></p> <p style="padding-left: 20px;"><b>2. Adult Education – El Civics for Work and Life Transitions CCR ready Grant</b></p> <p><b>Motion made and passed unanimously to approve the Adult Education grant – El Civics for Work and Life Transitions CCR ready Grant in the amount of \$75,000.00.</b></p>
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<p><b>G. Approval of the Following Curriculum</b></p> <p><b>1. Developmental Guidance K-2</b></p> <p>Mrs. Faulenbach moved to approve the following Curriculum: Developmental Guidance K-2 seconded by Mr. Dahl and passed unanimously.</p> <p><b>2. Accounting II College Level</b></p> <p>Mr. Dahl moved to approve the following Curriculum: Accounting II College Level seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> <li>• Mr. Coppola asked if these were revised or new and Dr. Slone said they were revised.</li> </ul> <p>The motion passed unanimously.</p> <p><b>3. Business Law</b></p> <p>Mr. McCauley moved to approve the following Curriculum: Business Law seconded by Mr. Lawson and passed unanimously.</p> <p><b>4. Introduction to Web Design</b></p> <p>Mr. Dahl moved to approve the following Curriculum: Introduction to Web Design seconded by Mr. McCauley and passed unanimously.</p>	<p><b>G. Approval of the Following Curriculum</b></p> <p><b>1. Developmental Guidance K-2</b></p> <p>Motion made and passed unanimously to approve the following Curriculum: Developmental Guidance K-2.</p> <p><b>2. Accounting II College Level</b></p> <p>Motion made and passed unanimously to approve the following Curriculum: Accounting II College Level.</p> <p><b>3. Business Law</b></p> <p>Motion made and passed unanimously to approve the following Curriculum: Business Law.</p> <p><b>4. Introduction to Web Design</b></p> <p>Motion made and passed unanimously to to approve the following Curriculum: Introduction to Web Design.</p>
<p><b>5. Biology Honors</b></p> <p>Mr. Dahl moved to approve the following Curriculum: Biology Honors seconded by Mr. Littlefield.</p> <ul style="list-style-type: none"> <li>• Mr. Schemm said there are fundamental shifts for NCSS which mean instructional changes and will be costly.</li> </ul>	<p><b>5. Biology Honors</b></p> <p>Motion made and passed unanimously to approve the following Curriculum: Biology Honors.</p>

	<p><b>The motion passed unanously.</b></p> <p><b>6. Chemistry Honors</b></p> <p><b>Mr. Littlefield moved to approve the following Curriculum: Chemistry Honors seconded by Mr. Schemm and passed unanously.</b></p> <p><b>7. Astronomy College Level</b></p> <p><b>Mr. Schemm moved to approve the following Curriculum: Astronomy College Level seconded by Mr. Littlefield and passed unanously.</b></p> <p><b>H. Adjustments to 2016-2017 Board of Education Adopted Budget</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said they have updated the budget adjustments from the last iteration.</li> <li>• Mrs. Faulenbach noted that this item had been recommended for discussion. She encouraged the Board to consider a separate special Board meeting for the actual adjustments.</li> <li>• Mr. Lawson indicated that was the intent and the Board would be polled for availability based on the budget vote outcome.</li> <li>• Mr. Smith said there will probably be a special meeting next Wednesday to vote on this. This revised report removes the benefits and other services identified by the Town Council. It shows a reduction in transportation costs of \$72,000 as confirmed with John DuFour of All Star. The district will still get 22 propane buses as part of the budget savings for next year.</li> <li>• Mr. Coppola asked if this was still within the 2% increase and Mr. Smith said the contract ends next year and included a 3% increase but the contract has been restructured to reduce \$36,000 which is equivalent to 1%. Mr. Smith also noted that the propane buses required the schools to get out of the fuel contract with the</li> </ul>	<p><b>6. Chemistry Honors</b></p> <p><b>Motion made and passed unanously to approve the following Curriculum: Chemistry Honors.</b></p> <p><b>7. Astronomy College Level</b></p> <p><b>Motion made and passed unanously to approve the following Curriculum: Astronomy College Level.</b></p> <p><b>H. Adjustments to 2016-2017 Board of Education Adopted Budget</b></p>
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	<p>town. The contract was restructured with help and support from both the Town and Mitchell Fuel.</p> <ul style="list-style-type: none"> <li>• Mr. Schemm asked if there was a signed addendum and Mr. Smith said there was correspondence between Mr. Giovannone and Mr. DuFour.</li> <li>• Mrs. Faulenbach asked if legal counsel had reviewed and Mr. Smith said he would be happy to have legal look at it but it was not a formal renegotiation.</li> <li>• Mr. Schemm suggested a side letter or memorandum of understanding might be sufficient and Mrs. Faulenbach agreed.</li> <li>• Mr. Smith said the savings in the salary line is from turnover savings in anticipated retirements and new teachers hired at a lower level. He said they already know some retirements and replacement amounts. Also he was suggesting another \$140,000 savings for the same reason.</li> <li>• Mrs. Faulenbach said the actual savings are minute compared to the overall salary line.</li> <li>• Mr. Schemm said this is the first year of the new financial system so this turnover savings won't happen again.</li> <li>• Mr. Smith also said the Board is unlikely to replace as many administrative positions as it did this year.</li> <li>• Mrs. Faulenbach asked if these were just suggested adjustments and Mr. Lawson said yes, any Board member could bring any adjustments to the table.</li> </ul>	
<p><b>I. End-of-Year Projects</b></p>	<p><b>Mr. Coppola moved to approve the End-of-Year Projects as proposed, based on the final end-of-year balance, seconded by Mrs. Faulenbach.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked for the total amount and Mr. Giavannone said the three end-of-year projects proposed: the SMS server room</li> </ul>	<p><b>I. End of Year Projects</b></p> <p><b>Motion made and passed unanimously to approve the End-of-Year Projects as proposed, based on the final end-of-year balance.</b></p>

cooling, refresh cycle smartboards, and server, total \$105,938.12.

- Mr. Smith said they were approved as part of the purchase resolution earlier this evening.
- Mrs. Faulenbach noted that the end-of-year balance is validated via the town audit report with the Town Council and Board of Finance.

**The motion passed unanimously.**

**J. Recommendation and Approval for Designee of Superintendent of Schools**

**Mr. Dahl moved to approve the appointment of the Assistant Superintendent, and in his/her absence, the Director of Human Resources, as Designee for the Superintendent of Schools from July 1, 2016 through June 30, 2017, seconded by Mr. McCauley and passed unanimously.**

**K. Authorization for the Superintendent to accept resignations and make appointments from June 15, 2016 through September 13, 2016**

**Mr. McCauley moved to authorize the Superintendent to accept resignations and make appointments from June 15, 2016 through September 13, 2016, seconded by Mr. Littlefield.**

- Mr. Dahl asked if the appointments were made during the summer by the Superintendent were they then approved by the Board in September and Mr. Smith said generally the process is not to wait, with the Board informed at the September meeting.
- Mr. Schemm asked how many vacancies there were currently and Ms. Baldelli said five or six at the moment.
- Mr. Coppola said he was opposed to this

**J. Recommendation and Approval for Designee of Superintendent of Schools**

**Motion made and passed unanimously to approve the appointment of the Assistant Superintendent, and in his/her absence, the Director of Human Resources, as Designee for the Superintendent of Schools from July 1, 2016 through June 30, 2017.**

**K. Authorization for the Superintendent to accept resignations and make appointments from June 15, 2016 through September 13, 2016**

**Motion made to authorize the Superintendent to accept resignations and make appointments from June 15, 2016 through September 13, 2016.**

Regular Meeting Minutes

June 14, 2016

Sarah Noble Intermediate School Library Media Center

	<p>motion as it was the Board's job to do this.</p> <ul style="list-style-type: none"> <li>• Mr. Schemm said the Board calendar had been set in January without the July and August dates.</li> <li>• Mrs. Faulenbach asked Mr. Coppola and Mr. Dahl if they wanted all positions to be voted on or just administrators and she suggested that a motion be made to exclude administrative positions as a compromise. She suggested this might help clarify the role of the Board.</li> <li>• Mr. Dahl said he would like all based on his past experience.</li> <li>• Mr. Coppola asked why the Board even voted on Exhibit A all year long.</li> <li>• Mr. Lawson said if the Board couldn't get a quorum they might lose a candidate.</li> <li>• Ms. Baldelli said there are shortage areas where a quick decision might be needed.</li> <li>• Mr. Smith said the process now is for the Exhibit A to go to Operations and then the Board. He felt as if this would be a change in procedure that the Board may wish to think about in the future.</li> <li>• Mr. Coppola said he had been hired in New York in different districts previously and all offer letters said pending Board approval.</li> </ul> <p><b>Mr. Lawson moved to amend the motion to exclude administrative appointments.</b></p>	<p><b>Motion amended to exclude administrative appointments.</b></p>
	<ul style="list-style-type: none"> <li>• Mrs. Faulenbach said perhaps a special meeting could be called first to determine if there would be a quorum.</li> <li>• Mr. Dahl said he felt the meeting calendar next year should include summer meetings.</li> <li>• Mr. Schemm said, now working on the hiring side, he knows how quickly decisions need to be made.</li> <li>• Dr. Slone said it is not typical for Connecticut Boards to approve every hire.</li> </ul> <p><b>Mr. Littlefield seconded the amendment.</b></p>	<p><b>Amendment seconded.</b></p>

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June 14, 2016

~~Sarah Noble Intermediate School Library Media Center~~

	<p><b>The amendment passed 5-2.</b>                  Aye: Mr. Littlefield, Mrs. Faulenbach, Mr. Schemm,                  Mr. Lawson, Mr. McCauley                  No: Mr. Dahl, Mr. Coppola</p> <p><b>The amended motion passed 5-2.</b>                  Aye: Mr. Littlefield, Mrs. Faulenbach, Mr. Schemm,                  Mr. Lawson, Mr. McCauley                  No: Mr. Dahl, Mr. Coppola</p> <p><b>L. Authorization for the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 15, 2016 through September 13, 2016</b></p> <p><b>Mr. McCauley moved to authorize the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 15, 2016 through September 13, 2016, seconded by Littlefield.</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola said he will oppose this motion as well.</li> </ul> <p><b>The motion passed 5-2.</b>                  Aye: Mr. Littlefield, Mrs. Faulenbach, Mr. Schemm,                  Mr. Lawson, Mr. McCauley                  No: Mr. Dahl, Mr. Coppola</p>	<p><b>Amendment passed.</b></p> <p><b>Amended motion passed.</b></p> <p><b>L. Authorization for the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 15, 2016 through September 13, 2016</b></p> <p><b>Motion made and passed to authorize the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 15, 2016 through September 13, 2016.</b></p>
<p><b>10.</b></p> <p><b>A.</b></p>	<p><b>Items For Information And Discussion</b></p> <p><b>Field Trip Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola said he was excited that Northville students were going to Chestnut Grove and hoped to see more of this.</li> <li>• Dr. Slone mentioned that this event was live streamed so parents could watch and that she and Mr. Smith were able to view it.</li> </ul>	<p><b>Items For Information And Discussion</b></p> <p><b>A. Field Trip Report</b></p>



	<p><b>B. Annual Emergency Preparedness Report</b></p> <p><b>C. Annual Wellness Report</b></p> <p><b>D. John J. McCarthy Observatory Annual Report</b></p> <p><b>E. Textbook Previews: Grades 11-12, 9-12</b></p>	<p><b>B. Annual Emergency Preparedness Report</b></p> <p><b>C. Annual Wellness Report</b></p> <p><b>D. John J. McCarthy Observatory Annual Report</b></p> <p><b>E. Textbook Previews: Grades 11-12, 9-12</b></p>
<p><b>11.</b></p> <p><b>A.</b></p>	<p><b>Executive Session (Anticipated)</b></p> <p><b>Discussion of the employment and salary of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier.</b></p> <p><b>Mr. Schemm moved to enter into Executive Session to discuss the employment and salary of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier and to invite in Mr. Smith, seconded by Mr. McCauley and passed unanimously.</b></p> <p><b>The Board and Mr. Smith entered Executive Session at 9:18 p.m.</b></p> <p><b>The Board returned to Public Session at 9:41 p.m.</b></p>	<p><b>Executive Session (Anticipated)</b></p> <p><b>A. Discussion of the employment and salary of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier.</b></p> <p><b>Motion made and passed unanimously to enter into Executive Session to discuss the employment and salary of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities</b></p>
	<p><b>Manager, Administrative Assistant to the Superintendent, and Mail Courier and to invite in Mr. Smith.</b></p>	<p><b>Manager, Administrative Assistant to the Superintendent, and Mail Courier and to invite in Mr. Smith.</b></p>
<p><b>12.</b></p> <p><b>A.</b></p>	<p><b>Discussion and Possible Action</b></p> <p><b>Discussion and possible approval of the employment and salary of the Director of Human</b></p>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Discussion and possible approval of the employment and salary of</b></p>

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June 14, 2016

~~Sarah Noble Intermediate School Library Media Center~~

	<p><b>Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier.</b></p> <p><b>Mr. Coppola moved to approve the employment and salary of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier as discussed in Executive Session, seconded by Mr. McCauley and passed unanimously.</b></p>	<p><b>the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier.</b></p> <p><b>Motion made and passed unanimously to approve the employment and salary of the Director of Human Resources, Director of Food Services, Director of Technology, District Data Administrator, Systems Analyst, Accounting Manager, Facilities Manager, Assistant Facilities Manager, Administrative Assistant to the Superintendent, and Mail Courier as discussed in Executive Session.</b></p>
<p><b>13.</b></p>	<p><b>Adjourn</b></p> <p><b>Mrs. Faulenbach moved to adjourn the meeting at 9:42 p.m. seconded by Mr. Dahl and passed unanimously.</b></p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn at 9:42 p.m.</b></p>

Respectfully submitted:



Wendy Faulenbach

Secretary

New Milford Board of Education

**New Milford Board of Education  
 Special Meeting Minutes  
 June 22, 2016  
 Sarah Noble Intermediate School – Library Media Center**

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NEW MILFORD, CT

Present:	Mr. David A. Lawson, Chairperson Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm
Absent:	Mrs. Angela C. Chastain Mr. Dave Littlefield

Also Present:	Mr. Joshua Smith, Superintendent Elect Mr. Anthony Giovannone, Director of Fiscal Services and Operations Ms. Ellamae Baldelli, Director of Human Resources Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Roberta Pratt, Director of Technology Mr. Kevin Munrett, Facilities Manager
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<b>1.</b>	<b>Call to Order</b>	<b>Call to Order</b>
<b>A.</b>	<b>Pledge of Allegiance</b>  The special meeting of the New Milford Board of Education was called to order at 6:30 p.m. by Mr. Lawson. The Pledge of Allegiance and a moment of silence immediately followed the call to order.	<b>A. Pledge of Allegiance</b>
<b>2.</b>	<b>Public Comment</b>  <ul style="list-style-type: none"> <li>There was none.</li> </ul>	<b>Public Comment</b>
<b>3.</b>	<b>Discussion and Possible Action</b>	<b>Discussion and Possible Action</b>
<b>A.</b>	<b>Adjustments to 2016-2017 Board of Education Adopted Budget and anticipated transfers</b>  Motion made by Mr. Dahl that the Board amend the 2016-2017 adopted Board of Education budget from \$62,183,950 to \$61,686,660.	<b>A. Adjustments to 2016-2017 Board of Education Adopted Budget and anticipated transfers</b>  <b>Motion made and passed unanimously to amend the 2016-2017 adopted Board of Education</b>

	<p>Motion seconded by Mr. McCauley.</p> <ul style="list-style-type: none"><li>• Mr. Smith reviewed the handout regarding adjustments to the budget. He said the top half detailed the adjustments made by Town Council. The only change from previous discussions is to the medical insurance line. The amount of \$115,975 was approved by the Town Council as a deduction to the BOE budget and they included that in the number on the referendum. Mr. Smith said the handout on insurance shows that according to the insurance actuaries, the cut should have come from the Town side. To make the adjustment and still abide by the referendum vote, the BOE will reduce its insurance payment to the Town by that amount.</li><li>• Mr. Coppola asked for confirmation that the Board had no choice but to agree to the Town Council adjustments and Mr. Smith said that is correct. The bottom suggested items which total \$310, 920 are under Board control for approval.</li><li>• Mrs. Faulenbach asked for specifics regarding the insurance payment and that the Board would be paying the Town \$115,975 less than the amount owed and Mr. Smith said that is correct.</li><li>• Mr. Giovannone said the Town receives the full insurance bill and the Board makes monthly payments to the Town for its share.</li><li>• Mr. Schemm asked when the Board will receive final actuarial numbers and Mr. Smith said we will start to receive quarterly statements of projected versus actual numbers in July and this will continue throughout the year.</li><li>• Mr. Schemm asked if the insurance bill runs on the fiscal year or calendar year. Mr. Giovannone said it is fiscal.</li><li>• Mrs. Faulenbach asked for clarity on the \$115,975: does the Board owe this amount but the Town is forgiving it or should it have been an adjustment to the Town side; and whether</li></ul>	<p><b>budget from \$62,183,950 to \$61,686,660.</b></p>
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the adjustment was coming from the total pot or from the BOE budget. Mr. Smith said who should be paying the amount is “in the eye of the beholder” but it is coming from the BOE budget. However, the good news is that it is an adjustment to the insurance line only so does not require cuts from other accounts. Where this will show up is in next year’s budget where the year to year increase will appear larger because the number has been artificially deflated by \$115,975 this year.

- Mrs. Faulenbach said that is further compounded by the use of the internal service fund. We are using two vehicles to supplement that line.
- Mr. Smith said he had an informal discussion with the auditors this year about showing this insurance detail in next year’s budget for transparency similar to what was done this year with capital reserve and the auditors said they saw it as proper.
- Mr. Coppola said the suggested items for the additional \$310,920 adjustment needed, which are listed on the bottom half of the handout, have been presented and discussed at several Board meetings already and he is fine with all of them. He said he was grateful that the budget passed at the second referendum so that additional cuts are not needed.
- Mrs. Faulenbach said she agreed and is not in favor of motions for any other cuts to the budget. She appreciated the collaboration to make this happen.
- Mr. Smith distributed a signed memo confirming the adjustments that will be made through All Star Transportation.
- Mrs. Faulenbach said she appreciated the confirmation and said the memo would be important to have on hand as the Board enters negotiations on the transportation contract.

Motion passed unanimously.

<p>4.</p> <p>A.</p>	<p><b>Items of Information</b></p> <p><b>2015-2016 Closeout</b></p> <ul style="list-style-type: none"><li>• Mr. Smith said the handout highlights shifts made from the original budget as approved in January. More students have enrolled in music at SMS than anticipated so an additional 0.5 Full Time Equivalent (FTE) will be added there. As previously stated, the high school has been using a retired teacher at a high rate of pay to fill a 0.6 French position at the high school because of an inability to fill the position permanently. For next year, the plan is to hire a full time teacher to fill that position and teach extra sections at SMS which are needed due to increased enrollment for that elective. This will actually result in a cost savings which is not indicated on the handout due to a typo.</li><li>• Mr. Giovannone said the typo changes the handout's bottom line as well to \$33, 697.</li><li>• Mr. Coppola said he was pleased to see enrollment going up in Spanish at the middle school since that must mean more students are not required to take reading in its place.</li><li>• Mr. Smith said there are fewer students needing to take reading which is a good sign regarding their overall progress. He also said the schedule redesign helps here too as some students are now able to do both reading and a language.</li><li>• Mr. Smith said the LHTC program is up to 21 students which is a credit to the program but requires the addition of another teacher.</li><li>• Mr. Schemm asked if there was any savings here with students coming back in from out of district. Mrs. Olson said of the total students there are three students moving into the program from the high school, one returning from out of district (ODP) placement, and one unexpected ODP return. There is also one Region 12 tuition student.</li><li>• Mr. Smith said there is also a reserve listed</li></ul>	<p><b>Items of Information</b></p> <p><b>A. 2015-2016 Closeout</b></p>
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	<p>from the disbanding of a team at SMS.</p> <ul style="list-style-type: none"><li>• Mr. Coppola asked where that savings is being held and Mr. Smith said it is in the certified salary account.</li><li>• Mrs. Faulenbach said that account tends to be very fluid and is closely watched as it is the largest piece of the budget.</li><li>• Mr. Smith said the adjustment to the CEN funding is due to the state budget cuts. The state is no longer fully funding internet.</li><li>• Mrs. Faulenbach asked if the Board would see these adjustments again in the fall and Mr. Smith said yes but in various forms, for example on Exhibit A, so he wanted to show them here for transparency.</li><li>• Mr. Smith explained another handout regarding year-end. The handout shows balances as of May 31, 2016 and June 22, 2016 as well as anticipated expenses to finish the year. The estimated unaudited year-end balance is \$605,332, barring unforeseen expenses. The actual end of year balance pending audit will be presented at the September Board meeting with consideration to sending it to capital reserve.</li><li>• Mr. Coppola wanted it noted for the record that the balance is expected to end in the positive and Mr. Smith said it is.</li><li>• Mr. Schemm said he found it amazing to finish the year with a budget this size within 1% of projections. He said he was glad to see capital projects back in the budget and the use of capital reserve captured there.</li><li>• Mrs. Faulenbach said it is important to document as there are lots of steps involved in the use of capital reserve.</li><li>• Mr. Smith highlighted a few of the additional expenses. He said the bleachers at the high school are being added for the second turf field which currently has no seating. Lawn chairs can damage the field so we want to make sure there is an alternative. The shed will be used to secure and store the turf field equipment.</li></ul>	
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- Mr. Coppola wanted it noted for the record that the turf field equipment itself was paid for as part of the project bonding.
- Mrs. Faulenbach asked if the year-end projects previously discussed were already reflected in the balance and Mr. Smith said they were.
- Mr. Coppola thanked Mr. Smith and Mr. Giovannone for their reporting efforts. He said they are making the process very clear for the layman to follow.

**B. Turf Field Administration and Facility Use Manual**

- Mr. Smith said the fields are scheduled to open soon so this draft manual has been prepared in collaboration with the Facilities Department, Fiscal Services, Athletics and the High School to provide guidance. It is a work in progress and it is expected to evolve with time as we begin use of the fields. He asked the Board to look it over and let him know if they had any suggestions for changes.
- Mrs. Faulenbach said she appreciated the collaboration. As a member of the Turf Field Committee, she is very glad to see the Board taking a proactive approach to the fields' management.
- Mrs. McInerney said she thought it was a great working document and was very glad to see the thought that went into it as the fields are very expensive and need to be protected. She noted the use of individual email addresses in the manual and suggested generic addresses be created instead that are not tied to individual employees. Mr. Smith said that was a good suggestion and the district has already begun that process with some departments.
- Mr. Lawson noted the fee schedule and asked how the collection would be handled. Mr. Smith said that is being set up now. The fees will be collected by Facilities as they are now with other usage requests. They will be coded for field use and will be transferred periodically to the Town into some type of Turf Field

**B. Turf Field Administration and Facility Use Manual**



**New Milford Board of Education  
 Special Meeting Minutes  
 June 22, 2016  
 Sarah Noble Intermediate School – Library Media Center**

	<p>Reserve account.</p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said she was glad to see discussion of a separate account through the Town for fields as that is preferable.</li> <li>• Mr. Smith said regarding the fees for usage of the lights, that money will stay with the Board of Education to be paid towards that bill.</li> </ul>	
<b>5.</b>	<p><b>Adjourn</b></p> <p>Mr. Coppola moved to adjourn the meeting at 7:29 p.m., seconded by Mrs. McInerney and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 7:29 p.m.</b></p>

Respectfully submitted:



Wendy Faulenbach  
 Secretary

New Milford Board of Education

**New Milford Board of Education  
Special Meeting Minutes  
August 8, 2016  
Lillis Administration Building – Board Room**

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Dave Littlefield Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm	
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NEW MILFORD, CT

Also Present:	Mr. Joshua Smith, Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Attorney William Connon, Pullman & Comley LLC
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1.	<b>Call to Order</b>  <b>A. Pledge of Allegiance</b>  The special meeting of the New Milford Board of Education was called to order at 5:15 p.m. by Mr. Lawson. The Pledge of Allegiance and a moment of silence immediately followed the call to order.	<b>Call to Order</b>  <b>A. Pledge of Allegiance</b>
2.	<b>Public Comment</b>  <ul style="list-style-type: none"> <li>• There was none.</li> </ul>	<b>Public Comment</b>
3.	<b>Discussion and Possible Action</b>  <b>A. Pending state court litigation re: BOE’s application to vacate teacher work day grievance arbitration award</b>  Mr. Coppola made a motion that the New Milford Board of Education go into Executive Session to discuss pending state court litigation re: the BOE’s application to vacate the teacher work day grievance arbitration award and invite into the session Superintendent Smith and Attorney Connon.	<b>Discussion and Possible Action</b>  <b>A. Pending state court litigation re: BOE’s application to vacate teacher work day grievance arbitration award</b>  <b>Motion made, amended, and passed unanimously that the New Milford Board of Education go into Executive Session to discuss pending state court litigation re: the BOE’s application to vacate the</b>

	<p>Seconded by Mr. Littlefield.</p> <p>Mrs. Chastain asked that the motion be amended to also invite Ms. Baldelli into the executive session. Mr. Coppola so moved, and Mr. Littlefield seconded.</p> <p>Motion as amended passed unanimously.</p> <p>The Board, Superintendent Smith, Ms. Baldelli and Attorney Connon entered executive session at 5:19 p.m.</p> <p>Attorney Connon left executive session at 7:03 p.m. and returned to executive session at 7:38 p.m.</p> <p>Mr. Lawson, Attorney Connon, Ms. Baldelli and Superintendent Smith left executive session at 8:22 p.m. and returned to executive session at 8:31 p.m.</p> <p>The Board returned to Public Session at 8:38 p.m.</p> <p>Mr. Lawson read a statement on behalf of the Board: “The Board has been briefed concerning pending litigation with the NMEA. In the interest of resolving our differences, and in response to the proposed MOA, we will seek to explore settlement options with the Union’s representatives.”</p>	<p><b>teacher work day grievance arbitration award and invite into the session Superintendent Smith, Ms. Baldelli and Attorney Connon.</b></p>
<p><b>4.</b></p>	<p><b>Adjourn</b></p> <p>Mr. Coppola moved to adjourn the meeting at 8:39 p.m., seconded by Mrs. Faulenbach and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 8:39 p.m.</b></p>

Respectfully submitted:

Wendy Faulenbach  
Secretary  
New Milford Board of Education

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education  
Sarah Noble Intermediate School  
New Milford, Connecticut  
September 13, 2016  
\*\*As of September 9, 2016

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

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| <p>1. <b>Ms. Lauren Biatowas</b>, English Teacher, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Ms. Lauren Biatowas</b> as an English Teacher at Schaghticoke Middle School effective July 14, 2016.</p>                | Took position elsewhere    |
| <p>2. <b>Mrs. Dawn Blocker</b>, Special Education Teacher, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Mrs. Dawn Blocker</b> as a Special Education Teacher at Schaghticoke Middle School effective July 25, 2016.</p> | Took position out of state |
| <p>3. <b>Mrs. Dawn Delpha</b>, Elementary Teacher, Sarah Noble Intermediate School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Mrs. Dawn Delpha</b> as an Elementary Teacher at Sarah Noble Intermediate School effective June 30, 2016.</p>      | Personal reasons           |
| <p>4. <b>Ms. Brooke Doyon</b>, Special Education Teacher, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Ms. Brooke Doyon</b> as a Special Education Teacher at Schaghticoke Middle School effective August 4, 2016.</p>  | Moved out of state         |
| <p>5. <b>Mr. Richard Felten</b>, Science Teacher, New Milford High School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Mr. Richard Felten</b> as a Science Teacher at New Milford High School effective June 30, 2016.</p>                         | Took position elsewhere    |
| <p>6. <b>Ms. Ashley Gomes</b>, English Teacher, New Milford High School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Ms. Ashley Gomes</b> as an English Teacher at New Milford High School effective July 18, 2016.</p>                            | Took position elsewhere    |

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| <p>7. <b>Mr. David Hawthorne</b>, Special Education Teacher, Litchfield Hills Transition Center<br/><u>Move</u> that the Board of Education approve the resignation of <b>Mr. David Hawthorne</b> as a Special Education Teacher at Litchfield Hills Transition Center effective August 17, 2016.</p>                                                            | Took position elsewhere |
| <p>8. <b>Ms. Caitlyn McKeown</b>, School Social Worker, Hill and Plain School and Northville Elementary School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Ms. Caitlyn McKeown</b> as a School Social Worker at Hill and Plain School and Northville Elementary School effective July 18, 2016.</p>                                | Took position elsewhere |
| <p>9. <b>Mrs. Carol Kelley</b>, Art Teacher, New Milford High School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Mrs. Carol Kelley</b> as an Art Teacher at New Milford High School effective August 25, 2016.</p>                                                                                                                 | Moved out of state      |
| <p>10. <b>Mrs. Debra Ocain</b>, English Teacher, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Mrs. Debra Ocain</b> as an English Teacher at Schaghticoke Middle School effective June 20, 2016.</p>                                                                                                      | Personal reasons        |
| <p>11. <b>Mrs. JoAnn Opulski</b>, Family &amp; Consumer Science (Practical Arts) Teacher, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education approve the resignation, due to retirement, of <b>Mrs. JoAnn Opulski</b> as a Family &amp; Consumer Science (Practical Arts) Teacher at Schaghticoke Middle School effective June 30, 2016.</p> | Retirement              |
| <p>12. <b>Ms. Shannon Panetta</b>, Special Education Teacher, Northville Elementary School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Ms. Shannon Panetta</b> as a Special Education Teacher at Northville Elementary School effective August 4, 2016.</p>                                                                        | Took position elsewhere |
| <p>13. <b>Mrs. Sarah Peters</b>, Library Media Specialist, Sarah Noble Intermediate School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Mrs. Sarah Peters</b> as a Library Media Specialist at Sarah Noble Intermediate School effective July 18, 2016.</p>                                                                         | Took position elsewhere |

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| <p><b>14. Mrs. Robin Renner, Science Teacher, Schaghticoke Middle School</b><br/><u>Move</u> that the Board of Education approve the resignation of <b>Mrs. Robin Renner</b> as a Science Teacher at Schaghticoke Middle School effective July 5, 2016.</p>                                           | Took position elsewhere |
| <p><b>15. Ms. Cali Scott, Speech Language Pathologist, Northville Elementary School</b><br/><u>Move</u> that the Board of Education approve the resignation of <b>Ms. Cali Scott</b> as a Speech Language Pathologist at Northville Elementary School effective August 23, 2016.</p>                  | Took position elsewhere |
| <p><b>16. Mr. Wayne Thrall, Physical Education Teacher, New Milford High School</b><br/><u>Move</u> that the Board of Education approve the resignation of <b>Mr. Wayne Thrall</b> as a Physical Education Teacher at New Milford High School effective September 28, 2016.</p>                       | Took position elsewhere |
| <p><b>17. Mr. James Tong, Math Teacher, New Milford High School</b><br/><u>Move</u> that the Board of Education approve the resignation of <b>Mr. James Tong</b> as a Math Teacher at New Milford High School effective July 29, 2016.</p>                                                            | Took position elsewhere |
| <p><b>18. Mr. John Tutko, Spanish Teacher, Schaghticoke Middle School</b><br/><u>Move</u> that the Board of Education approve the resignation of <b>Mr. John Tutko</b> as a Spanish Teacher at Schaghticoke Middle School effective September 13, 2016.</p>                                           | Took position elsewhere |
| <p><b>19. Mrs. Ingrid VanGinderen, Speech Language Pathologist, Northville Elementary School</b><br/><u>Move</u> that the Board of Education approve the resignation of <b>Mrs. Ingrid VanGinderen</b> as a Speech Language Pathologist at Northville Elementary School effective August 1, 2016.</p> | Personal reasons        |

**b. NON-RENEWALS**

- 1. None**

**2. CERTIFIED STAFF**  
**b. APPOINTMENTS**

- 1. **Mr. Kevin Best**, Math Teacher, New Milford High School  
**Move** that the Board of Education appoint **Mr. Kevin Best** as a Math Teacher at New Milford High School effective August 25, 2016.  
2016-2017 Salary: \$92,049 (step 15J)

*Education History:*  
BS: UConn  
Major: Applied Mathematics  
MA: University of Bridgeport  
Major: Secondary Mathematics  
6<sup>th</sup> Yr.: University of Bridgeport  
Major: Educational Leadership

*Work Experience:*  
18 yrs. Danbury Schools

Replacing: L. Scoralick

- 2. **Mr. Kevin Best**, Department Chair for Math, New Milford High School  
**Move** that the Board of Education appoint **Mr. Kevin Best** as a Department Chair for Math at New Milford High School effective August 25, 2016.  
2016-2017 stipend - \$4,103

*Education History:*  
BS: UConn  
Major: Applied Mathematics  
MA: University of Bridgeport  
Major: Secondary Mathematics  
6<sup>th</sup> Yr.: University of Bridgeport  
Major: Educational Leadership

*Work Experience:*  
18 yrs. Danbury Schools

Replacing: L. Scoralick

- 3. **Ms. Amy Brazauski**, English Teacher, New Milford High School  
**Move** that the Board of Education appoint **Ms. Amy Brazauski** as an English Teacher at New Milford High School effective August 25, 2016.  
2016-2017 Salary: \$51,991 (step 1F)

*Education History:*  
BA: Quinnipiac University  
Major: English  
MA: Quinnipiac University  
Major: Teaching

*Work Experience:*  
Intern Mark Sheehan HS. Wallingford

Replacing: A. Gomes

- 4. **Mrs. Darcy Campbell**, .49 Department Chair, Special Education, Schaghticoke Middle School  
**Move** that the Board of Education appoint **Mrs. Darcy Campbell** as .49 Department Chair for Special Education at Schaghticoke Middle School effective July 1, 2016.  
2016-2017 stipend - \$4,103

*Education History:*  
BA: Springfield College  
Major: Elementary Education  
MS: American Intl. College  
Major: Special Education  
6<sup>th</sup> Year Degree: SCSU  
Major: Educational Leadership

Staff member since 2001

- 5. **Mrs. Gloria Capone**, Head Teacher for Unified Arts, Sarah Noble Intermediate School  
**Move** that the Board of Education appoint **Mrs. Gloria Capone** as Head Teacher for Unified Arts at Sarah Noble Intermediate School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*  
BA: Hartt School of Music  
Major: Music

Staff member since 2007

6. **Mrs. Deborah Clark**, .49 Department Chair for Special Education, Sarah Noble Intermediate School  
**Move** that the Board of Education appoint **Mrs. Deborah Clark** as .49 Department Chair for Special Education at Sarah Noble Intermediate School effective July 1, 2016.  
2016-2017 stipend - \$4,103

*Education History:*  
BS: SCSU  
Major: Special Education  
MS: SCSU  
Major: Special Education  
6<sup>th</sup> Yr. Degree: SCSU  
Major: Educational Leadership

Staff member since 1987
7. **Mrs. Corrine Clarke**, Head Teacher for Grade 3, Sarah Noble Intermediate School  
**Move** that the Board of Education appoint **Mrs. Corrine Clarke** as Head Teacher for Grade 3 at Sarah Noble Intermediate School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*  
BS: WCSU  
Major: Elementary Education  
MS: WCSU  
Major: Education

Staff member since 2001
8. **\*\*Mrs. Alicia Daley**, Art Teacher, New Milford High School  
**Move** that the Board of Education appoint **Mrs. Alicia Daley** as an Art Teacher at New Milford High School effective September 7, 2016.  
2016-2017 Salary: \$54,637 (step 3F)

*Education History:*  
BS: WCSU  
Major: Graphic Design  
MS: University of Bridgeport  
Major: Education

*Work Experience:*  
2 yrs. Ridgefield Schools

Replacing: C. Kelley
9. **Mrs. Jane Danish**, Head Teacher for Support Services, Sarah Noble Intermediate School  
**Move** that the Board of Education appoint **Mrs. Jane Danish** as Head Teacher for Support Services at Sarah Noble Intermediate School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*  
BA: UConn  
Major: Sociology  
MS: WCSU  
Major: School Counseling

Staff member since 2006
10. **Mrs. Sara Del Mastro**, Department Chair for Science, New Milford High School  
**Move** that the Board of Education appoint **Mrs. Sara Del Mastro** as Department Chair for Science at New Milford High School effective August 18, 2015.  
2016-2017 stipend - \$4,103

*Education History:*  
BS: Siena College (NY)  
Major: Biology  
MA: Sacred Heart College  
Major: Secondary Education  
6<sup>th</sup> Year Degree: SCSU  
Major: Educational Admin.

Staff member since 2014
11. **Dr. Kathleen DelMonico**, Department Chair for English, New Milford High School  
**Move** that the Board of Education appoint **Dr. Kathleen DelMonico** as Department Chair for English at New Milford High School effective July 1, 2016.  
2016-2017 stipend - \$4,103

*Education History:*  
BS: Sacred Heart University  
Major: English  
MS: Wesleyan University  
Major: Humanities Lit.  
MED/Ph.D.: Columbia Univ.  
Major: Administration

Staff member since 1988



**12. Mr. Joseph DiFabbio**, English Teacher, New Milford High School

**Move** that the Board of Education appoint **Mr. Joseph DiFabbio** as an English Teacher at New Milford High School effective August 25, 2016.

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

*Education History:*

BA: Manhattan College

Major: English

MS: University of Bridgeport

Major: Education/Secondary English

*Work Experience:*

Intern Wolcott High School

Replacing: D. Thompson

**13. Mrs. Amy D'Orio**, English Teacher, Schaghticoke Middle School

**Move** that the Board of Education appoint **Mrs. Amy D'Orio** as an English Teacher at Schaghticoke Middle School effective August 25, 2016.

2016-2017 Salary: \$50,775 (step 2B)

*Education History:*

BS: WCSU

Major: English/Secondary Education

*Work Experience:*

1 yr. New Fairfield ELA Teacher

1 yr. Reg. 15 SRBI Tutor

Replacing: N. Mandeville

**14. Mrs. Denise Duggan**, Department Chair for Health/Physical Education, New Milford High School

**Move** that the Board of Education appoint **Mrs. Denise Duggan** as Department Chair for Health/Physical Education at New Milford High School effective July 1, 2016.

2016-2017 stipend - \$4,103

*Education History:*

BS: WCSU

Major: Health Science

MS: SCSU

Major: Exercise Science

6<sup>th</sup> Year Degree: SCSU

Major: Educational Leadership

Staff member since 1996

**15. Mrs. Megan Ficke**, Team Leader for Grade 6, Schaghticoke Middle School

**Move** that the Board of Education appoint **Mrs. Megan Ficke** as Team Leader for Grade 6 at Schaghticoke Middle School effective July 1, 2016.

2016-2017 stipend - \$2,798

*Education History:*

BA: Marist College

Major: Psychology/Special Education

MS: WCSU

Major: Education

Staff member since 2006

**16. Mrs. Samantha Gati-Tisi**, Team Leader for Grade 6, Schaghticoke Middle School

**Move** that the Board of Education appoint **Mrs. Samantha Gati-Tisi** as Team Leader for Grade 6 at Schaghticoke Middle School effective July 1, 2016.

2016-2017 stipend - \$2,798

*Education History:*

BA: Quinnipiac University

Major: English

MS: University of Bridgeport

Major: Secondary Education

Staff member since 2011

**17. Mrs. Kimberly Ginn**, Special Education Teacher, New Milford High School

**Move** that the Board of Education appoint **Mrs. Kimberly Ginn** as a Special Education Teacher at New Milford High School effective August 25, 2016.

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

*Education History:*

BA: Mercer University

Major: English/History

MBA: Brenau University

Major: Business Administration

MPS: Manhattanville College

Major: Childhood & Special Education

*Work Experience:*

3 yrs. Paraeducator NMPS

Replacing: B. Kiernan

**18. Mrs. Marni Gross**, Speech Language Pathologist, Northville Elementary School

**Move** that the Board of Education appoint **Mrs. Marni Gross** as a Speech Language Pathologist at Northville Elementary School effective August 26, 2016.  
2016-2017 Salary: \$88,474 (step 15G)

*Education History:*

BA: SUNY New Paltz  
Major: Speech Pathology  
MS: Nova SE University  
Major: Speech Pathology

*Work Experience:*

18 yrs. New York

Replacing: I. Van Ginderen

**19. Mrs. Stacy Haleks**, Head Teacher for Grade 4, Sarah Noble Intermediate School

**Move** that the Board of Education appoint **Mrs. Stacy Haleks** as Head Teacher for Grade 4 at Sarah Noble Intermediate School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*

BS: WCSU  
Major: American Studies/Elementary Education  
MS: WCSU  
Major: Education

Staff member since 2001

**20. Mrs. Linda Hall**, Head Teacher for ELA (English/Language Arts), Schaghticoke Middle School

**Move** that the Board of Education appoint **Mrs. Linda Hall** as Head Teacher for ELA (English/Language Arts) at Schaghticoke Middle School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*

BS: Lesley College  
Major: Elementary Education  
MS: CCSU  
Major: Special Education

Staff member since 1994

**21. Mrs. Sarah Elizabeth Herring**, Head Teacher for Special Education, Sarah Noble Intermediate School

**Move** that the Board of Education appoint **Mrs. Sarah Elizabeth Herring** as Head Teacher for Special Education at Sarah Noble Intermediate School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*

BS: St. Bonaventure Univ.  
Major: Elem. Ed/Special Ed

Staff member since 2004

**22. Mr. Robert Hibbard**, Head Teacher for Unified Arts, Schaghticoke Middle School

**Move** that the Board of Education appoint **Mr. Robert Hibbard** as Head Teacher for Unified Arts at Schaghticoke Middle School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*

BA: WCSU  
Major: Business  
MS: CCSU  
Major: Physical Education

Staff member since 1999

**23. Mrs. Robyn Hicks**, Head Teacher for English, Schaghticoke Middle School

**Move** that the Board of Education appoint **Mrs. Robyn Hicks** as Head Teacher for English at Schaghticoke Middle School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*

BA/MS: Long Island Univ.  
Major: English

Staff member since 1999

**24. Mr. Gregory Holmes**, Department Chair for Social Studies,  
New Milford High School

Move that the Board of Education appoint **Mr. Gregory Holmes** as Department Chair for Social Studies at New Milford High School effective July 1, 2016.  
2016-2017 stipend - \$4,103

*Education History:*  
BA: Univ. of Rhode Island  
Major: Secondary Ed/Social Studies  
MS: WCSU  
Major: History  
6<sup>th</sup> Yr.: Univ. of Bridgeport  
Major: Educational Leadership

Staff member since 1985

**25. Ms. Karen Hores**, District-wide Psychological Services Co-Coordinator,

Move that the Board of Education appoint **Ms. Karen Hores** as District-wide Psychological Services Co-Coordinator effective July 1, 2016.  
2016-2017 stipend - \$2,278.50 (50% of \$4,557)

*Education History:*  
BA: SCSU  
Major: Social Welfare  
MS: SCSU  
Major: School Psychology  
6<sup>th</sup> Yr.: SCSU  
Major: School Psychology

Staff member since 1977

**26. Mrs. Lauren Iverson**, Department Chair for World Languages, New Milford High School

Move that the Board of Education appoint **Mrs. Lauren Iverson** as Department Chair for World Languages at New Milford High School effective July 1, 2016.  
2016-2017 stipend - \$4,103

*Education History:*  
BA: Quinnipiac University  
Major: Spanish  
MA: Quinnipiac University  
Major: Secondary Education  
6<sup>th</sup> Yr.: Quinnipiac University  
Major: Educational Leadership

Staff member since 2005

**27. Mrs. Meredith Jaskolka**, Reading/Math Interventionist,  
Northville Elementary School

Move that the Board of Education appoint **Mrs. Meredith Jaskolka** as Reading/Math Interventionist, Northville Elementary School effective July 1, 2016.  
2016-2017 Salary: \$75,515 (step 12F)

*Education History:*  
BS: WCSU  
Major: Elementary Education  
MS: WCSU  
Major: School Counseling

*Work Experience:*  
15 yrs. Brookfield Schools

Replacing: J. Marino

**28. Mrs. Michelle Klee**, Head Teacher for Grade 5, Sarah Noble Intermediate School

Move that the Board of Education appoint **Mrs. Michelle Klee** as Head Teacher for Grade 5 at Sarah Noble Intermediate School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*  
BS: SCSU  
Major: Elementary Education  
BA: SCSU  
Major: Psychology  
MS: WCSU  
Major: Education

Staff member since 2005

**29. Mrs. Jessica Knowlen**, Special Education Teacher,  
Northville Elementary School

Move that the Board of Education appoint **Mrs. Jessica Knowlen** as a Special Education Teacher at Northville Elementary School effective August 25, 2016.  
2016-2017 salary: \$62,707 (Step 8F)

*Education History:*  
BS: University of Hartford  
Major: Elementary/Special Education  
MS: CCSU  
Major: Reading/Language Arts K-12

*Work Experience:*  
7yrs. Waterbury Schools

Replacing: S. Panetta

- 30. Mrs. Kim Lail**, Special Education Teacher, Schaghticoke Middle School  
**Move** that the Board of Education appoint **Mrs. Kim Lail** as a Special Education Teacher at Schaghticoke Middle School effective approximately September 19, 2016.  
2016-2017 salary: \$79,866 (Step 13G)
- 31. Ms. Leah Lalama**, Math Teacher, New Milford High School  
**Move** that the Board of Education appoint **Ms. Leah Lalama** as a Math Teacher at New Milford High School effective August 25, 2016.  
2016-2017 salary: \$49,525 (Step 1B)
- 32. Mrs. Danette Lambiase**, Head Teacher for Guidance, New Milford High School  
**Move** that the Board of Education appoint **Mrs. Danette Lambiase** as Head Teacher for Guidance at New Milford High School effective July 1, 2016.  
2016-2017 stipend - \$2,236
- 33. Mrs. Barbara Longobardi**, Part time (.20) Special Education Teacher, Faith Academy  
**Move** that the Board of Education appoint **Mrs. Barbara Longobardi** as a Part time (.20) Special Education Teacher at Faith Academy effective August 25, 2016.  
2016-2017 Salary: \$17,557 (step 15F) (20% of \$87,786)
- 34. Mr. James Martin**, Team Leader for Grade 7, Schaghticoke Middle School  
**Move** that the Board of Education appoint **Mr. James Martin** as Team Leader for Grade 7 at Schaghticoke Middle School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*  
BSW: College of St. Benedict  
Major: Social Work  
MSW: State University of Florida  
Major: Clinical Social Work

*Work Experience:*  
11 yrs. Florida  
1yrs. Bethel Schools

Replacing: D. Blocker

*Education History:*  
BS: WCSU  
Major: Secondary Education Math

*Work Experience:*  
Student Teacher NMHS

Replacing: J. Tong

*Education History:*  
BS: UConn  
Major: Rehab Services  
MS: WCSU  
Major: Community Counseling & Certification in School Counseling

Staff member since 1998

*Education History:*  
BA: Long Island University  
Major: Speech & Language  
MS: NYU, Polytechnic Inst.  
Major: Special Education

*Work Experience:*  
31 yrs. New Fairfield Schools

Replace: A. Silva

*Education History:*  
BS: Montclair State University  
Major: Biology

Staff member since 2000

**35. Ms. Jennifer Merriam**, Special Education Teacher, New Milford High School

**Move** that the Board of Education appoint **Ms. Jennifer Merriam** as a Special Education Teacher at New Milford High School effective August 25, 2016.

2016-2017 Salary: \$81,866 (step 14F)

*Education History:*

BS: St. Joseph College  
Major: Accounting  
MS: St. Joseph College  
Major: Special Education

*Work Experience:*

12 yrs. Canton Schools  
1 yr. Maine

Replace: T. Backer

**36. Mrs. Heather Morin**, Team Leader for Grade 8, Schaghticoke Middle School

**Move** that the Board of Education appoint **Mrs. Heather Morin** as Team Leader for Grade 8 at Schaghticoke Middle School effective July 1, 2016.

2016-2017 stipend - \$2,798

*Education History:*

BS: CCSU  
Major: Elementary Education  
MS: SCSU  
Major: Special Education

Staff member since 1999

**37. Mrs. Barbara Morris**, Family & Consumer Science (Practical Arts) Teacher, Schaghticoke Middle School

**Move** that the Board of Education appoint **Mrs. Barbara Morris** as Family & Consumer Science (Practical Arts) Teacher at Schaghticoke Middle School effective August 25, 2016.

2016-2017 salary: \$87,786 (Step 15F)

*Education History:*

BS: Baldwin-Wallace College  
Major: Home Economics  
MA: Wesleyan University  
Major: Liberal Arts  
MA: St. Joseph College  
Major: Early Childhood/Special Education

*Work Experience:*

15 yrs. Wallingford Schools  
6 yrs. Bristol Schools  
10 yrs. Torrington Schools

Replacing: J. Opulski

**38. Mrs. Tracy Nevins**, Team Leader for Grade 7, Schaghticoke Middle School

**Move** that the Board of Education appoint **Mrs. Tracy Nevins** as Team Leader for Grade 7 at Schaghticoke Middle School effective July 1, 2016.

2016-2017 stipend - \$2,798

*Education History:*

BA: Hunter College  
Major: English Language Arts/Elem. Education  
MS: Hunter College  
Major: Science Education

Staff member since 1996

**39. Mrs. Lynn Nissenbaum**, District-wide Psychological Services Co-Coordinator

**Move** that the Board of Education appoint **Mrs. Lynn Nissenbaum** as District-wide Psychological Services Co-Coordinator effective July 1, 2016.

2016-2017 stipend - \$2,278.50 (50% of \$4,557)

*Education History:*

BA: SCSU  
Major: Psychology  
MS: SCSU  
Major: School Psychology  
6<sup>th</sup> Yr.: SCSU  
Major: School Psychology

Staff member since 2012

**40. Mrs. Tracy Olmsted**, Head Teacher for Social Studies, Schaghticoke Middle School  
Move that the Board of Education appoint **Mrs. Tracy Olmsted** as Head Teacher for Social Studies at Schaghticoke Middle School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*  
BA: College of Charleston  
Major: Political Science  
MS: University of Bridgeport  
Major: Education

Staff member since 2011

**41. Ms. Laura O'Reilly**, Spanish Teacher, Schaghticoke Middle School  
Move that the Board of Education appoint **Ms. Laura O'Reilly** as a Spanish Teacher at Schaghticoke Middle School effective approximately September 12, 2016.  
2016-2017 Salary: \$54,637 (step 3F)

*Education History:*  
BA: WCSU  
Major: Spanish  
MA: CCSU  
Major: Teaching

*Work Experience:*  
1 yr. Wintergreen Magnet School  
1 yr. Americorp

Replacing: J. Tutko

**42. Mrs. Susan Partelow**, Head Teacher for World Languages, Schaghticoke Middle School  
Move that the Board of Education appoint **Mrs. Susan Partelow** as Head Teacher for World Languages at Schaghticoke Middle School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*  
BS: CCSU  
Major: French  
MS: CCSU  
Major: Curriculum & Supervision

Staff member since 1979

**43. Mrs. Kimberly Patella**, Team Leader for Grade 6, Schaghticoke Middle School  
Move that the Board of Education appoint **Mrs. Kim Patella** as Team Leader for Grade 6 at Schaghticoke Middle School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*  
BS: WCSU  
Major: Elementary Education/Psychology  
MS: University of New England  
Major: Education  
6<sup>th</sup> Yr.: University of New England  
Major: Adv. Educational Leadership

Staff member since 2000

**44. Mrs. Jill Ross**, Head Teacher for Math, Schaghticoke Middle School  
Move that the Board of Education appoint **Mrs. Jill Ross** as Head Teacher for Math at Schaghticoke Middle School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*  
BS: University of Florida  
Major: Accounting  
ARC Program: Wesleyan University  
Major: Elementary Education  
MS: WCSU  
Major: Instructional Technology

Staff member since 1995

**45. Mrs. Carolyn Saitta**, Elementary Teacher, Northville Elementary School  
Move that the Board of Education appoint **Mrs. Carolyn Saitta** as an Elementary Teacher at Northville Elementary School effective August 25, 2016.  
2016-2017 Salary: \$87,786 (step 15F)

*Education History:*  
BS: Sacred Heart University  
Major: Business Administration  
MA: Sacred Heart University  
Major: Elementary Education

*Work Experience:*  
17 yrs. Stratford Schools

Replacing: D. Strever

- 46. Mrs. Giovanna Scala**, Part time (.50) School Counselor, Schaghticoke Middle School  
**Move** that the Board of Education appoint **Mrs. Giovanna Scala** as Part time (.50) School Counselor at Schaghticoke Middle School effective August 25, 2016.  
2016-2017 Salary: \$52,987 (step 1I), pro-rated to 50%

*Education History:*  
BA: WCSU  
Major: Psychology  
MA: Fairfield University  
Major: School Counseling

*Work Experience:*  
4 months LT Sub Watertown  
Practicum New Milford HS

Replacing: L. Tarsa

- 47. Ms. Caitlin Schneider**, Special Education Teacher, New Milford High School  
**Move** that the Board of Education appoint **Ms. Caitlin Schneider**, as a Special Education Teacher at New Milford High School effective August 25, 2016.  
2016-2017 Salary: \$54,637 (step 3F)

*Education History:*  
BA: Massachusetts Coll. of Liberal Arts  
Major: History  
MS: Manhattanville College  
Major: Education

2 yrs. Our Lady of Fatima School

Replacing: D. Labela

- 48. Mr. Patrick Smith**, Team Leader for Grade 7 Schaghticoke Middle School  
**Move** that the Board of Education appoint **Mr. Patrick Smith** as Team Leader for Grade 7 at Schaghticoke Middle School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*  
BA: SCSU  
Major: History

Staff member since 1990

- 49. Mrs. Keli Solomon**, Team Leader for Grade 8, Schaghticoke Middle School  
**Move** that the Board of Education appoint **Mrs. Keli Solomon** as Team Leader for Grade 8 at Schaghticoke Middle School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*  
BA: WCSU  
Major: Communication & Theatre Arts  
MA: WCSU  
Major: History

Staff member since 1994

- 50. Mrs. Laurie St. Germain**, Remedial Reading Teacher, Schaghticoke Middle School  
**Move** that the Board of Education appoint **Mrs. Laurie St. Germain** as a Remedial Reading Teacher at Schaghticoke Middle School effective August 25, 2016.  
2016-2017 Salary: \$66,453 (step 5J)

*Education History:*  
BS: SUNY New Paltz  
Major: Elementary Education  
MS: SUNY New Paltz  
Major: Special Education  
6<sup>th</sup> Yr.: SCSU  
Major: Reading

*Work Experience:*  
2 yrs. Plainfield Public Schools  
1 yr. Waterbury Public Schools  
1 yr. Ansonia Public Schools

Replacing: S. Swanson

**51. Mrs. Susan Stoughton**, Head Teacher, Science,  
Schaghticoke Middle School  
Move that the Board of Education appoint **Mrs. Susan Stoughton** as Head Teacher for Science at Schaghticoke Middle School effective July 1, 2016.  
2016-2017 stipend - \$2,798

*Education History:*  
BA: WCSU  
Major: Human Relations  
MS: SCSU  
Major: Science Education  
  
Staff member since 2000

**52. \*\*Ms. Sarah Swann**, Physical Education Teacher, New Milford High School  
Move that the Board of Education appoint **Ms. Sarah Swann** as a Physical Education Teacher at New Milford High School effective approximately October 7, 2016.  
2016-2017 Salary: \$54,637 (step 3F)

*Education History:*  
BS: ECSU  
Major: Communication (Minor in PE)  
MS: University of Bridgeport  
Major: Elementary Education  
additional graduate work for certification

*Work Experience:*  
4 yrs. Seymour HS

Replacing: W. Thrall

**53. Ms. Marnie Taylor**, Chemistry Teacher, New Milford High School  
Move that the Board of Education appoint **Ms. Marnie Taylor** as a Chemistry Teacher at New Milford High School effective August 25, 2016.  
2016-2017 Salary: \$60,383 (step 7F)

*Education History:*  
BA: Trinity College  
Major: Biology  
MA: UConn  
Major: Education

*Work Experience:*  
3 yrs. Tunxis College Chemistry TA

Replacing: R. Felten

**54. Mrs. Jennifer Titus**, Speech Services Coordinator, District Wide  
Move that the Board of Education appoint **Mrs. Jennifer Titus** as District Wide Speech Services Coordinator effective July 1, 2016.  
2016-2017 stipend - \$4,557

*Education History:*  
BA: UConn  
Major: Communication Disorders  
MS: W. Carolina University  
Major: Communication Disorders

Staff member since 2002

**55. Mrs. Angela Tufts**, Elementary Teacher, Northville Elementary School  
Move that the Board of Education appoint **Mrs. Angela Tufts** as an Elementary Teacher at Northville Elementary School effective August 25, 2016.  
2016-2017 Salary: \$60,383 (step 7F)

*Education History:*  
BS: Sacred Heart University  
Major: Psychology  
MS: Sacred Heart University  
Major: Elementary Education

*Work Experience:*  
10 yrs. Bridgeport Public Schools

Replacing: S. Main



**56. Mrs. Jenilee Valencia**, Special Education Teacher at New Milford High School  
**Move** that the Board of Education appoint **Mrs. Jenilee Valencia** as a Special Education Teacher at New Milford High School effective August 25, 2016.  
2016-2017 Salary: \$55,995 (step 4F)

*Education History:*  
BS: WCSU  
Major: Elementary Education  
MS: Fairfield University  
Major: Special Education

*Work Experience:*  
6 yrs. Stamford

Replacing: J. Mattison

**57. Ms. Sarah Wainshal**, World Languages Teacher, New Milford High School  
**Move** that the Board of Education appoint **Ms. Sarah Wainshal** as a World Languages Teacher at New Milford High School effective August 25, 2016.  
2016-2017 Salary: \$49,525 (step 1B)

*Education History:*  
BA: Bates College  
Major: French & Francophone Studies

*Work Experience:*  
Student Teaching - Maine

Replacing: V. Green

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

- 1. Mr. William Babbino**, Computer Tech I, Sarah Noble Intermediate School  
**Move** that the Board of Education approve the resignation of **Mr. William Babbino** as a Computer Tech I at Sarah Noble Intermediate School effective June 17, 2016.
- 2. Mrs. Marie Bate**, School Nurse, Sarah Noble Intermediate School and Faith Academy  
**Move** that the Board of Education approve the resignation of **Mrs. Marie Bate** as a School Nurse at Sarah Noble Intermediate School and Faith Academy effective July 1, 2016.
- 3. Mrs. Amy Belcourt**, Paraeducator, Schaghticoke Middle School  
**Move** that the Board of Education approve the resignation of **Mrs. Amy Belcourt** as a Paraeducator at Schaghticoke Middle School effective July 21, 2016.
- 4. Mrs. Marie Douglas**, Paraeducator, Sarah Noble Intermediate School  
**Move** that the Board of Education approve the resignation, due to retirement, of **Mrs. Marie Douglas** as a Paraeducator at Sarah Noble Intermediate School effective September 5, 2016.

Took position elsewhere

Took position elsewhere

Took position elsewhere

Retirement

- |                                                                                                                                                                                                                                                                                              |                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| <p>5. <b>**Mrs. Linda Durkin</b>, Bookkeeper for Accounts Payable, Central Office<br/><u>Move</u> that the Board of Education approve the resignation, due to retirement, of <b>Mrs. Linda Durkin</b> as a Bookkeeper for Accounts Payable at Central Office effective December 9, 2016.</p> | Retirement              |
| <p>6. <b>Mrs. Pamela Hall</b>, Paraeducator, Hill and Plain School<br/><u>Move</u> that the Board of Education approve the resignation, due to retirement, of <b>Mrs. Pamela Hall</b> as a Paraeducator at Hill and Plain School effective August 15, 2016.</p>                              | Retirement              |
| <p>7. <b>Ms. Kristen Hallecks</b>, Paraeducator, New Milford High School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Ms. Kristen Hallecks</b> as a Paraeducator at New Milford High School effective September 2, 2016.</p>                                    | Took position elsewhere |
| <p>8. <b>Ms. Heather Kiszka</b>, Computer Scheduler, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Ms. Heather Kiszka</b> as Computer Scheduler at Schaghticoke Middle School effective July 8, 2016.</p>                             | Took position elsewhere |
| <p>9. <b>Ms. Mallory Lee</b>, Paraeducator, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Ms. Mallory Lee</b> as a Paraeducator at Schaghticoke Middle School effective July 21, 2016.</p>                                            | Personal Reasons        |
| <p>10. <b>Mrs. Marybeth Lopez</b>, Paraeducator, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Mrs. Marybeth Lopez</b> as a Paraeducator at Schaghticoke Middle School effective July 21, 2016.</p>                                   | Took position elsewhere |
| <p>11. <b>Ms. Megan Lull</b>, Paraeducator, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Ms. Megan Lull</b> as a Paraeducator at Schaghticoke Middle School effective June 30, 2016.</p>                                             | Personal Reasons        |

- ~~12. **\*\*Mrs. Karen Metz, Paraeducator, Schaghticoke Middle School**  
Move that the Board of Education approve the resignation of **Mrs. Karen Metz** as a Paraeducator at Schaghticoke Middle School effective August 30, 2016.~~

Personal Reasons

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

1. **Mr. Evan Cassells, Pareducator, Schaghticoke Middle School**  
Move that the Board of Education appoint **Mr. Evan Cassells** as a Paraeducator at Schaghticoke Middle School effective August 29, 2016.
2. **Ms. Anastasia Damalas, Pareducator, Hill and Plain School**  
Move that the Board of Education appoint **Ms. Anastasia Damalas** as a Paraeducator at Hill and Plain School effective September 6, 2016.
3. **Ms. Carly Doherty, Tutor, Sarah Noble Intermediate School**  
Move that the Board of Education appoint **Ms. Carly Doherty** as a Tutor at Sarah Noble Intermediate School effective August 31, 2016.
4. **\*\*Ms. Katherine Fossi, Paraeducator, New Milford High School**  
Move that the Board of Education appoint **Ms. Katherine Fossi** as a Paraeducator at New Milford High School effective September 8, 2016.
5. **Mrs. Marianne Hinz, Receptionist, New Milford High School**  
Move that the Board of Education appoint **Mrs. Marianne Hinz** as a Receptionist at New Milford High School effective August 23, 2016.
6. **Mrs. Tracy Law, Secretary to Assistant Principal, Schaghticoke Middle School**  
Move that the Board of Education appoint **Mrs. Tracy Law** as a Secretary to Assistant Principal at Schaghticoke Middle School effective July 25, 2016.

\$13.04 per hour - Hire Rate  
\$13.38 per hour - Job Rate  
(after completion of probationary period)

Replacing: A. Belcourt

\$13.04 per hour - Hire Rate  
\$13.38 per hour - Job Rate  
(after completion of probationary period)

Replacing: P. Hall

*Education History:*  
BA: CCSU  
Major: Communication  
MA: University of Bridgeport  
Major: Elementary Education

\$13.04 per hour - Hire Rate  
\$13.38 per hour - Job Rate  
(after completion of probationary period)

Replacing: M. Hinz

\$16.20 per hour  
8 hours per day, School Year

Replacing: C. Barberio

\$21.76 per hour  
8 hours per day, Calendar Year

Replacing: K. Fitzsimmons

7. **Mrs. Mercedes Lopez-Morgan**, Computer Scheduler, Schaghticoke Middle School  
Move that the Board of Education appoint **Mrs. Mercedes Lopez-Morgan** as a Computer Scheduler at Schaghticoke Middle School effective August 15, 2016.

\$17.13 per hour  
8 hours per day, Calendar Year  
Replacing: H. Kiszka
8. **Ms. Stephanie MacLaren**, Tutor, Northville Elementary School  
Move that the Board of Education appoint **Ms. Stephanie MacLaren** as a Tutor at Northville Elementary School effective August 31, 2016.

*Education History:*  
BS: ECSU  
Major: Early Childhood Education  
MS: CCSU  
Major: Special Education
9. **Mrs. Adrienne Mitchell**, Tutor, Hill and Plain School  
Move that the Board of Education appoint **Mrs. Adrienne Mitchell** as a Tutor at Hill and Plain School effective August 31, 2016.

*Education History:*  
BS: University of Hartford  
Major: Elementary Education  
MS: CCSU  
Major: Elementary & Reading Literacy
10. **\*\*Ms. Michelle Mott-Saldana**, Pareducator, Hill and Plain School  
Move that the Board of Education appoint **Ms. Michelle Mott-Saldana** as a Paraeducator at Hill and Plain School effective September 8, 2016.

\$13.04 per hour - Hire Rate  
\$13.38 per hour – Job Rate  
(after completion of probationary period)  
Replacing: A. Hattar
11. **Ms. Susanne Quattro**, Computer Technician I, Northville Elementary School  
Move that the Board of Education appoint **Ms. Susanne Quattro** as a Computer Technician I at Northville Elementary School effective August 10, 2016.

\$20.52 per hour  
8 hours per day, School Year  
Replacing: W. Cianciolo
12. **Mrs. Olga Rella**, Secretary to Assistant Principal, Schaghticoke Middle School  
Move that the Board of Education appoint **Mrs. Olga Rella** as a Secretary to Assistant Principal at Schaghticoke Middle School effective August 15, 2016.

\$16.30 per hour  
8 hours per day, Calendar Year  
Replacing: J. Barillaro
13. **Mrs. Tiffany Romaniello**, Tutor, Northville Elementary School  
Move that the Board of Education appoint **Mrs. Tiffany Romaniello** as a Tutor at Northville Elementary School effective August 31, 2016.

*Education History:*  
BS: University of Vermont  
Major: Early Childhood Education  
MA: Sacred Heart University  
Major: Elementary Education

14. **Mrs. Sherri Ruffler**, Pareducator, Schaghticoke Middle School  
Move that the Board of Education appoint **Mrs. Sherri Ruffler** as a Paraeducator at Schaghticoke Middle School effective August 29, 2016.

\$13.04 per hour - Hire Rate  
\$13.38 per hour – Job Rate  
(after completion of probationary period)

Replacing: M. Lull

15. **Mrs. Amanda Silva**, Tutor, Hill and Plain School  
Move that the Board of Education appoint **Mrs. Amanda Silva** as a Tutor at Hill and Plain School effective August 31, 2016.

*Education History:*  
BS: Russell Sage College  
Major: Elementary Education  
MS: Framingham State College  
Major: Special Education

16. **Ms. Jennifer Smith**, Pareducator, Schaghticoke Middle School  
Move that the Board of Education appoint **Ms. Jennifer Smith** as a Paraeducator at Schaghticoke Middle School effective August 29, 2016.

\$13.04 per hour - Hire Rate  
\$13.38 per hour – Job Rate  
(after completion of probationary period)

Replacing: O. Rella

17. **Mrs. Betsey Thibodeau**, School Nurse, Sarah Noble Intermediate School/Faith Academy  
Move that the Board of Education appoint **Mrs. Betsey Thibodeau** as School Nurse at Sarah Noble Intermediate School/Faith Academy effective August 29, 2016.  
2016-2017 salary - \$45,583 plus \$1500 BA Degree

*Education History:*  
BW: WCSU  
Major: Nursing

*Work Experience:*  
9 yrs. New Milford Schools  
1 yr. Rumsey Hall School

Replacing; M. Bate

18. **Mrs. Mary Warren**, Pareducator, Schaghticoke Middle School  
Move that the Board of Education appoint **Mrs. Mary Warren** as a Paraeducator at Schaghticoke Middle School effective August 30, 2016.

\$13.04 per hour - Hire Rate  
\$13.38 per hour – Job Rate  
(after completion of probationary period)

Replacing: M. Lopez

19. **Mrs. Adrienne Williams**, School Nurse, Schaghticoke Middle School  
Move that the Board of Education appoint **Mrs. Adrienne Williams** as School Nurse at Schaghticoke Middle School effective August 29, 2016.  
2016-2017 salary - \$40,445 plus \$1500 BA Degree

*Education History:*  
BA: Providence College  
Major: Psychology  
St. Joseph's Hospital School of Nursing  
Major: Nursing

*Work Experience:*  
10 yrs. New Milford Hospital  
Sub Nurse, NMPS

Replacing: J. Harrison

5. **ADULT EDUCATION STAFF**

a. **RESIGNATIONS**

1. **None**

**6. ADULT EDUCATION STAFF**  
**b. APPOINTMENTS**

- 1. Mr. Michael Brennan**, HSD Mandated Teacher – Vocational Teacher, Adult Education Program  
Move that the Board of Education appoint **Mr. Michael Brennan** as an HSD Mandated Vocational Teacher for the Adult Education Program effective August 22, 2016.

Hourly rate: \$34.76  
*Education History:*  
BS: Rhode Island University  
Major: Technology Education  
  
Current employee
- 2. Mr. Jeffrey Bronn**, HSD and GED Mandated Teacher – Adult Education Program  
Move that the Board of Education appoint **Mr. Jeffrey Bronn** as an HSD and GED Mandated Teacher for the Adult Education Program effective August 22, 2016.

Hourly rate: \$34.76  
*Education History:*  
BA: WCSU  
Major: English  
MS: University of Bridgeport  
Major: Education  
  
Current employee
- 3. Mr. Rick Casagrande**, Substitute HSD Mandated Teacher, Adult Education Program  
Move that the Board of Education appoint **Mr. Rick Casagrande** as a Substitute HSD Mandated Teacher for the Adult Education Program effective August 22, 2016.

Hourly rate: \$34.76  
*Education History:*  
BA: UConn  
Major: English  
MS: Univ. of Bridgeport  
Major: Secondary English  
  
Current employee
- 4. Mr. Peter Caswell**, HSD and GED Mandated Teacher, Adult Education Program  
Move that the Board of Education appoint **Mr. Peter Caswell** as an HSD and GED Mandated Teacher for the Adult Education Program effective August 22, 2016.

Hourly rate: \$34.76  
*Education History:*  
BS: Univ. of Mass, Lowell  
Major: Meteorology  
MA: WCSU  
Major: Earth & Planetary Sciences  
  
Current employee
- 5. Mr. Greg Garner**, HSD/ESL Mandated Teacher, Adult Education Program  
Move that the Board of Education appoint **Mr. Greg Garner** as an HSD ESL Mandated Teacher for the Adult Education Program effective August 22, 2016.

Hourly rate: \$34.76  
*Education History:*  
BA: WCSU  
Major: History  
MS: Mercy College  
Major: Elementary Education  
  
Current employee
- 6. Mrs. Jennifer LaCava**, HSD Mandated Teacher – English, Adult Education Program  
Move that the Board of Education appoint **Mrs. Jennifer LaCava** as an HSD English Mandated Teacher for the Adult Education Program effective August 22, 2016.

Hourly rate: \$34.76  
*Education History:*  
BA: Muhlenberg College  
Major: English  
  
Current employee

7. **Mrs. Lynda Lozier**, Substitute ESL Mandated Teacher, Adult Education Program  
**Move** that the Board of Education appoint **Mrs. Lynda Lozier** as a Substitute ESL Mandated Teacher for the Adult Education Program effective August 22, 2016.

Hourly rate: \$34.76  
*Education History:*  
BA: Santa Clara University  
Major: English  
MS: WCSU  
Major: Education
8. **Mrs. Theresa McGuinness**, GED Mandated Teacher – Math, Adult Education Program  
**Move** that the Board of Education appoint **Mrs. Theresa McGuinness** as a GED Mandated Teacher - Math for the Adult Education Program effective August 22, 2016.

Hourly rate: \$34.76  
*Education History:*  
BS: WCSU  
Major: Elementary Education  
Current employee
9. **Mrs. Susan McWhinnie**, ESL Mandated Teacher, Adult Education Program  
**Move** that the Board of Education appoint **Mrs. Susan McWhinnie** as an ESL Mandated Teacher for the Adult Education Program effective August 22, 2016.

Hourly rate: \$34.76  
*Education History:*  
BS: WCSU  
Major: Education  
MA: Fairfield University  
Major: Teaching
10. **Mr. Joseph Neff**, ESL and HSD Mandated Teacher - Guidance Counselor, Adult Education Program  
**Move** that the Board of Education appoint **Mr. Joseph Neff** as an ESL and HSD Mandated Teacher – Guidance Counselor for the Adult Education Program effective August 22, 2016.

Hourly rate: \$34.76  
*Education History:*  
BS: E. Kentucky University  
Major: Industrial Arts  
MS: WCSU  
Major: School Counseling  
Current employee
11. **Mr. Justin Ongley**, HSD Mandated Teacher – English, Adult Education Program  
**Move** that the Board of Education appoint **Mr. Justin Ongley** as an HSD Mandated Teacher – English for the Adult Education Program effective August 22, 2016.

Hourly rate: \$34.76  
*Education History:*  
BA: University of NH  
Major: English  
MA: Sacred Heart University  
Major: Education  
Current employee
12. **Mrs. Stephanie Pilla**, ESL Mandated Teacher, Adult Education Program  
**Move** that the Board of Education appoint **Mrs. Stephanie Pilla** as an ESL Mandated Teacher for the Adult Education Program effective August 22, 2016.

Hourly rate: \$34.76  
*Education History:*  
BA: Sacred Heart University  
Major: English  
MA: Sacred Heart University  
Major: Elementary Education
13. **Mrs. Julie Pokrinchak**, HSD Mandated Teacher/Substitute, Adult Education Program  
**Move** that the Board of Education appoint **Mrs. Julie Pokrinchak** as an HSD Mandated Teacher/Substitute for the Adult Education Program effective August 22, 2016.

Hourly rate: \$34.76  
*Education History:*  
BS: WCSU  
Major: English & Secondary Education  
MS: Sacred Heart University  
Major: Education

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| <p><b>14. Mrs. Elizabeth Reilly, HSD Mandated Teacher – Social Studies, Adult Education Program</b><br/><b><u>Move</u></b> that the Board of Education appoint <b>Mrs. Elizabeth Reilly</b> as an HSD Mandated Teacher – Social Studies for the Adult Education Program effective August 22, 2016.</p> | <p>Hourly rate: \$34.76</p> <p><i>Education History:</i><br/>BA: University of Maryland<br/>Major: Government &amp; Politics<br/>MA: University of Bridgeport<br/>Major: Secondary Education/History</p> <p>Current employee</p> |
| <p><b>15. Mrs. Susan Swanson, ESL/HSD Mandated Teacher, Adult Education Program</b><br/><b><u>Move</u></b> that the Board of Education appoint <b>Mrs. Susan Swanson</b> as an ESL/HSD Mandated Teacher for the Adult Education Program effective August 22, 2016.</p>                                 | <p>Hourly rate: \$34.76</p> <p><i>Education History:</i><br/>BA: SUNY/Binghamton<br/>Major: English<br/>MS: SCSU<br/>Major: Reading</p> <p>Current employee</p>                                                                  |
| <p><b>7. BAND STAFF</b><br/><b>a. RESIGNATIONS</b><br/>1. None</p>                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                  |
| <p><b>8. BAND STAFF</b><br/><b>b. APPOINTMENTS</b></p>                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                  |
| <p>1. <b>Mr. Robert Carlucci, Marching Band Drumline Assistant, New Milford High School</b><br/><b><u>Move</u></b> that the Board of Education appoint <b>Mr. Robert Carlucci</b> as Marching Band Drumline Assistant at New Milford High School effective August 15, 2016.</p>                        | <p>2016-2017 Stipend: \$1419</p>                                                                                                                                                                                                 |
| <p>2. <b>Mr. David Paradis, Marching Band Pit Instructor/Arranger, New Milford High School</b><br/><b><u>Move</u></b> that the Board of Education appoint <b>Mr. David Paradis</b> as Marching Band Pit Instructor/Arranger at New Milford High School effective August 15, 2016.</p>                  | <p>2016-2017 Stipend: \$1419</p>                                                                                                                                                                                                 |
| <p>3. <b>Mr. Tim Pearson, Marching Band Drumline Caption Head, New Milford High School</b><br/><b><u>Move</u></b> that the Board of Education appoint <b>Mr. Tim Pearson</b> as Marching Band Drumline Caption Head at New Milford High School effective August 15, 2016.</p>                          | <p>2016-2017 Stipend: \$1419</p>                                                                                                                                                                                                 |
| <p>4. <b>Mrs. Heather Syzmanski, Marching Band Volunteer, New Milford High School</b><br/><b><u>Move</u></b> that the Board of Education appoint <b>Mrs. Heather Syzmanski</b> as Marching Band Volunteer at New Milford High School effective August 15, 2016.</p>                                    | <p>Volunteer</p>                                                                                                                                                                                                                 |



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| <p>5. <b>Ms. Breanna Vanak</b>, Marching Band Volunteer, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Breanna Vanak</b> as Marching Band Volunteer at New Milford High School effective August 16, 2016.</p>                                             | Volunteer                                      |
| <p><b>9. COACHING STAFF</b></p> <p><b>a. RESIGNATIONS</b></p>                                                                                                                                                                                                                                  |                                                |
| <p>1. <b>**Ms. Deirdre Burke</b>, Unified Soccer Coach, New Milford High School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Ms. Deirdre Burke</b> as Unified Soccer Coach at New Milford High School effective April 27, 2016.</p>                               | Personal Reasons                               |
| <p>2. <b>Ms. Linda Cervone</b>, Freshman Girls' Volleyball Coach, New Milford High School<br/><u>Move</u> that the Board of Education approve the resignation of <b>Ms. Linda Cervone</b> as Freshman Girls' Volleyball Coach at New Milford High School effective June 22, 2016.</p>          | Personal Reasons                               |
| <p><b>10. COACHING STAFF</b></p> <p><b>b. APPOINTMENTS</b></p>                                                                                                                                                                                                                                 |                                                |
| <p>1. <b>Mr. Chris Bacich</b>, Boys' Varsity Cross Country Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Chris Bacich</b> as Boys' Varsity Cross Country Coach at New Milford High School effective August 25, 2016.</p>                           | 2016-2017 Stipend: \$3,400                     |
| <p>2. <b>Mr. Larry Badaracco</b>, Boys' Varsity Football Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Larry Badaracco</b> as Boys' Varsity Football Coach at New Milford High School effective August 19, 2016.</p>                               | 2016-2017 Stipend: \$5,822<br>Current employee |
| <p>3. <b>Dr. Peter Bayers</b>, Volunteer Boys' Soccer Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Dr. Peter Bayers</b> as Volunteer Boys' Soccer Coach at New Milford High School effective August 25, 2016, pending receipt of coaching permit.</p> | Volunteer                                      |

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| <p>4. <b>**Ms. Tricia Blood</b>, Girls' Interscholastic Field Hockey Coach Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Tricia Blood</b> as Girls' Interscholastic Field Hockey Coach at Schaghticoke Middle School effective September 1, 2016.</p> | <p>2016-2017 Stipend: \$1,895<br/>Current employee</p> |
| <p>5. <b>**Ms. Tricia Blood</b>, Girls' Intramural Field Hockey Coach Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Tricia Blood</b> as Girls' Intramural Field Hockey Coach at Schaghticoke Middle School effective September 1, 2016.</p>           | <p>2016-2017 Stipend: \$947<br/>Current employee</p>   |
| <p>6. <b>**Mrs. Daniella Brooks</b>, Grade 4 Fall Fitness Coach, Sarah Noble Intermediate School<br/><u>Move</u> that the Board of Education appoint <b>Mrs. Daniella Brooks</b> as Grade 4 Fall Fitness Coach at Sarah Noble Intermediate School effective September 14, 2016.</p>           | <p>2016-2017 Stipend: \$1,895<br/>Current employee</p> |
| <p>7. <b>Ms. Amie Bush</b>, Varsity Dance Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Amie Bush</b> as Varsity Dance Coach at New Milford High School effective August 25, 2016.</p>                                                            | <p>2016-2017 Stipend: \$1,419</p>                      |
| <p>8. <b>Mrs. Cheryl Caridad</b>, Girls' Varsity Swimming Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mrs. Cheryl Caridad</b> as Girls' Varsity Swimming Coach at New Milford High School effective August 25, 2016.</p>                            | <p>2016-2017 Stipend: \$4,315</p>                      |
| <p>9. <b>**Mr. Emmett Cole</b>, Grade 3 Fall Fitness Coach, Sarah Noble Intermediate School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Emmett Cole</b> as Grade 3 Fall Fitness Coach at Sarah Noble Intermediate School effective September 14, 2016.</p>                     | <p>2016-2017 Stipend: \$1,895<br/>Current employee</p> |
| <p>10. <b>Ms. Cindy Dubret</b>, Varsity Cheerleading Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Cindy Dubret</b> as Varsity Cheerleading Coach at New Milford High School effective August 25, 2016.</p>                                       | <p>2016-2017 Stipend: \$3,439<br/>Current employee</p> |

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| <p><b>11. Mr. Tom Ferrell</b>, Boys' Assistant Football Coach, New Milford High School<br/><b><u>Move</u></b> that the Board of Education appoint <b>Mr. Tom Ferrell</b> as Boys' Assistant Football Coach at New Milford High School effective August 19, 2016.</p>                                           | <p>2016-2017 Stipend: \$3,785<br/>Current employee</p>               |
| <p><b>12. Mr. Terry Flynn</b>, Boys' Assistant Football Coach, New Milford High School<br/><b><u>Move</u></b> that the Board of Education appoint <b>Mr. Terry Flynn</b> as Boys' Assistant Football Coach at New Milford High School effective August 19, 2016.</p>                                           | <p>2016-2017 Stipend: \$1,892.50<br/>(split stipend with Rigdon)</p> |
| <p><b>13. **Mr. Mark Grant</b>, Unified Soccer Coach, New Milford High School<br/><b><u>Move</u></b> that the Board of Education appoint <b>Mr. Mark Grant</b> as Unified Soccer Coach at New Milford High School effective September 14, 2016.</p>                                                            | <p>2016-2017 Stipend: \$947<br/>Current employee</p>                 |
| <p><b>14. Ms. Suzanne Grant</b>, Volunteer Girls' Freshman Soccer Coach, New Milford High School<br/><b><u>Move</u></b> that the Board of Education appoint <b>Ms. Suzanne Grant</b> as Volunteer Girls' Freshman Soccer Coach at New Milford High School effective August 25, 2016.</p>                       | <p>Volunteer</p>                                                     |
| <p><b>15. Mr. Mark Grello</b>, Girls' Assistant Swimming Coach, New Milford High School<br/><b><u>Move</u></b> that the Board of Education appoint <b>Mr. Mark Grello</b> as Girls' Assistant Swimming Coach at New Milford High School effective August 25, 2016.</p>                                         | <p>2016-2017 Stipend: \$2,805</p>                                    |
| <p><b>16. **Mr. Rob Hibbard</b>, Grade 7 &amp; 8 Intramural Flag Football Coach, Schaghticoke Middle School<br/><b><u>Move</u></b> that the Board of Education appoint <b>Mr. Rob Hibbard</b> as Grade 7 &amp; 8 Intramural Flag Football Coach at Schaghticoke Middle School effective September 1, 2016.</p> | <p>2016-2017 Stipend: \$947<br/>Current employee</p>                 |
| <p><b>17. **Mr. Rob Hibbard</b>, Grade 7 &amp; 8 Co-Ed Intramural Soccer Coach, Schaghticoke Middle School<br/><b><u>Move</u></b> that the Board of Education appoint <b>Mr. Rob Hibbard</b> as Grade 7 &amp; 8 Co-Ed Intramural Soccer Coach at Schaghticoke Middle School effective September 1, 2016.</p>   | <p>2016-2017 Stipend: \$947<br/>Current employee</p>                 |

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| <p><b>18. **Mr. Rob Hibbard</b>, Grade 6 Co-Ed Intramural Soccer Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Rob Hibbard</b> as Grade 6 Co-Ed Intramural Soccer Coach at Schaghticoke Middle School effective September 1, 2016.</p>             | <p>2016-2017 Stipend: \$947<br/>Current employee</p>   |
| <p><b>19. **Mr. Rob Hibbard</b>, Interscholastic Coordinator, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Rob Hibbard</b> as Interscholastic Coordinator at Schaghticoke Middle School effective September 1, 2016.</p>                                 | <p>2016-2017 Stipend: \$4,265<br/>Current employee</p> |
| <p><b>20. **Mr. Rob Hibbard</b>, Intramural Coordinator, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Rob Hibbard</b> as Intramural Coordinator at Schaghticoke Middle School effective September 1, 2016.</p>                                           | <p>2016-2017 Stipend: \$947<br/>Current employee</p>   |
| <p><b>21. **Mr. Scott Hoffman</b>, Co-Ed Interscholastic Cross Country Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Scott Hoffman</b> as Co-Ed Interscholastic Cross Country Coach at Schaghticoke Middle School effective September 1, 2016.</p> | <p>2016-2017 Stipend: \$1,895<br/>Current employee</p> |
| <p><b>22. Ms. Dawn Hough</b>, Girls' Varsity Field Hockey Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Dawn Hough</b> as Girls' Varsity Field Hockey Coach at New Milford High School effective August 25, 2016.</p>                                 | <p>2016-2017 Stipend: \$4,626</p>                      |
| <p><b>23. Ms. Arieta Lekaj</b>, Girls' Assistant JV Soccer Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Arieta Lekaj</b> as Girls' Assistant JV Soccer Coach at New Milford High School effective August 25, 2016.</p>                               | <p>2016-2017 Stipend: \$3,006</p>                      |
| <p><b>24. Mr. Michael Madden</b>, Volunteer Boys' Assistant Football Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Michael Madden</b> as Volunteer Boys' Assistant Football Coach at New Milford High School effective August 19, 2016.</p>           | <p>Volunteer</p>                                       |

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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| <p><b>25. Ms. Nicole Madorran</b>, Girls' Assistant Field Hockey Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Nicole Madorran</b> as Girls' Assistant Field Hockey Coach at New Milford High School effective August 25, 2016.</p>                                 | 2016-2017 Stipend: \$3,006                     |
| <p><b>26. Mr. Sean Mahon</b>, Boys' Assistant Football Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Sean Mahon</b> as Boys' Assistant Football Coach at New Milford High School effective August 19, 2016.</p>                                                     | 2016-2017 Stipend: \$3,785<br>Current employee |
| <p><b>27. Mr. Chris Mascolo</b>, Boys' Assistant Football Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Chris Mascolo</b> as Boys' Assistant Football Coach at New Milford High School effective August 19, 2016.</p>                                               | 2016-2017 Stipend: \$3,785                     |
| <p><b>28. **Mrs. Theresa McGuinness</b>, Girls' Interscholastic Cross Country Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mrs. Theresa McGuinness</b> as Girls' Interscholastic Cross Country Coach at Schaghticoke Middle School effective September 1, 2016.</p> | 2016-2017 Stipend: \$1,895<br>Current employee |
| <p><b>29. **Mr. David Mumma</b>, Co-Ed Interscholastic Soccer Coach at Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mr. David Mumma</b> as Co-Ed Interscholastic Soccer Coach at Schaghticoke Middle School effective September 1, 2016.</p>                               | 2016-2017 Stipend: \$1,895<br>Current employee |
| <p><b>30. ** Mr. David Mumma</b>, Grade 5 Fall Fitness Coach, Sarah Noble Intermediate School<br/><u>Move</u> that the Board of Education appoint <b>Mr. David Mumma</b> as Grade 5 Fall Fitness Coach at Sarah Noble Intermediate School effective September 14, 2016.</p>                                     | 2016-2017 Stipend: \$1,895<br>Current employee |
| <p><b>31. Mr. Patrick Murphy</b>, Boys' Assistant JV Soccer Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Patrick Murphy</b> as Boys' Assistant JV Soccer Coach at New Milford High School effective August 25, 2016, pending five year coaching permit.</p>        | 2016-2017 Stipend: \$3,006                     |

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|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| <p><b>32. Mr. Sean Murray</b>, Boys' Assistant Football Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Sean Murray</b> as Boys' Assistant Football Coach at New Milford High School effective August 19, 2016.</p>                                                                   | <p>2016-2017 Stipend: \$3,785<br/>Current employee</p>                                 |
| <p><b>33. Mr. Tony Nocera</b>, Girls' Varsity Volleyball Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Tony Nocera</b> as Girls' Varsity Volleyball Coach at New Milford High School effective August 25, 2016.</p>                                                                 | <p>2016-2017 Stipend: \$4,626<br/>Current employee</p>                                 |
| <p><b>34. **Mr. Tony Nocera</b>, Girls' Freshman Volleyball Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Tony Nocera</b> as Girls' Freshman Volleyball Coach at New Milford High School effective September 14, 2016.</p>                                                          | <p>2016-2017 Stipend: \$1,157<br/>(\$2,314 - split w/Saldana)<br/>Current employee</p> |
| <p><b>35. Mr. Chris O'Loughlin</b>, Volunteer Boys' Assistant Football Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Chris O'Loughlin</b> as Volunteer Boys' Assistant Football Coach at New Milford High School effective August 19, 2016, pending receipt of coaching permit.</p> | <p>Volunteer</p>                                                                       |
| <p><b>36. Mr. Ryan Rebstock</b>, Boys' Assistant Cross Country Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Ryan Rebstock</b> as Boys' Assistant Cross Country Coach at New Milford High School effective August 25, 2016.</p>                                                     | <p>2016-2017 Stipend: \$2,210<br/>Current employee</p>                                 |
| <p><b>37. Mr. Chris Rigdon</b>, Boys' Assistant Football Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Chris Rigdon</b> as Boys' Assistant Football Coach at New Milford High School effective August 19, 2016.</p>                                                                 | <p>2016-2017 Stipend: \$1,892.50<br/>(split stipend with Flynn)</p>                    |
| <p><b>38. Mr. Ethan Saldana</b>, Girls' Assistant JV Volleyball Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Ethan Saldana</b> as Girls' Assistant JV Volleyball Coach at New Milford High School effective August 25, 2016.</p>                                                   | <p>2016-2017 Stipend: \$3,006<br/>Current employee</p>                                 |

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| <p><b>39. **Mr. Ethan Saldana</b>, Girls' Freshman Volleyball Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Ethan Saldana</b> as Girls' Freshman Volleyball Coach at New Milford High School effective September 14, 2016.</p>                | <p>2016-2017 Stipend: \$1,157<br/>(\$2,314 - split w/Nocera)<br/><br/>Current employee</p> |
| <p><b>40. Mrs. Mindi Sarko</b>, Assistant JV Cheerleading Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mrs. Mindi Sarko</b> as Assistant JV Cheerleading Coach at New Milford High School effective August 25, 2016.</p>                         | <p>2016-2017 Stipend: \$2,236</p>                                                          |
| <p><b>41. Mr. Jason Stock</b>, Girls' Varsity Soccer Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Jason Stock</b> as Girls' Varsity Soccer Coach at New Milford High School effective August 25, 2016.</p>                                   | <p>2016-2017 Stipend: \$4,626</p>                                                          |
| <p><b>42. **Mr. Matt Wall</b>, Boys' Interscholastic Cross Country Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Matt Wall</b> as Boys' Interscholastic Cross Country Coach at Schaghticoke Middle School effective September 1, 2016.</p> | <p>2016-2017 Stipend: \$1,895<br/><br/>Current employee</p>                                |
| <p><b>43. **Mr. Matt Wall</b>, Grade 6 Intramural Flag Football Coach, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Matt Wall</b> as Grade 6 Intramural Flag Football Coach at Schaghticoke Middle School effective September 1, 2016.</p>       | <p>2016-2017 Stipend: \$1,895<br/><br/>Current employee</p>                                |
| <p><b>44. Mr. John Wrenn</b>, Boys' Assistant Freshman Soccer Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. John Wrenn</b> as Boys' Assistant Freshman Soccer Coach at New Milford High School effective August 25, 2016.</p>                 | <p>2016-2017 Stipend: \$2,314<br/><br/>Current employee</p>                                |
| <p><b>45. Mr. Giles Vaughan</b>, Girls' Varsity Cross Country Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Giles Vaughan</b> as Girls' Varsity Cross Country Coach at New Milford High School effective August 25, 2016.</p>                 | <p>2016-2017 Stipend: \$3,400</p>                                                          |

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|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| <p><b>46. Mr. Louis Venezia</b>, Volunteer Boys' Assistant Football Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Mr. Louis Venezia</b> as Volunteer Boys' Assistant Football Coach at New Milford High School effective August 19, 2016, pending five year coaching permit.</p> | <p>Volunteer</p>                          |
| <p><b>47. Ms. Jennifer Wyslick</b>, Girls' Assistant Field Hockey Coach, New Milford High School<br/><u>Move</u> that the Board of Education appoint <b>Ms. Jennifer Wyslick</b> as Girls' Assistant Field Hockey Coach at New Milford High School effective August 25, 2016.</p>                                        | <p>2016-2017 Stipend: \$3,006</p>         |
| <p><b>11. LEAVES OF ABSENCE</b></p>                                                                                                                                                                                                                                                                                      |                                           |
| <p><b>1. Mrs. Denise Ambrose-Arnauckas</b>, Elementary Teacher, Northville Elementary School<br/><u>Move</u> that the Board of Education approve an unpaid leave of absence for <b>Mrs. Denise Ambrose-Arnauckas</b> from August 25, 2016 through approximately September 30, 2016.</p>                                  | <p>unpaid leave of absence</p>            |
| <p><b>2. Mrs. Emily Ferraiolo</b>, Kindergarten Teacher, Northville Elementary School<br/><u>Move</u> that the Board of Education approve an unpaid leave of absence for <b>Mrs. Emily Ferraiolo</b> from August 25, 2016 through April 7, 2017.</p>                                                                     | <p>unpaid leave of absence</p>            |
| <p><b>3. Mrs. Josephine Hipp</b>, Food Services Worker, New Milford High School<br/><u>Move</u> that the Board of Education approve an unpaid leave of absence for <b>Mrs. Josephine Hipp</b> from August 31, 2016 through approximately January 2, 2017.</p>                                                            | <p>unpaid leave of absence</p>            |
| <p><b>4. Mrs. Brenda Mead</b>, Food Services Worker, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education approve an unpaid leave of absence for <b>Mrs. Brenda Mead</b> from August 31, 2016 through approximately January 2, 2017.</p>                                                               | <p>unpaid leave of absence</p>            |
| <p><del><b>5. **Mrs. Karen Metz</b>, Pareducator, Schaghticoke Middle School<br/><u>Move</u> that the Board of Education approve an unpaid leave of absence for <b>Mrs. Karen Metz</b> from August 29, 2016 through a date to be determined.</del></p>                                                                   | <p><del>unpaid leave of absence</del></p> |



6. **Mrs. Amber Scalzo**, Elementary Teacher, Sarah Noble Intermediate School  
**Move** that the Board of Education approve an unpaid leave of absence for **Mrs. Amber Scalzo** from August 25, 2016 through January 2, 2017.

unpaid leave of absence

10.

**DISCUSSION AND POSSIBLE ACTION**

**THE FOLLOWING ITEMS CAN BE FOUND ON THE  
OPERATIONS WEB PAGE UNDER SEPTEMBER 6, 2016**

- B. Monthly Reports
  - 1. Budget Position dated 8/31/16
  - 2. Purchase Resolutions: D-688, D-689, D-690
  - 3. Request for Budget Transfers
- C. Grant
  - 1. Pre-K/Kindergarten Transition Initiative Grant from the  
CT Community Foundation
- D. Tuition Rates for 2016-2017
- E. Authorization for Signatory on School District Accounts – Exhibit B
- G. New Milford High School Graduation Date 2017

**THE FOLLOWING ITEM CAN BE FOUND ON THE  
FACILITIES WEB PAGE UNDER SEPTEMBER 6, 2016**

- H. Turf Field Usage Fees



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

TO: Joshua Smith, Superintendent  
FROM: Ms. Alisha DiCorpo, Assistant Superintendent (AD)  
DATE: September 7, 2016  
RE: Textbook Approvals – Grades 11-12, 9-12

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The textbooks listed below have been on review by the Board of Education. I ask that you recommend adoption of these books by the Board at the September meeting.

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

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

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

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

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

## APPROVED FIELD TRIPS September 2016

School	Grade/Dept.	Trip Date	Day(s) of the Week	# of Students	# of Adults	Destination	Subs	Student Cost
NMHS	9-12	Sept. 17	Saturday	115	7	Brian McMahon HS: Band Competition	0	0.00
NMHS	9-12	Sept. 10	Saturday	115	7	Bethel High School: Band Competition	0	0.00
NMHS	9-12	Oct 1	Saturday	115	7	Bunnell HS: Band Competition	0	0.00
NMHS	9-12	Oct. 14	Friday	50	1	Alphenhaus Restaurant, New Milford	1	\$27.00
NMHS	9-12	Oct 15	Saturday	115	7	Norwalk HS Band Competition	0	0.00
NMHS	9-12	Oct. 17	Monday	30	2	Pomperaug HS: Math Team Competition	0	0.00
NMHS	9-12	Oct. 20	Thursday	115	7	US Bands New England Championships	1	0.00
NMHS	9-12	Oct 22	Saturday	115	6	Brookfield HS & Danbury HS: Band Competition	0	0.00
NMHS	9-12	Nov 5	Friday	50	4	CMEA Regional Auditions: Band	1	\$30.00
NMHS	12	Nov 7	Monday	44	6	Columbia Univ. Scholastic Press Fall Conference	2	\$48.00
NMHS	9-12	Dec 5	Monday	30	2	Brookfield HS : Math Team Competition	0	0.00
NMHS	9-12	Jan 13 & Jan 14	Friday & Saturday	30	4	CMEA Regional Festival	1	30.00
NMHS	9-12	Feb. 4	Saturday	20	4	CMEA All State Auditions	0	\$30.00
NMHS	9-12	March 29 - April 15, 2017	Wed-Saturday	24	2	Germany	2	1,400.00
NMHS	9-12	March 30	Thursday	10	2	CMEA All State Festival	1	\$0
SMS	7-8	May 19	Friday	150	14	Six Flags New England: Music Festival (SMS Band)	4	75.00
NMHS	9-12	May 28, 2017	Sunday	115	7	Sherman Memorial Day Parade	0	0.00
NMHS	12	June 2	Friday	350	14	Six Flags New England: Senior Class Trip	TBD	Class Dues



**NEW MILFORD PUBLIC SCHOOLS**  
**Office of the Assistant Superintendent**

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

TO: Joshua Smith, Superintendent  
FROM: Ms. Alisha DiCorpo, Assistant Superintendent (AD)  
DATE: September 7, 2016  
RE: Textbook Preview – Grades 9&10, Grade 10 and Grade 12

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

**Zaitoun** by Dave Eggers (Vintage Books) – Grades 9-10

This text is supplemental to the English I and II curriculum in that it is a literary non-fiction text. *Zeitoun* is a non-fictional story about a Syrian immigrant who is living in New Orleans during the time of Hurricane Katrina. He is falsely arrested and wrongly imprisoned for being a terrorist.

**Nectar in a Sieve** by Kamala Markandaya (New American Library) Grade 10

This book will help the English Department's efforts to incorporate more world literature throughout the curriculum. This is a story of a poor woman in India and her struggles to survive during changing times/circumstances.

**The River Between** by Ngũgĩ Wa Thiong'O (William Heineman Publishers)

This book will also help in the English department's efforts to incorporate more world literature into the curriculum. This book is set in Kenya, and is the story of clashing cultures and changing times during white settlement.

**Looking At Movies: An Introduction to Film:** By Richard Barsam & Dave Monahan  
(W.W. Norton Co.) Grade 12

This textbook is for the Literature Media Studies which examines the process of print to film. This text provides organization of film elements for film analysis. The text is engaging and is widely adopted for film analysis courses. The text provides students with terms and tools to become perceptive viewers and become more informed about the process and production of film (as text).

**Board of Education Regular Meeting Dates  
January 2016 - December 2016**  
Meetings in yellow will be posted as special.

<u>COMMITTEE</u>	<u>TIME/PLACE</u>	<u>JAN.</u>	<u>FEB.</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>J/A</u>	<u>SEPT.</u>	<u>OCT.</u>	<u>NOV.</u>	<u>DEC.</u>
Facilities	6:45-Rm.2/Lillis	N/A	2	1	5	3	7		6	4	1	6
Operations	7:30-Rm.2/Lillis	N/A	2	1	5	3	7		6	4	1	6
Board of Ed	7:30-SNIS Media Center		9	8	12	10	14*		13	18	8	13**
Board of Ed Workshop	6:30-7:20 SNIS Media Center			8		10						
Board of Ed Budget Hearings	7:00-SNIS Media Center	19 20 26 27										
Policy	6:45-Rm.2/Lillis	N/A	23	15	N/A	17	N/A		20	25	15	N/A
COL	7:30-Rm.2/Lillis	N/A	23	15	N/A	17	N/A		20	25	15	N/A
Budget Hearings: Tuesday, January 19, Wednesday, January 20 and Tuesday, January 26, 2016. Budget Adoption: Wednesday, January 27, 2016. Please keep Thursday, January 21 and 28, 2016 as possible dates for rescheduling due to weather related issues.												
*June 14, 2016 - Board Reception will begin at 6:00 p.m. at SNIS												
**December 13, 2016 - Annual Meeting will begin at 7:00 p.m.												
**December 13, 2016 - Regular Meeting will begin at 7:30 p.m.												

*Revised 9-13-16*

**New Milford Board of Education  
 Facilities Sub-Committee Special Meeting Minutes  
 September 6, 2016  
 Sarah Noble Intermediate School – Library Media Center**

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

Also Present: Mr. Joshua Smith, Superintendent  
 Ms. Alisha DiCorpo, Assistant Superintendent  
 Mr. Anthony Giovannone, Director of Fiscal Services and Operations  
 Mr. Kevin Munrett, Facilities Manager  
 Mr. Nestor Aparicio, Assistant Facilities Manager  
 Ms. Roberta Pratt, Director of Technology  
 Ms. Ellamae Baldelli, Director of Human Resources  
 Mrs. Laura Olson, Director of Pupil Personnel and Special Services  
 Mayor David Gronbach

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NEW MILFORD, CT

1.	<p><b>Call to Order</b></p> <p>The special meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:00 p.m. by Mr. Coppola who asked Mr. Lawson to lead those assembled in reciting the Pledge of Allegiance.</p>	<p><b>Call to Order</b></p>
2.	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>Mr. Coppola noted that this was a special meeting due to a change in time so the public could only speak to agenda items. He requested a three-minute limit per person.</li> <li>Mr. Michael Barnes, a New Milford resident, said he has always appreciated that the Board of Education puts priority on children first, the district second and the town last. The Board has shown diligence in researching any change in the past. He said moving from the East Street building had been considered before and not done so what has changed now? He said there are no funds in the BOE budget to cover a move so how can it happen? He wondered why there was a rush to move so quickly and said the BOE should not be forced into movement by a campaign promise.</li> </ul>	<p><b>Public Comment</b></p>

	<ul style="list-style-type: none"> <li>Mr. Stephen Looney, a New Milford resident, read a statement on behalf of his neighbor David Stalvey. Mr. Stalvey’s statement expressed a lack of understanding with the plan to move East Street inhabitants to the JPS building. He asked if it was the best use of town resources to sell the Lillis Building and would like to see analysis and plans for long term. Mr. Looney spoke on his own behalf saying he had no problem with holding on to JPS but is concerned about cost and the rush to move.</li> </ul>	
<p><b>3.</b></p> <p><b>A.</b></p>	<p><b>Discussion and Possible Action</b></p> <p><b>Overview of Summer Projects</b></p> <ul style="list-style-type: none"> <li>Mr. Coppola said a summary of summer projects had been included in the packet.</li> <li>Mr. Munrett said the overview summed up big ticket items done over the summer but does not address the minutia of every day work that the custodians and maintenance workers do. He wanted to give real credit to the staff for their thousands of hours worked. He said of the major projects the high school chiller is still to be installed at the end of the month and the SNIS catwalk steel needs painting still. The rest are complete.</li> <li>Mr. Lawson said he was very pleased that the catwalk was able to be completed before students returned to school.</li> <li>Mr. Coppola said he was glad to see needed tree work completed at East Street, a project that was added when brought to the Board’s attention.</li> </ul> <p><b>B. Lillis Building Update from Mayor’s Office</b></p> <ul style="list-style-type: none"> <li>Mr. Coppola said he, Mr. Munrett and Mr. Smith, with requested input from other Board members, had generated a list of questions for Mayor Gronbach regarding a possible move to JPS. The questions were given to the Mayor</li> </ul>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Overview of Summer Projects</b></p> <p><b>B. Lillis Building Update from Mayor’s Office</b></p>



	<p>ahead of the meeting.</p> <ul style="list-style-type: none"><li>• Mayor Gronbach said that the Town, of which the BOE is part, has an extra building in JPS and the question becomes what to do with it? He said the East Street building is antiquated and does not meet ADA or OSHA compliance regarding handicap accessibility. The Lillis building may function well as a private entity but not as a government entity. He sees JPS as an opportunity which has been endorsed by some Board members. It is more modern than East Street, one floor, large with multiple entrances and in a central location. Mayor Gronbach said he has had preliminary discussions with Mr. Smith regarding moving the Education department out to JPS in the back wing of the building. While the BOE would have a dedicated space the rest of the building could possibly be used for Adult Education, and other town agencies. He said he has requested RFPs (Requests for Proposals) from developers for East Street inviting them to tell the town what the building could be used for in its prime location.</li><li>• Regarding a timeframe, Mayor Gronbach said it is a process but he is looking at sooner rather than later and would love to see real progress made this fall. He said costs are not outrageous to restore the building to use.</li><li>• Mr. Coppola asked who would pay these costs since they are not in the BOE budget.</li><li>• Mayor Gronbach said he was not looking to use BOE funds and suggested using the proceeds from the sale of the Lillis building as a loan perhaps.</li><li>• Mrs. Chastain questioned the Mayor regarding his comment about having the endorsement of the BOE since this is the first she is hearing of it. Mayor Gronbach said he was referencing comments made during his campaign.</li><li>• Mrs. Chastain asked if listing the Lillis building wasn't illegal since the Board still had control.</li><li>• Mayor Gronbach said he had not listed the</li></ul>	
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building, only requested RFPs. He expected to ask for the transfer of the building back to the Town down the road. He said he is not hiding anything, instead he is putting together a plan that is in development.

- Mrs. Chastain said she walked through JPS today and there are flooded areas. It will require more than a couple thousand dollars to inhabit. The Mayor said he disagreed.
- Mrs. Chastain asked where the money will come from.
- Mr. Dahl said he had been an educator for 40 years and finds the idea of a community school intriguing and said the idea is not unique to New Milford. He said he is well aware with the problems with East Street regarding ADA compliance due to recent hip replacement when attending meetings became problematic since he could not use the stairs. He said the Board should look at the total picture and if JPS serves the community best then so be it. Mr. Dahl said the previous administration had recommended the set-up of a JPS Committee and asked if that ever happened.
- Mayor Gronbach said no and that he finds committees like that result oriented. He said he is not going to hide behind a committee to plan. He said there is a short timeframe with an empty building. As is, it is a liability with no plan to heat or preserve.
- Mrs. Chastain requested that the Mayor bring in experts to review JPS. The Mayor said he is in the process of doing that now and when he has a budget, he will present it.
- Mrs. Chastain asked who else is expected to share the building and the Mayor said right now the BOE, Parks and Recreation and Social Services. He is talking to others.
- Mrs. Chastain asked if they would be renters or tenants and the Mayor said not renters as they are all part of the Town.
- Mr. Coppola asked if the BOE would be responsible for upkeep of its area or more of

the building. Mayor Gronbach said the BOE is not responsible for anything outside of its area and he would work with the Board on maintenance.

- Mr. Coppola asked if the BOE would have a separate entrance and security and the Mayor said yes.
- Mr. Coppola asked if our Facilities person would be involved at ground level and the Mayor said yes it is a collaborative process.
- Mr. Lawson said he thinks the JPS building can be a wonderful community asset especially with its kitchen, gym and plentiful parking. He said there are costs to maintain the Lillis building too and it is not ADA compliant. If the move is approved, he is concerned with preserving the stained glass and murals at the Lillis building. Mayor Gronbach said their preservation is a condition of the RFP.
- Mr. Coppola said he thinks that it is important that the Mayor and Mr. Smith talk as Mr. Smith is the connection to the Board. He asked the Mayor if he was asking the Board for a design and the Mayor said he wants the Board to tell him what they want.
- Mrs. Chastain asked again where the money is coming from. The Mayor said not the BOE budget and that a reasonable budget will be financed.
- Mrs. Chastain asked the Mayor for his vision of what needs to be done to JPS before moving in. Mayor Gronbach said it needs to be cleaned up, electrical worked on, leaks fixed, boiler repaired and some partitioning of classrooms. Those are the major hurdles.
- Mrs. Chastain asked if he planned to have the parking lot repaved and he said not the first year at least. He said he is looking at renting space to non-profits which could generate income.
- Mr. Coppola suggested a project manager might be needed and the Mayor asked if one was needed when the Board moved into East

**New Milford Board of Education  
Facilities Sub-Committee Special Meeting Minutes  
September 6, 2016  
Sarah Noble Intermediate School – Library Media Center**

	<p>Street. Mrs. Chastain said that East Street was an existing school so they were able to move right in. Mayor Gronbach said he thinks the same can basically be done in this case and that it shouldn't be complicated. He said the current offices are in former classrooms.</p> <ul style="list-style-type: none"><li>• Mr. Lawson said he feels the conversation shouldn't only be about money and that the Board should keep the benefit JPS could bring to the entire community in mind. If it is affordable, we should take a look at it.</li><li>• Mr. Coppola said he disagreed and that the job of the Facilities Committee is to just look at the BOE side.</li><li>• Mrs. Chastain asked if community forums are planned similar to what was done prior to closing JPS. Mayor Gronbach said it is a different dynamic this time with administrative offices here and that he is not sure it is necessary as there is no direct impact to education.</li><li>• Mrs. Chastain said someone has to pay eventually – the taxpayer.</li><li>• Mr. Coppola suggested possibly creating a sub-committee of the Board to bring a design for JPS to the Mayor.</li><li>• Mr. Smith clarified that he had a few informal preliminary conversations with Mayor Gronbach regarding JPS and followed them with one meeting during the summer with the chairs of Facilities and Operations to inform them of those conversations. Tonight is the official request from the Town to start discussions with the Board regarding a move to JPS.</li><li>• Mr. Coppola said, as Facilities chair, he will plan to set up a meeting with Mr. Smith and Mr. Munrett to set up forward action for a general vision which can be used to gather costs. He will share progress by memo with the Board. He said he expects the Superintendent and Mayor to have future discussions and that the Superintendent will bring that information back to the Board.</li></ul>	
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	<ul style="list-style-type: none"> <li>• Mayor Gronbach said he is doing the same exercise with the Youth Agency, Social Services and Parks and Recreation.</li> <li>• Mr. Lawson requested that Mr. Coppola provide a summary of the conversation to the full Board next week during his Facilities Sub-committee report.</li> <li>• Mr. Coppola thanked Mayor Gronbach for attending. The Mayor said he welcomed further questions directly.</li> </ul> <p><b>C. Turf Field Usage Fees</b></p> <ul style="list-style-type: none"> <li>• Mr. Munrett said the packet included a priority list for Facilities usage page, current fees by category page, and suggested field usage fees.</li> <li>• Mrs. Chastain asked if the light charge was per use and Mr. Munrett said it is.</li> </ul> <p>Mr. Dahl moved to bring the Turf Field Usage Fees to the full Board for approval.</p> <p>Motion seconded by Mrs. Chastain.</p> <p>Motion passed unanimously.</p>	<p><b>C. Turf Field Usage Fees</b></p> <p><b>Motion made and passed unanimously to bring the Turf Field Usage Fees to the full Board for approval.</b></p>
<p><b>4.</b></p> <p><b>A. OCR Update</b></p>	<p><b>Item of Information</b></p> <ul style="list-style-type: none"> <li>• Mr. Coppola said several of the items referenced in this report were included in the summer project update as work was completed then.</li> <li>• Mr. Smith said the walkways are a result of the OCR audit of the high school and were fully funded with BOE funds. While not part of the turf field project, doing the work in conjunction with it resulted in some cost savings. There was also door work done at this time for ADA compliance.</li> </ul>	<p><b>Item of Information</b></p> <p><b>A. OCR Update</b></p>

**New Milford Board of Education  
 Facilities Sub-Committee Special Meeting Minutes  
 September 6, 2016  
 Sarah Noble Intermediate School – Library Media Center**

<p><b>5.</b></p>	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>• Mrs. Wendy Faulenbach, BOE member, said she disagrees with the process the Mayor is using. She said the project requires collaboration and she sees none so far. She reviewed three years of Town and BOE minutes and costs have been discussed previously. She has no problem with moving to JPS but the money needs to be planned for and not taken from the backs of students.</li> <li>• Mr. Pete Bass said he chaired the Turf Fields Committee and wanted to thank the full BOE and Board members Wendy Faulenbach and Angie Chastain who were members of the committee. The project was a collaborative effort and the community is now enjoying the end result. Regarding the move to closing JPS, he said it was clear that the public wanted input in deciding its closing and the public should have input in discussing possible changes going forward. He suggested that the same type of sub-committee be used in this case.</li> <li>• Mr. Gregory Mullen thanked the Board for asking questions tonight. He said in 2011 moving from Lillis to JPS was estimated at \$1 million.</li> <li>• Mrs. Eleanor Florio said she had been on Zoning for 18 years previously and that renting space in JPS would require a Zoning permit. She said lots of planning is needed.</li> </ul>	<p><b>Public Comment</b></p>
<p><b>6.</b></p>	<p><b>Adjourn</b></p> <p>Mr. Dahl moved to adjourn the meeting at 7:15 p.m., seconded by Mr. Lawson and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 7:15 p.m.</b></p>

Respectfully submitted:



Robert Coppola, Chairperson  
 Facilities Sub-Committee

**New Milford Board of Education  
 Operations Sub-Committee Special Meeting Minutes  
 September 6, 2016  
 Sarah Noble Intermediate School – Library Media Center**

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

**Also Present:** Mr. Joshua Smith, Superintendent  
 Ms. Alisha DiCorpo, Assistant Superintendent  
 Ms. Ellamae Baldelli, Director of Human Resources  
 Mr. Anthony Giovannone, Director of Fiscal Services and Operations  
 Mrs. Laura Olson, Director of Pupil Personnel and Special Services  
 Ms. Roberta Pratt, Director of Technology  
 Mr. Kevin Munrett, Facilities Manager  
 Mr. Nestor Aparicio, Assistant Facilities Manager

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1.	<b>Call to Order</b> The special meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mrs. Faulenbach.	<b>Call to Order</b>
2.	<b>Public Comment</b> <ul style="list-style-type: none"> <li>• There was none.</li> </ul>	<b>Public Comment</b>
3.	<b>Discussion and Possible Action</b>  <b>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</b> <ul style="list-style-type: none"> <li>• Ms. Baldelli handed out a revision to the last page with a strikeout of a staff member who was incorrectly listed in two places on the exhibit.</li> <li>• Mr. Coppola noted a vast difference in salaries regarding elementary teachers. He said when a teacher retirement incentive was discussed previously there was concern about it not resulting in a savings due to having to hire at higher levels in shortage areas. He was concerned with the hiring of one elementary teacher at a high level since this is not a shortage area.</li> <li>• Ms. Baldelli said the retirement incentive discussion had to do with current staff members in shortage areas who would be eligible and cautioning about possible replacements. She said she has been doing</li> </ul>	<b>Discussion and Possible Action</b>  <b>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</b>

Human Resources for the district for nine years and in that time they have always tried to look for the best candidate. Typically, they have not had to hire high in the K-5 area but in this case there were few qualified applicants.

- Mrs. Faulenbach asked how many applicants there were and Ms. Baldelli said 105 total.
- Mr. Smith said that total is then filtered to see how many are qualified, including certification. Then they look at the specific school needs and goals of the principal and do a paper screening from there. Fourteen candidates were interviewed, then three were asked to teach a demonstration lesson. In the first round of the interview process, two candidates had previously been offered the position and declined. The school needed two candidates to be hired out of this process. The two candidates hired are the most qualified to best teach the children in his opinion. He said we need to hire the best qualified teachers at the elementary level to support the children properly in their rise to higher level education.
- Mr. Smith said the hiring process is further complicated by the step freezes in the contracts over the years. They continue to haunt present hiring. He said right now the district is still showing an overall savings in replacements: approximately \$100,000 in shortage areas and \$4,000 in non-shortage.
- Mr. Coppola noted that the Board had given the Superintendent permission to do all summer hires so this is just for discussion not approval.
- Mr. Schemm said the Board had talked before about recruiting, hiring, and retaining the best quality staff. That is part of the strategic plan. What are we doing to retain the talent we have? He agrees step freezes are an issue. Salary should be based on years of experience but that is not happening for many of our current teachers.
- Mr. Smith said step freezes are a problem in other districts too and that of the 13 teachers who left, some left for salary but many for



	<p>other reasons such as family relocation etc. He said the step freezes are in issue in other bargaining units as well. Ms. Baldelli affirmed that everyone that left had an invitation for an exit interview and all had spoken to her in some capacity.</p> <ul style="list-style-type: none"><li>• Ms. Baldelli said she did some research and since 1984 there have been 13 different times that freezes or a combination of steps have occurred. It becomes a morale “value” issue for some current staff.</li><li>• Mrs. Faulenbach said in this case an eight step differential catches the eye and she is not sure she agrees with the decision.</li><li>• Mr. Smith said part of the difference is that the person being replaced was not here long.</li><li>• Mrs. Faulenbach asked what the protocol was for student summer work when the AP teacher who assigned it leaves and is replaced. Mr. Smith said the protocol varies by department and number of AP teachers. He said they try to make sure more than one teacher is trained for AP and in the case of a new hire, they attend AP training in the summer if hired in time.</li><li>• Mr. Schemm asked for the turnover savings number and Mr. Giovannone said he would bring a current number to the Board meeting.</li></ul> <p>Mr. Coppola moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"><li><b>1. Budget Position dated 8/31/16</b></li><li><b>2. Purchase Resolutions D-688, D-689, D-690</b></li><li><b>3. Request for Budget Transfers</b></li></ol> <ul style="list-style-type: none"><li>• Mrs. Faulenbach said there was a lot of information presented.</li><li>• Mr. Giovannone said there were still</li></ul>	<p><b>Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</b></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"><li><b>1. Budget Position dated 8/31/16</b></li><li><b>2. Purchase Resolutions D-688, D-689, D-690</b></li><li><b>3. Request for Budget Transfers</b></li></ol>
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encumberments happening and no revenue yet per se as it is the start of the year.

- Mrs. Faulenbach asked if the salary line, which is such a major part of the budget, was still in flux and Mr. Giovannone said it is fluid and there are still a few positions to be filled.
- Mr. Coppola asked if the legal services have been encumbered and paid. Mr. Smith said the retainer has been paid. He likened the retainer to a pre-paid debit card where the money is loaded in and then removed as utilized. Using this set up allows for a lower hourly rate.
- Mr. Coppola said he would like to see monthly statements and would also like to see legal services go out to bid.
- Mr. Schemm said he remembers seeing a report on legal services last year and asked if Mr. Coppola would be satisfied with an update to that report. Mr. Coppola said no that he wants to see a monthly itemization.
- Mrs. Faulenbach said it would be added as an agenda item in Operations.
- Mr. Coppola asked about the \$12,000 for substitutes line. Mr. Giovannone said that is for the substitute software package and that substitutes are tracked in the non-certified line. Mr. Coppola asked for a breakdown of the groups in the non-certified line and Mr. Giovannone said he would provide one.
- Mr. Coppola asked for a breakdown of the sewer costs. Mr. Giovannone said it is in two places and he will provide it.
- Mr. Schemm asked how student transportation is paid and Mr. Giovannone said it is paid quarterly.
- Mr. Schemm asked if energy expenses are encumbered in full and Mr. Giovannone said they are and then adjusted during the year.
- Mrs. Faulenbach asked for a breakdown of the benefit line and Mr. Giovannone said he would provide it.
- Mr. Giovannone said he would be happy to adjust reports in the future to show more detail as the Board wished.

- Mrs. Faulenbach said the \$430,000 capital reserve item was an offset during the budget process. We are holding on action this month since we are just starting out but will ask for action on it next month. Although it was understood under our budget process when the revue offset was created that the money would be accessible, we should still put forth the formal motion and send on to Town Council and Board of Finance.
- Mr. Schemm said he appreciates the detail and structure of the format.
- Mr. Giovannone said the purchase resolutions show closeout and starting expenditures. Mr. Smith said these are all budgeted items.
- Mrs. Faulenbach asked if the insurance line was for the full year. Mr. Smith said the town has been fully encumbered but that not all health insurance is paid to the town. Mr. Giovannone said teamsters are separate, along with vision, HSA accounts and the employee assistance program.
- Mrs. Faulenbach said the account is showing \$115,975 less. Mr. Smith said that was a reduction for the budget referendum. The Town has agreed to the payment amount due from the BOE and that the total insurance due accurately reflects what the Board's contributions are.
- Mr. McCauley said he appreciates the information provided on outplaced students and asked if they are day or residential placements. Mrs. Olson said they are all day placements but one and that one is covered by another agency.
- Mr. Schemm asked if outplacement transportation is separate and Mrs. Olson said it is.
- Mr. Coppola said the cost for one student is really mind boggling and their moving in and out has a large effect on budget.
- Mr. Giovannone said regarding budget transfers the first page is routine transfers within object codes. The second page is a breakout of Facilities charges to align them with their use per building.

	<ul style="list-style-type: none"> <li>• Mr. Smith said this will be helpful in the future in letting us track how much each building costs in upkeep.</li> </ul> <p>Mr. McCauley moved to bring the monthly reports: Budget Position dated 8/31/16, Purchase Resolutions D-688, D-689, D-690 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mr. Schemm.</p> <p>Motion passed unanimously.</p> <p><b>C. Grant</b></p> <p><b>1. Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said we have received this grant for several years now and while the total dollar amount is not as large as some other grants it has a large impact on preschool outreach.</li> </ul> <p>Mr. Coppola moved to bring the Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p><b>D. Tuition Rates for 2016-2017</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said the memo provided details the tuition rates.</li> <li>• Mr. Giovannone said he followed past practice in basing the figures on projected enrollment rates. He added a column showing those figures for clarity.</li> <li>• Mr. Coppola asked if the cost per student is less than this figure and Mr. Smith the state formula is used here.</li> <li>• Mr. Schemm asked if October 1<sup>st</sup> is the official state enrollment and Mr. Smith said it is.</li> </ul>	<p><b>Motion made and passed unanimously to bring the monthly reports: Budget Position dated 8/31/16, Purchase Resolutions D-688, D-689, D-690, and Request for Budget Transfers to the full Board for approval.</b></p> <p><b>C. Grant</b></p> <p><b>1. Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation</b></p> <p><b>Motion made and passed unanimously to bring the Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation to the full Board for approval.</b></p> <p><b>D. Tuition Rates for 2016-2017</b></p>
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	<p>Mr. Schemm moved to bring the Tuition Rates for 2016-2017 to the full Board for approval.</p> <p>Motion seconded by Mr. Coppola.</p> <p>Motion passed unanimously.</p> <p><b>E. Authorization of Signatory on School District Accounts – Exhibit B</b></p> <ul style="list-style-type: none"> <li>• There were no questions.</li> </ul> <p>Mr. Coppola moved to bring the Authorization of Signatory on School District Accounts – Exhibit B to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p><b>F. End of Year Balance for 2016</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said she appreciates the history of balances provided. She said she had a conversation with Mr. Smith regarding this presentation. It is noted that the balance can and may change based on pending litigation and with audits still to come we will hold on action regarding this item for now. When the second more firm audit numbers become final we will send it into the Town Council as a request to be placed in the capital reserve.</li> <li>• Mr. Smith noted that the budget is within 99% of target which is quite good. They will look at items that did not hit target completely to see if adjustments should be made for next year.</li> <li>• Mr. Coppola reminded all that there is no contingency budget allowed for the BOE.</li> </ul> <p><b>G. New Milford High School Graduation Date 2017</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said that in 2011 the graduation date changed due to snow and asked how it is allowed to set one this early.</li> <li>• Mr. Smith said the interpretation of the state</li> </ul>	<p><b>Motion made and passed unanimously to bring the Tuition Rates for 2016-2017 to the full Board for approval.</b></p> <p><b>E. Authorization of Signatory on School District Accounts – Exhibit B</b></p> <p><b>Motion made and passed unanimously to bring the Authorization of Signatory on School District Accounts – Exhibit B to the full Board for approval.</b></p> <p><b>F. End of Year Balance for 2016</b></p> <p><b>G. New Milford High School Graduation Date 2017</b></p>
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	<p>legislation varies by district with some following a looser interpretation. If a district builds in 185 on its calendar a graduation date can be set. This year’s calendar shows a build in of 187 possible days. Setting the date now allows us to lock in a day and time with the O’Neill Center, something that has become more and more problematic in recent years.</p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked what happens in a worst case with closings and Mr. Smith said they could schedule school after graduation if need be.</li> <li>• Mr. Schemm said the calendar also references taking time from April vacation if needed.</li> <li>• Mrs. Faulenbach requested that the policy regarding setting the graduation date be referenced in future memos.</li> </ul> <p>Mr. Coppola moved to bring the New Milford High School Graduation Date 2017 of June 24, 2017 at 2:00 p.m. to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p>	<p><b>Motion made and passed unanimously to bring the New Milford High School Graduation Date 2017 of June 24, 2017 at 2:00 p.m. to the full Board for approval.</b></p>
<p><b>4.</b></p>	<p><b>Items of Information</b></p> <p><b>A. Tuition Students</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said the number of tuition students is usually in the single digits, generally children of staff members.</li> <li>• Mr. Coppola asked if class enrollment figures are taken into account when accepting tuition students and Mr. Smith said they are.</li> </ul> <p><b>B. Medical Advisor RFP</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked if we pay for this service and Mr. Giovannone said yes, \$5,000, and the bids close on September 9<sup>th</sup>. He expects to walk in a recommendation for next week’s Board meeting.</li> </ul>	<p><b>Items of Information</b></p> <p><b>A. Tuition Students</b></p> <p><b>B. Medical Advisor RFP</b></p>

**New Milford Board of Education  
 Operations Sub-Committee Special Meeting Minutes  
 September 6, 2016  
 Sarah Noble Intermediate School – Library Media Center**

<b>C.</b>	<p><b>Update on Food Services Negotiations</b></p> <ul style="list-style-type: none"> <li>Mr. Smith said this contract has been ratified by membership but questions have since arisen that require negotiations team input. An email will go out to them tomorrow. He is hopeful we will add the contract for approval next week but not sure at the moment.</li> </ul>	<p><b>C. Update on Food Services Negotiations</b></p>
<b>5.</b>	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>There was none.</li> </ul>	<p><b>Public Comment</b></p>
<b>6.</b>	<p><b>Adjourn</b></p> <p>Mr. McCauley moved to adjourn the meeting at 9:06 p.m. seconded by Mr. Schemm and passed unanimously.</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 9:06 p.m.</b></p>

Respectfully submitted:



Wendy Faulenbach, Chairperson  
 Operations Sub-Committee

New Milford Board of Education  
 Facilities Sub-Committee Meeting Minutes  
 November 7, 2006  
 Room 2—Lillis Administration Building

Present: \*Mr. Tom McSherry, Chair – Facilities  
 \*Mr. Joseph Failla  
 \*Mr. Robin Ruggiero  
 \*Mr. Joe Vita  
 Mrs. Wendy Faulenbach, Chair – BOE

Absent: \*Mrs. Dian Traisci-Marandola  
 \*Committee member

Also Present: Dr. JeanAnn Paddyfote, Superintendent  
 Mr. Thomas Mulvihill, Assistant Superintendent  
 Mr. Thomas Corbett, Director of Operations  
 Mr. John Turk, Director of Fiscal Services  
 Mr. John Calhoun, Director of Facilities  
 Mr. William Knipple, Energy Manager

1. Mr. McSherry called the meeting to order at 6:30 pm.	Call to Order
2. There was no public comment	Public Comment
3. Discussion and Possible Action Items A. JMOA Engineering—Facility Master Planning <ul style="list-style-type: none"> <li>▪ Mr. Steven Spangler and Mr. John Chardavoyne of JMOA Engineering, P.C., a subsidiary of the Savin Group, made a presentation to the Facilities Sub-Committee concerning a master plan for our facilities.</li> <li>▪ The first step that JMOA would make would be to conduct a Building Condition Survey.</li> <li>▪ The goal of the survey would be to identify and evaluate the magnitude of the needed repairs/replacement of the buildings in question.</li> <li>▪ The evaluation process would rate the conditions on a scale reflecting the immediacy of the need with consideration given to health and safety issues, electrical problems, indoor air quality, boiler systems, and HVAC issues.</li> <li>▪ The resulting document would serve as a good management tool to be used to plan capital budget expenditures.</li> <li>▪ The survey would identify our space, measure our issues, track the efficiency of the work performed routinely, and offer possible solutions to the identified problems.</li> <li>▪ A capital plan would be worked up school by school for presentation to approving boards and budget meetings with the data sorted by relevant criteria.</li> <li>▪ Mr. Turk commented that a Facilities Management Plan fits in with the direction the NMBOE is heading along with the Energy Education, Energy Consultant, and Strategic Planning initiatives already in place.</li> </ul>	JMOA Engineering—Facility Master Planning



<ul style="list-style-type: none"><li>▪ Mr. Spangler pointed out that the firm takes into consideration the maintenance practices that are already in place within the district.</li><li>▪ The finalized report can be ready in approximately three (3) months and can be updated annually either in house or by the firm. Proposals can be written to reflect any issues that the BOE decides, with current information ready for the BOE in January of the budget year.</li><li>▪ The JMOA engineers estimated costs at \$.10 per square foot. Since SNIS and NMHS would be eliminated from the survey (as they are newly done), the remaining buildings (JPS, NES, H&amp;P, and SMS) total approximately 360,000 sq. feet for an estimated cost of \$36,000, out of the 2007-2008 budget.</li></ul> <p>Motion by Mr. Ruggeiro: Move that a Facilities Master Plan be brought to the full Board for discussion.</p> <p>Seconded by: Mr. Vita</p> <p>Aye: Mr. McSherry, Mr. Failla, Mr. Ruggeiro, Mr. Vita, Mrs. Faulenbach Nay: Abstain: Motion: Passed Unanimously 4-0-0</p>	<p>Motion made and passed that a Facilities Master Plan be brought to the full Board for discussion.</p>
<p>B. East Street Survey Update</p> <ul style="list-style-type: none"><li>▪ Mr. Turk told the Committee that the East Street Space Survey results had arrived that afternoon. This report is a compilation of the surveys completed by each of the offices in the East Street building. It defines the present space and how it is being used.</li><li>▪ In this Phase I, the architects considered three (3) possibilities: renovation of the existing building, renovation of a different building, and building a new facility.</li><li>▪ Mr. Turk pointed out that office space is at a premium in New Milford and is not sure if another suitable building will be available.</li><li>▪ In answer to a question, Mr. Turk stated that the previously approved boiler repairs at East Street have been completed.</li><li>▪ Costs cannot be compared unless another building is identified for possible renovation.</li><li>▪ This current information verifies the requirements identified in Phase I. Phase II will compare possible costs.</li><li>▪ Mr. Turk will be meeting with the architects on November 9 to discuss the fee for further estimates of costs for future space needs analysis and will have more information at that time.</li></ul>	<p>East Street Survey Update</p>

<p>C. Natural and Man-Made Disaster Clean-Up Services</p> <ul style="list-style-type: none"> <li>▪ Mr. Turk asked if the Facilities Sub-Committee would like a firm of Disaster Cleaning and Property Reconstruction to come and speak at a sub-committee meeting to explore the possibility of “signing up” with them. The benefits of signing up with any particular company is response time.</li> <li>▪ Mr. Calhoun stated that there has been no reason to require these services during his tenure and is not aware of anything ever happening that required cleanup on this scale.</li> <li>▪ Although most of the larger clean up companies are on the insurance carriers’ vendor lists, insurance companies don’t advocate for one or another company. Many larger customers maintain a listing of two (2) or three (3) clean up companies on their vendor list to be utilized on a rotating basis.</li> <li>▪ The consensus of the Sub-Committee was to ask Mr. Turk to gather more information for possible future exploration.</li> </ul>	<p>Natural and Man-Made Disaster Clean-Up Services</p>
<p>The next Facilities Sub-Committee meeting will be moved from Tuesday, December 5 to Thursday, December 7 to accommodate the Strategic Planning Meeting schedule.</p>	
<p>4. Adjourn          Motion made by Mr. Vita: Move to adjourn.           Seconded by Mr. Rugeiro           Aye: Mr. McSherry, Mr. Failla, Mr. Rugeiro, Mr. Vita, Mrs. Faulenbach          Nay:          Abstain:          Motion: Passed Unanimously 4-0-0</p>	<p>Motion made and passed to adjourn.</p>
<p>The Facilities Sub-Committee was adjourned at 7:13 p.m.</p>	<p>Adjournment</p>

Respectfully submitted,

Mr. Thomas McSherry  
 Sub-Committee Chairman

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**Savin Engineers, P.C.**

100 Mill Plain Road, Suite 354, Danbury, CT 06811  
Tel. 203-546-3493 Fax. 203-546-3499  
www.savinengineers.com

June 11, 2007

Dr. Jean Ann Paddyfote  
Superintendent of Schools  
Lillis Building  
50 East Street  
New Milford, CT 06776

**RE: PROPOSAL FOR BUILDING CONDITION SURVEY SERVICES  
LOCATION: NEW MILFORD PUBLIC SCHOOLS**

Dear Dr. Paddyfote:

The following is submitted as a letter of agreement for services provided by Savin Engineers, P.C. This proposal is for the services of a Building Condition Survey and a Five Year Capital Plan. The location is for the New Milford Public Schools.

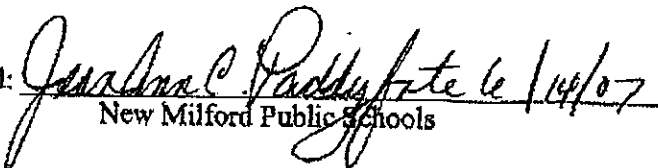
The facilities to provide the service are:

Hill and Plain School	69,975
John Pettibone School	73,817
Northville Elementary School	80,224
Schaghticoke Middle School	143,576
<b>Total</b>	<b>367,592</b>

Based on the cost of \$0.09 per square foot, the proposed cost is \$33,083.28. If this meets with your approval, please sign below and return a copy for our files. You can FAX this document to my attention at 914-747-6686. A purchase order for the above amount must be sent to Cooperative Educational Services of Trumbull, 40 Lindeman Drive, Trumbull, CT 06611, Attention: Mr. James Carroll, CFO. If you have any questions with the above, feel free to contact me.

Very truly yours,  
SAVIN ENGINEERS, PC.

John Chardavoyne  
Sr. Project Executive

Agreed:  6/14/07  
New Milford Public Schools

# NEW MILFORD PUBLIC SCHOOLS

50 East Street  
New Milford, Connecticut 06776  
(860) 354-8726 FAX (860) 355-4966



**Mr. John O. Turk**  
**Director of Fiscal Services**

**31 October 2007**

**To: Dr. Jean Ann Paddyfote**

**Subject: JMOA/Savin 5 Year Plan Update**

**I have been in contact with John Chardavoyne at JMOA to obtain a status report on our project. They are at least two (2) weeks away from having something to send to us. When the cost estimates arrive, they will be entered into their model. They will, then, write a narrative, integrate photographs taken at the different sites, and perform a final review to ensure they have missed nothing. They are targeting for November 15, 2007 for a draft report. When we receive the draft report, John Calhoun, Leo Rogoza, and I will review it. If you would like, we can give a copy of the draft to you and Tom Mulvihill.**

**If you wish, they have offered to come and make a presentation to the BOE once we have reviewed the report and provided them with our comments.**

**Regards,**

**John Turk**

Dist 5/8/15

# *New Milford Public Schools*

## *Five Year Capital Facilities Plan*

Executive Summary  
Overview of Five Year Plan  
Five Year Plan by Building  
Five Year Plan by Schedule  
Summary

### *Prepared by:*

Savin Engineers, P. C.  
3 Campus Drive  
Pleasantville, NY 10570  
Phone: 914-769-3200  
Fax: 914-747-6686  
[www.savinengineers.com](http://www.savinengineers.com)

*November 2007*

## Executive Summary

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### **INTRODUCTION**

**The New Milford Public Schools** retained the services of *Savin Engineers, P. C.* to conduct a building condition survey (facilities assessment), and develop a Five Year Capital Plan. The building condition survey consisted of an evaluation of all major building systems based on the overall integrity, probable useful life and the need for repair, replacement or maintenance. Once identified, deficiencies were prioritized; recommendations for corrective actions for work identified and capital budgets for each recommendation were developed and are included in the Five Year Capital Plan.

The intent of this Five Year Plan is to identify the current condition and critical maintenance needs of each occupied facility owned and operated by New Milford Public Schools. It includes capital improvement projects such as replacement and major repairs of major building systems and system components, as well as maintenance and repair items that can be addressed through the district's comprehensive maintenance plan. This will provide the district with a tool to actively manage its capital needs. In addition, the report can assist the district in preserving its capital assets through planning and maintenance.

The plan organizes and prioritizes existing building needs on an individual school and district-wide basis. The Five Year Plan for each individual school building included in this assessment is found in Section 3. Section 4 contains the district wide Five Year Plan.

Six schools serve the district's students in grades Kindergarten through 12<sup>th</sup> grade: three elementary schools; one intermediate school for grades 4, 5, and 6; one middle school for grades 7 and 8; and one high school for grades 9 through 12. *Savin Engineers, P. C.* was retained to conduct building conditions surveys and develop a Five Year Plan for the four school buildings listed below.

Hill & Plain Elementary School  
John Pettibone Elementary School  
Northville Elementary School  
Schaghticoke Middle School

Sara Noble Intermediate School and New Milford High School were not included in this scope of work.

**THE EXECUTIVE SUMMARY** of the district's Five Year Plan contains a concise description of the current state of the district's facilities and the highest priority goals for improvements necessary to maintain each facility in good working order. It is a representation of the status and needs that are considered to be the highest priority, and does not represent all of the needs. *For more detailed information on issues identified in the Executive Summary and additional work/deficiencies identified during the survey, please refer to Sections 3 and 4 of this report. Section 3, "Five Year Plan by Building" identifies repair, replacement and maintenance issues for each school building included in this assessment. Section 4, "Five Year Plan by Schedule" identifies the repair, replacement and maintenance issues on a district wide basis based on the prioritization of the work within years one through five.*

## *Executive Summary*

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### ***THE DISTRICT'S FACILITIES***

Following is a concise description of the current condition of the four district facilities that were a part of the scope of work, and the prioritized work necessary to maintain each of these facilities in good working order.

**Hill & Plain Elementary School** was constructed in 1967 with an addition in 1993 and includes four "portable" classrooms that have been made permanent. The building totals 69,975 square feet. The building is constructed with steel frame, CMU (concrete masonry unit) walls, brick exterior and a standing seam, metal roof.

The highest priority goals for this building are:

1. Replace two boilers (obsolete).
2. Replace air handlers/provide HVAC systems to improve classroom ventilation.
3. Replace heating system.
4. Replace pneumatic control system with DDC (Direct Digital Control).
5. Replace fire alarm system with an addressable system.
6. Install sprinkler system.
7. Replace windows.
8. Provide security camera system and controlled entry.
9. Replace obsolete / antiquated interior electrical distribution system.
10. Replace fuel tank and associated piping.
11. Replace piping for domestic hot water and cold water systems.
12. Replace/upgrade lighting that is inefficient and obsolete.

**Northville Elementary School** was constructed in 1981 with steel framing, CMU (concrete masonry unit) walls, brick exterior, asphalt shingle roof, single-ply rubber roofing as well as built-up roofing systems. The building totals 80,224 square feet.

The highest priority goals for this building are:

1. Replace roofs: asphalt shingles, PVC, and single-ply ballasted roofs.
2. Replace windows.
3. Replace boiler #1.
4. Provide air handlers/HVAC systems to improve classroom ventilation.
5. Install DDC (Direct Digital Control) controls for new HVAC systems.
6. Replace exhaust units in selected areas.
7. Replace/upgrade fire alarm system.
8. Install sprinkler system.
9. Provide security camera system and controlled entry.
10. Upgrade communication system/telephones in classrooms.

**John Pettibone Elementary School** was constructed in 1955 and totals 73,817 square feet. It is constructed with steel framing, CMU (concrete masonry unit) walls, brick exterior, and a combination of poured concrete and tectum roof decking. The building has a single-ply EPDM roofing system. An addition and remodeling was completed in 1993.

The highest priority goals for this building are:

1. Replace roof.
2. Replace collapsed catch basin, culverts, piping.

## *Executive Summary*

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### ***THE DISTRICT'S FACILITIES***

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#### **John Pettibone Elementary School (cont.)**

The highest priority goals for this building (cont.)

3. Replace windows.
4. Re-point, repair exterior brick walls and chimney.
5. Replace/repair unit ventilators in selected locations.
6. Provide air handling system/HVAC system to improve classroom ventilation and heating.
7. Replace exhaust fans in select locations.
8. Replace pneumatic controls with DDC.
9. Replace/upgrade antiquated interior electrical distribution system.
10. Replace fire alarm system.
11. Install sprinkler system.
12. Provide security camera system and controlled entry.

**Schaghticoke Middle School** was constructed in 1971 with an addition in 1993 and is constructed with steel framing, CMU walls, CMU exterior and a single-ply rubber roofing system. The building totals 143,576 square feet.

The highest priority goals for this building are:

1. Replace roof.
2. Replace two obsolete boilers.
3. Replace pneumatic control system with DDC.
4. Replace ventilation systems.
5. Replace rooftop HVAC systems and chillers. Add chiller and air handler units at 1993 classroom addition.
6. Replace exhaust fans.
7. Replace fire alarm system.
8. Install sprinkler system.
9. Replace emergency lighting system.
10. Replace/upgrade original interior electrical service distribution system.
11. Replace windows
12. Provide security camera system and controlled entry

#### ***COST OVERVIEW***

The estimated costs provided in the Five Year Capital Plan are conceptual costs. Costs identified as "capital" include a 26% cost factor for soft costs (i.e. architectural and construction management fees, legal and insurance fees, design and construction contingencies, testing, etc.). In addition, escalation has also been factored into the estimated costs.

Costs identified as "maintenance" represent the mean price for materials expected at the time the work will take place. Escalation has also been added to these costs.



## *Executive Summary*

### *Cost Breakdown by Building*

<b>Location</b>	<b>Cost</b>	<b>% of Total Plan</b>
<b>Hill &amp; Plain Elementary School</b>	<b>\$10,808,428</b>	<b>17.62%</b>
<b>Northville Elementary School</b>	<b>\$10,533,525</b>	<b>17.17%</b>
<b>Pettibone Elementary School</b>	<b>\$15,389,436</b>	<b>25.09%</b>
<b>Schaghticoke Middle School</b>	<b>\$24,612,697</b>	<b>40.12%</b>
<b>Total for All Buildings</b>	<b>\$61,344,086</b>	<b>100%</b>

### *Cost Breakdown by Schedule and Resource*

<b>Schedule</b>	<b>Capital</b>	<b>Maintenance</b>	<b>Total Budget</b>
<b>2008/09</b>	<b>\$ 7,158,474</b>	<b>\$ 875,511</b>	<b>\$ 8,033,985</b>
<b>2009/10</b>	<b>\$ 3,467,424</b>	<b>\$ 308,409</b>	<b>\$ 3,775,833</b>
<b>2010/11</b>	<b>\$ 9,237,971</b>	<b>\$ 85,381</b>	<b>\$ 9,323,352</b>
<b>2011/12</b>	<b>\$15,489,996</b>	<b>\$ 2,818</b>	<b>\$15,492,814</b>
<b>2012/13</b>	<b>\$24,229,524</b>	<b>\$ 488,578</b>	<b>\$24,718,102</b>
<b>Total</b>	<b>\$59,583,389</b>	<b>\$1,760,697</b>	<b>\$61,344,086</b>

Status / Loc./ Floor-RM#	Deficiency / Component	Id	Recommendation / Quantity / Unit of Measure	Unit Cost	Proj. Yr.	Issue	Const Type	Resource	Cost
<b>New First Floor Staff Restroom</b>	OTHER		OTHER		2009-2010	Maintenance	All/Rec	Capital	\$26,750.00
	OTHER	60461	Reconstruct staff bathroom near room 31.						
			1 Lump sum	20000					
<b>New First Floor Staff Restroom</b>	OTHER		OTHER		2010-2011	Maintenance	All/Rec	Capital	\$20,812.00
	OTHER	60409	Reconstruct restroom						
			1 Lump sum	15000					
<b>New Basement Utility Tunnels</b>	OTHER		OTHER		2009-2010	Hand S	Add	Capital	\$33,438.00
	OTHER	160166	Provide a study to determine the necessary improvements to the Utility Tunnels as Confined Space. Include lighting,exits,communication,ACM Abatement and ventilation. Determine if the tunnels could be abandoned if converting the building to HVAC Systems without perimeter radiation.						
			1 Lump sum	25000					
<b>New First Floor Womens Restroom</b>	OTHER		OTHER		2008-2009	Maintenance	All/Rec	Capital	\$19,312.00
	OTHER	60361	Reconstruct Womens Restroom near offices						
			1 Lump sum	15000					
Total for 12.2 - RECONSTRUCTION									\$959,041.00
<u>Total for John Pettibone</u>									<u>\$15,389,436.00</u>

FORMAT KEY: New = Bold Text

Resolved = *Italic Text with Shading*

Open = Plain Text

John Pettibone

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## *Summary*

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The majority of the work identified in the Five Year Plan was identified through the building condition survey/facilities assessment conducted at each of the four school buildings included in this scope of work. The purpose of this evaluation was to establish the integrity and needed maintenance, repair or replacement of the systems in each of the buildings. The survey did not include any demolition of existing construction, testing or probing for concealed conditions or environmental issues, access into concealed spaces such as but not limited to ceilings, crawl spaces, vaults, etc., unless otherwise noted.

The goal of the building condition survey/facilities assessment was to collect, coordinate, analyze and prioritize facility infrastructure and building program needs on an individual building basis. The results were then used as the basis for formulating a Five Year Plan for each school building (*Please refer to Section 3*). Individual building priorities were then integrated and prioritized on a district wide schedule (*Please refer to Section 4*).

The Five Year Capital Plan provides a systematic approach to establishing the capital needs of the school district and prioritizing those needs. The Plan should be used to complete the required work each year while at the same time provide a vision of future maintenance needs. This plan is a working document that should be maintained and updated annually. An annual building walk through will assist in affirming the necessity and schedule of work items noted, and re-prioritizing work as work is accomplished and new issues arise.

The Five Year Capital Plan should also be used in conjunction with the district's long-range plan, and should consider educational philosophy, present and projected student enrollments, and use of space in existing district facilities.

### ***Recommendations to maintain this plan include the following:***

1. Review work scheduled for upcoming year.
2. Verify work against actual conditions of each building.
3. Revise list of work items.
4. Verify resource responsibility for each work item.
5. Authorize each resource responsible for the work items to complete.

**New Milford Board of Education  
Additions and Renovation to  
East Street School Facility  
New Milford, Connecticut**

**Scheme #1 Description & Data**

**Description:**

This option was an investigation of the feasibility of the renovation of 'useable' area of the existing East Street School Facility, as well as providing an elevator entry tower and vestibule addition to bring the accessibility of the building up to building code standards. This investigation also includes the modifications of site work required to provide the use and function of this facility for all tenants.

This facility is a historical building in the Town of New Milford. It has served community of the town as both a high school and an elementary school. The renovation and addition to this building would bring a sense of restoration to the buildings history of the town. This scheme of renovation the existing Board of Education facility eliminates the cost of purchasing new land for development and the use of the building will remain as an educational landmark to the Town of New Milford. The Board of Education remaining in its current location provides the centralization required to serve all schools in the district.

The elevator entry tower addition would need to be located on the rear side of the existing building due to the constraints of the site. The vehicular traffic and existing parking is condensed and congested at this location; combining delivery vehicles with patron/employee traffic flow and required parking lot requirements. The new elevator tower entrance does not have visibility to the street, but has adequate parking within its proximity as well as handicapped accessible spaces. The rear of the building has limitations for the new addition due to the existing building construction and layout. A complete site survey and field measurements of the existing building will need to be performed to provide a more conclusive design of the site work modifications required, as well as the limitations of new construction of the elevator entry tower addition. Site lighting will also need to be addressed in this scheme and would be investigated with the site survey.

Conversely, the renovation and addition requires the existing drive aisle off Elm Street that services the back side of the facility to be modified to provide adequate parking for the entire building parking requirements based on occupancy load. This also requires the location of the New Milford Hospital Emergency helicopter landing pad to be relocated which will have to be approved by the hospital and meet the requirements needed for the helicopter landing and takeoff limitations. Further research will be needed to investigate the landing pad requirements and codes. Additionally, this portion of the site is adequate in area for new parking required. The helicopter pad limitations and requirements will need to be verified to ensure the parking requirements can be met for the entire facility. Based on the existing conditions of parking in relation to the helicopter pad location the new parking count should be able to be accomplished.

Based on the existing finish floor elevations and existing exterior grade differences, new handicapped ramps, as well as additional site improvements will be needed to meet accessibility requirements. New entrances will need to be provided due to the conflicts in floor elevations and grade differences as well as elevator entry tower addition location. A complete site survey and field measurements of the existing building will need to be performed to provide a more conclusive design to provide new entrances to the building.

This existing facility also poses many obstacles due to the limited existing 'useable' areas compared to the desired program square footage. The desired square footages for each department and also for the common shared spaces are limited to size based on the configuration and the multiple floors of the building. The size of the Board Room will not be able to provide adequate space for the capacity set in the program. Also there is not adequate overflow space to provide additional seating which limits the use and function of the Board Room. Adjacencies of Departments are limited due to the overall 'useable' square footage per floor. Accounting, Operations, Fiscal Services, and Personnel Departments should all be located within close proximity to each other. This scheme prohibits these departments to be adjacent to each other. They are located on separate floors due to the existing building limitations. The location of the elevator tower also provides major inefficiencies to the facility. Its location does not allow for direct access to the Accounting, Fiscal Services, and Operations Departments, which will need to provide new entrances to these areas. Each department has need for large areas for storage and files. With this scheme each department is limited to the actual area of storage and files within their department. Centralized storage for files is located in the basement for all departments to use. Also, each department would like to have a conference room within their space. This scheme allows for only the Superintendent and Assistant Superintendent Departments to have a conference room within. A Large Meeting Room has been provided on the first floor for all departments to share to compensate for the lack of conference room space in each department. Also available is the Meeting/Tutoring Room, which is primarily used by the Special Education/Pupil Personnel Department. A foldable partition has been provided between the Conference/Training Room of the Assistant Superintendents Office and the Meeting/Tutoring room to allow for larger meetings and events. Each department has been provided the required number of offices and workstations per the program, but the desired square footages of many of the offices had to be reduced because of the existing building constraints.

This building does not have a sprinkler system and this will need to be installed throughout the entire facility to bring the facility up to building codes. Air conditioning will also need to be provided throughout the entire facility.

The existing restrooms will need to be modified to meet ADA requirements and will require further investigation for verification of improvements required.

The second floor which is not included in The Board of Education area and is occupied by another tenant will also need to have improvements made to meet building code requirements. Sprinklers will need to be installed as well as access to the elevator. Evaluation of the second floor will need to be performed to verify the extents of improvements required.

**New Milford Board of Education  
New Milford Connecticut, Connecticut**

**Feasibility Study Option #1 Renovation**

**EAST STREET SCHOOL FACILITY**

**Preliminary Estimate of Probable Construction Cost**

**24 May 2007**

**The Preliminary Estimate of Probable Construction Cost prepared by the Architect represent the Architect's judgement as a design professional familiar with the construction industry. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Project or from any estimate of the Cost of the Work or evaluation prepared by the Architect.**

**Exclusions**

No Premium Time  
Construction Completion after September 2009  
No Renovation to Existing Kitchen  
No Fire Pump  
No Emergency Generator  
No Building Permit Fees  
Minimum Renovation on Second Floor

**New Milford Board of Education  
PROGRAM ANALYSIS**

**SCHEME #1 EAST STREET SCHOOL RENOVATION**

<u>DEPARTMENT</u>	<u>SQ. FT./ROOM</u>	<u>TOTAL S.F./DEPT</u>
<b><u>SUPERINTENDENT</u></b>		<b><u>848 S.F.</u></b>
SUPERINTENDENT'S OFFICE	175 S.F.	
ADMINISTRATIVE ASSISTANT	118 S.F.	
SECRETARY	163 S.F.	
CONFERENCE ROOM	190 S.F.	
FILES AND WORK AREA	164 S.F.	
<b><u>ASSISTANT SUPERINTENDENT</u></b>		<b><u>780 S.F.</u></b>
ASSISTANT SUPERINTENDENT'S OFFICE	140 S.F.	
SECRETARY	238 S.F.	
CONFERENCE/TRAINING ROOM	235 S.F.	
FILES & TEST STORAGE	120 S.F.	
<b><u>PERSONNEL</u></b>		<b><u>646 S.F.</u></b>
PERSONNEL ADMINISTRATOR	166 S.F.	
PAYROLL CLERK	110 S.F.	
PART TIME CLERK	190 S.F.	
PERSONNEL FILES	180 S.F.	
<b><u>ACCOUNTING</u></b>		<b><u>600 S.F.</u></b>
ACCOUNTING MANAGER	150 S.F.	
ACCOUNTS PAYABLE CLERK	256 S.F.	
PURCHASING CLERK	142 S.F.	
<b><u>OPERATIONS</u></b>		<b><u>470 S.F.</u></b>
DIRECTOR OF OPERATIONS	125 S.F.	
INSURANCE OFFICE	208 S.F.	
<b><u>TECHNOLOGY</u></b>		<b><u>627 S.F.</u></b>
DIRECTOR OF TECHNOLOGY	124 S.F.	
TECHNICIAN #1	155 S.F.	
TECHNICIAN #2	155 S.F.	
SERVER CLOSET	160 S.F.	
<b><u>SPECIAL EDUCATION/PUPIL PERSONNEL</u></b>		<b><u>1,308 S.F.</u></b>
SPECIAL EDUCATION COORDINATOR	190 S.F.	
ADMINISTRATIVE CLERK #1	170 S.F.	
ADMINISTRATIVE CLERK #2	170 S.F.	
ADMINISTRATIVE CLERK #3	191 S.F.	
FLOATER DESK	191 S.F.	
FILES	312 S.F.	
STORAGE	115 S.F.	
<b><u>FISCAL SERVICES</u></b>		<b><u>125 S.F.</u></b>
DIRECTOR OF FISCAL SERVICES	125 S.F.	
<b><u>BOARD ROOM</u></b>		<b><u>638 S.F.</u></b>
<b><u>MEETING/TUTORING ROOM</u></b>		<b><u>235 S.F.</u></b>
<b><u>LARGE MEETING ROOM</u></b>		<b><u>422 S.F.</u></b>
<b><u>COPY ROOM</u></b>		<b><u>130 S.F.</u></b>
<b><u>BREAK ROOM</u></b>		<b><u>208 S.F.</u></b>
<b><u>SHARED STORAGE</u></b>		<b><u>1,292 S.F.</u></b>

**SCHEME '1'**

**Renovation East Street School**

27,725 sq.ft.

Hazardous Material Abatement	27,725 sq.ft.	x	10 per sq.ft.	= \$	277,250
Basement Demolition Interiors (storage)	2,000 sq.ft.	x	5 per sq.ft.	= \$	10,000
Upper Ground Floor Demolition Interiors	3,200 sq.ft.	x	50 per sq.ft.	= \$	160,000
First Floor Demolition Interiors	7,550 sq.ft.	x	50 per sq.ft.	= \$	377,500
Second Floor Demolition Interiors	7,550 sq.ft.	x	10 per sq.ft.	= \$	75,500
Architectural Windows	\$ 250,000 allow	x	1	= \$	250,000
Brick Pointing/Painting	\$ 100,000 allow	x	1	= \$	100,000
Boiler Modifications	\$ 20,000 allow	x	1	= \$	20,000
Exterior Door Replacement	\$ 40,000 allow	x	1	= \$	40,000
Roofing Repair	\$ 80,000 allow	x	1	= \$	80,000
Chimney Repairs	\$ 60,000 allow	x	1	= \$	60,000
Foundation Repairs	\$ 175,000 allow	x	1	= \$	175,000
Basement Architectural Interiors	2,000 sq.ft.	x	20 per sq.ft.	= \$	40,000
Upper Ground Floor Architectural Interiors	3,200 sq.ft.	x	72 per sq.ft.	= \$	230,400
First Floor Architectural Interiors	7,550 sq.ft.	x	72 per sq.ft.	= \$	543,600
Second Floor Architectural Interiors	7,550 sq.ft.	x	20 per sq.ft.	= \$	151,000
Architectural Systems Addition	1,600 sq.ft.	x	80 per sq.ft.	= \$	128,000
MEP systems	27,725 sq.ft.	x	52 per sq.ft.	= \$	1,441,700
MEP systems Addition	1,600 sq.ft.	x	52 per sq.ft.	= \$	83,200
A/C systems	27,725 sq.ft.	x	7 per sq.ft.	= \$	194,075
A/C systems Addition	1,600 sq.ft.	x	7 per sq.ft.	= \$	11,200
Audio/Visual systems	2,500 sq.ft.	x	5 per sq.ft.	= \$	12,500
Sprinkler systems	27,725 sq.ft.	x	7 per sq.ft.	= \$	194,075
Sprinkler systems Addition	1,600 sq.ft.	x	7 per sq.ft.	= \$	11,200
Structural steel	1,600 sq.ft.	x	28 per sq.ft.	= \$	44,800
Structural concrete	1,600 sq.ft.	x	23 per sq.ft.	= \$	36,800
Graphics	\$ 5,000 allow	x	1	= \$	5,000
Elevator	\$ 100,000 allow	x	1	= \$	100,000
Site Work				= \$	<u>588,000</u>

Mass Earth Excavation	\$ 10,000
Mass Rock Excavation	\$ 10,000
Yard Drains	\$ 3,500
Storm Pipe	\$ 25,000
Electric Service	\$ 20,000
Site Lights	\$ 20,000
Sidewalks	\$ 70,000
Bituminous Pavement	\$ 200,000
Bituminous Curbing	\$ 10,000
Concrete Curbing	\$ 25,000
Pavement Markings	\$ 2,000
Trees	\$ 10,000
Shrubs	\$ 5,000
Play Area	\$ 20,000
Topsoil and Seed	\$ 17,500
Erosion Controls	\$ 15,000
Temporary Storage	\$ 25,000
Temporary Office	\$ 40,000
Temporary Office Utilities	\$ 15,000
Temporary Moving Expenses	\$ 15,000
Helicopter Pad	\$ 30,000



SUBTOTAL \$ 5,440,800

07.08  
Yr 1  
General Conditions 0.06 % = \$ 326,448  
Escalation/year 0.07 % = \$ 403,707  
Construction Fee 0.03 % = \$ 185,129  
Estimate Contingency 0.10 % (first assume 10%) = \$ 635,608

**SCHEME '1'** \$ 252.18 per sq.ft. \$ **6,991,692**

## Other Project Costs

**Professional Services** \$ 699,169

Architectural  
MEP Engineering  
Structural Engineering  
Civil Engineering  
Landscape Architect  
Structural Engineering  
Audio Visual Consultant  
Code Consultant Review  
Hardware Consultant  
Furniture Consultant  
Site Survey = \$ 20,000

SUBTOTAL \$ 719,169

## Furniture and Equipment

Office \$ 4,000 x 11 offices = \$ 44,000  
Workstations \$ 3,000 x 11 stations = \$ 33,000  
Board Room \$ 30,000 x 1 conf. = \$ 30,000  
Large Meeting Room \$ 15,000 x 1 conf. = \$ 15,000  
Conference Room \$ 4,000 x 2 conf. = \$ 8,000  
Meeting/Tutoring Room \$ 12,000 x 1 conf. = \$ 12,000  
Student Display \$ 500 x 19 case = \$ 9,500  
Filing Cabinets \$ 200 x 150 unit = \$ 30,000

SUBTOTAL \$ 181,500

## Fees

Building Permit 0 % = \$ -  
Performance and Payment Bonds 0.0056 % = \$ 39,153  
Liability Insurance 0.01 % = \$ 69,917

SUBTOTAL = \$ 109,070

Other Project Costs Contingency 0.05 % \$ 50,487

**TOTAL Other Project Costs** \$ **1,060,227**

**TOTAL Estimate of Probable Construction Cost** \$ **6,991,692**

**TOTAL PROJECT PROBABLE COST SCHEME '1'** \$ **8,051,919**

24 May 2007

**New Milford Board of Education**

**Additions & Renovations**

**New Construction**

**Total Probable Project Cost/  
Square Foot Price**

Total Probable Construction Cost excludes Professional Fees, Furniture, Performance & Payment Bonds, and Liability Insurance.

	<i>East St.</i> <b><u>Scheme #1</u></b>	<i>N4S</i> <b><u>Scheme #2</u></b>	<i>Richmond</i> <b><u>Scheme #3</u></b>	<i>S.M.S</i> <b><u>Scheme #4</u></b>
<b><u>Additions/Renovations</u></b>	<b><u>\$252.18</u></b>		<b><u>\$244.92</u></b>	
<b><u>New Construction</u></b>		<b><u>\$317.97</u></b>		<b><u>\$321.50</u></b>

**Scheme #1 The East Street School Facility Exclusions:**

- Premium Time
- Construction Completion after September 2009
- No Renovation to Existing Kitchen
- No Emergency Generator

**Scheme #2 Northville Elementary School Exclusions:**

- Premium Time
- Construction Completion after September 2009

**Scheme #3 The Richmond Center Exclusions:**

- Premium Time
- Construction Completion after September 2009
- Relocation of existing tenants to new location
- No Renovation to Third Floor (except sprinkler system)
- No New Paving
- No New Sidewalks

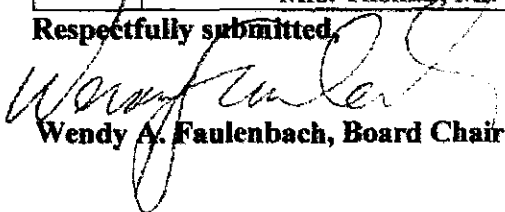
**Scheme #4 Sara Noble Intermediate School Exclusions:**

- Premium Time
- Construction Completion after September 2009

	<ul style="list-style-type: none"> <li>Existing supplies will be used before ordering green supplies.</li> </ul>	
3.B.2.	<p><b>Update on Hill &amp; Plain Parking Lot Project</b></p> <ul style="list-style-type: none"> <li>Approvals for the parking lot have been received. First phase will be the playground. Construction fencing will be erected; new playground equipment will be installed; some existing playground equipment will be moved to the new site; when that is complete children will be given access.</li> <li>Older equipment will be removed. In the spring other phases can be started i.e. drainage and asphalt (when school is out in June) with completion for the project in the summer.</li> </ul>	<p><b>Update on Hill &amp; Plain Parking Lot Project</b></p>
3.B.3.	<p><b>Update on East Street Move Report</b></p> <ul style="list-style-type: none"> <li>The Esposito Design firm provided a conceptual plan of existing space in the third grade wing at John Pettibone School to serve as central office. Mr. Rogozza met with a construction company who should give an idea of the cost to move.</li> <li>Mr. Lawson wanted to be assured that the rooms could be converted back to classrooms.</li> <li>Mr. McSherry inquired as to the relocation of the third grade.</li> <li>Mr. Calhoun explained the design suggests the space required for central offices and the charge to the design firm was limited to a possible relocation of the central office to this wing at John Pettibone.</li> <li>Mr. McSherry had questions including the impact on the children; the cost of the move; cost savings; and what happens to this building. What is this building worth to the town? The capital plan has \$600,000 earmarked for this building. Is there a long term plan for this building?</li> <li>Mr. Lawson noted that this building is used for instructional purposes for students.</li> <li>Mr. Weinberg inquired as to improvements for this building. Mr. Calhoun listed window replacement, electrical system upgrade; replacement of a 20 year old boiler.</li> </ul>	<p><b>Update on East Street Move Report</b></p>

	<ul style="list-style-type: none"> <li>The costs for the above could range between \$400,000 to \$500,000 over a period of five to six years.</li> </ul>	
3.B.4.	<p><b>NMPS Health &amp; Safety Committee Update</b></p> <ul style="list-style-type: none"> <li>The second edition of the New Milford Public Schools Health &amp; Safety Newsletter was distributed. The committee meets every other month. Recently, Paul Gills of Connecticut Interlocal Risk Management Association (CIRMA), was a special guest. Mr. Calhoun noted that a walk through of the buildings is done on alternate months.</li> </ul>	<p><b>NMPS Health &amp; Safety Committee Update</b></p>
<p>C. C.1 C.2.</p>	<p><b>Five Year Capital Plan</b></p> <p>(1) Projects Completed in 2010</p> <p>(2) Ideas to update Capital Plan</p> <ul style="list-style-type: none"> <li>Mr. Calhoun called attention to three pages delineating completed projects; carpeting is being replaced and will continue being replaced until probably 2012.</li> <li>The groundskeeping equipment and a plow truck scheduled for 2011-12 have been purchased; the parking lot at Hill and Plain School is underway.</li> <li>Some of the Siemens projects are being added back into the Capital Plan. Improvements are scheduled for John Pettibone heating; energy savings projects will continue. The Capital Plan will be submitted to the Town with copies for the Board on or about the end of January 2011 or early February 2011.</li> </ul>	<p><b>Five Year Capital Plan</b></p> <p>Projects completed in 2010</p> <p>Ideas to Update Capital Plan</p>
4.	<p><b>Adjourn</b></p> <p>Motion made by Mr. Lawson moved to adjourn the meeting at 7:15 p.m., seconded by Mr. McSherry; motion passed unanimously.</p> <p>In favor: Mr. McSherry, Mr. Lawson        Mrs. Thomas, Mr. Weinberg</p>	<p><b>Adjourn</b></p> <p>Motion made and passed unanimously to adjourn at 7:15 p.m.</p>

Respectfully submitted,



Wendy A. Faulenbach, Board Chair

# PROPOSAL FOR ARCHITECTURAL SERVICES



project:

**Programming and Schematic Design Services**

**For**

**New Milford Office Relocation**

**Board of Education**

**From the East Street School**

**To**

**The Pettibone Elementary School  
New Milford, CT**

made as of:

**July 22, 2010**

by:

**ESPOSITO DESIGN ASSOCIATES, INC.**  
2510 BEDFORD STREET • STAMFORD, CT 06905  
CONTACT: BARRY ESPOSITO direct (203) 653-7011

# New Milford Public Schools



## PROJECT SCOPE AND FEE



**Project Scope:**

New Milford Board of Education is currently located in the East Street School on 50 East Street, New Milford, CT and they have requested a proposal to study the feasibility to relocate their offices to Pettibone Elementary School in New Milford, CT.

EDA will meet with representatives to obtain a program or need assessment of current and future staff and requirements. When completed, we will present the final draft for approval. Once approved, EDA will survey the Pettibone Elementary School then prepare a Schematic Design Plan utilizing the approved space plan program. EDA will present this schematic plan to the Board of Education for approval (1) Schematic Plan included).



**PHASE I - PRE-LEASING SERVICES**

**A. PROGRAMMING**

1. **EDA** shall interview a designated representative from the Board of Education to develop a needs requirement list, both current and future, while incorporating business strategy and facility goals.
2. **EDA** shall review all adjacency requirements, both within each department and interdepartmental.
3. **EDA** shall present to **Board of Education** for review and comments.
4. **EDA** to revise if required; **one (1)** revision included.
5. **EDA** will present Final Space Plan Program to the **Board of Education** for approval.

**PHASE II – PLANNING CONCEPTS**

**A. SCHEMATIC DESIGN PLAN**

1. Upon approval, **EDA** will work with the **Board of Education** to develop a Schematic Design Plan based upon the approved Space Plan Program.
2. Workplace Strategies as developed in the Programming Phase to be confirmed and utilized.
3. **EDA** to provide final area calculations of usable square footage (USF) for the site to assist in the final landlord negotiations.





**Proposal for Architectural Services**

**Compensation**

**Fee:**


- Initial program meeting and interview. \$ 280.00
  - Survey existing conditions at the Pettibone Elementary School (if CADD drawings exist, we will update, if not, we will prepare the schematic plan by hand drawing) \$ 575.00
  - Prepare new design plan & layout \$ 750.00
  - Meet with Client to present plan N/C
- TOTAL FEE: \$1,605.00**

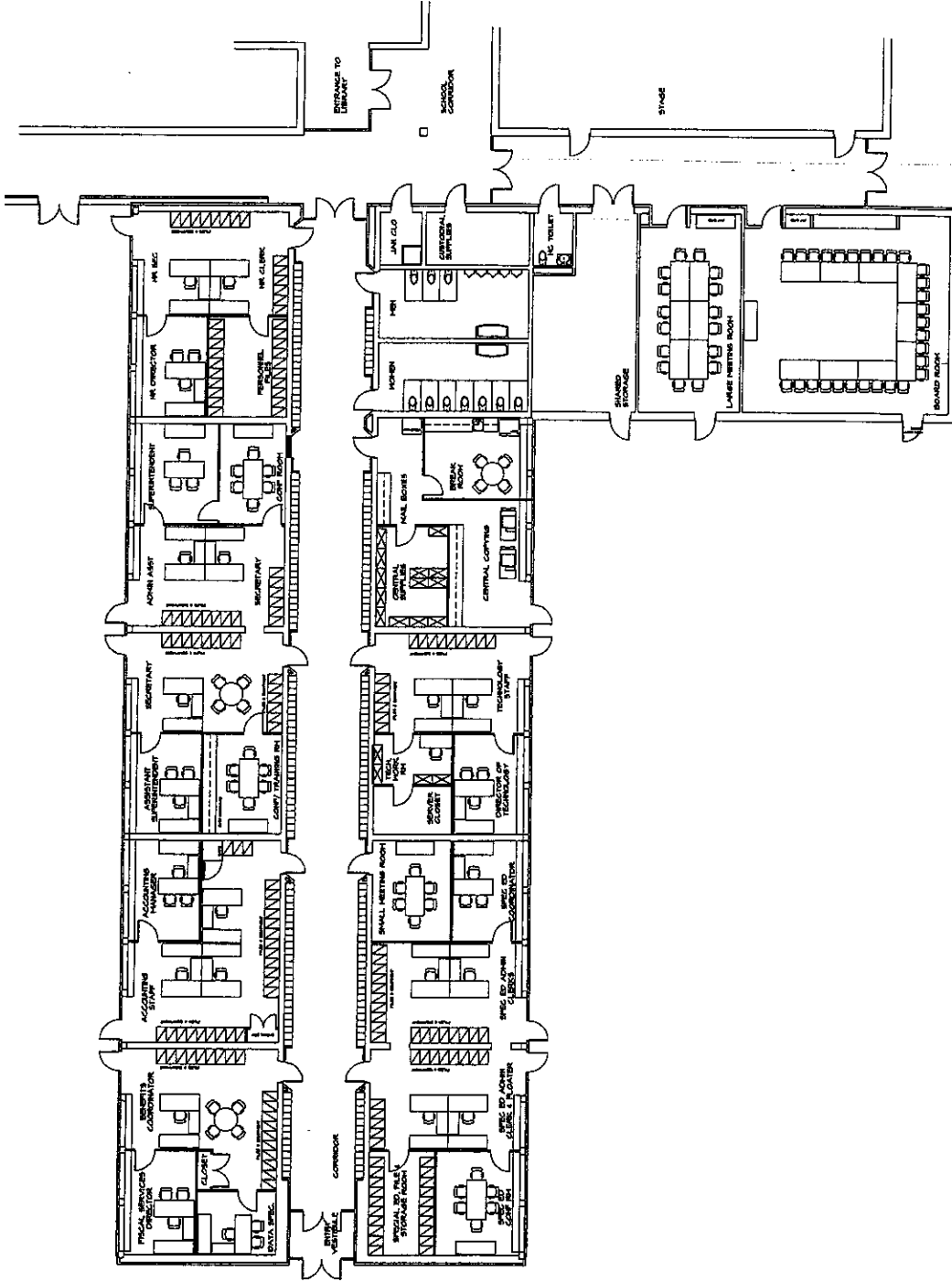
Reimbursable Expenses will be in addition to the total fee.

2010 STANDARD HOURLY RATE SCHEDULE	
President	\$195.00
Principal	\$185.00
VP/Associate	\$175.00
Senior Project Manager	\$155.00
Project Manager	\$140.00
Designer /Job Captain	\$125.00
CADD Operator	\$105.00
Administrative/Accounting Manager	\$90.00

REIMBURSABLE EXPENSES
Reimbursable Items in Addition to our fee include:
• Reproduction costs: plots, prints, copies, etc.
• Delivery Services - Messenger, FedEx, DHL, etc.
• Long Distance Telephone charges
• Travel expenses including mileage at the IRS Standard Reimbursable Rate
• Perspective Color Renderings
• Postage
• Please note: Items not generated in-house are subject to a 15% processing fee



**TF-1**  
 DATE: 10/18/70  
 SCALE: 1/8"=1'-0"  
  
 200-2387, 1ST FL.



**OFFICE OF THE SUPERINTENDENT**  
 JOHN PETTRONE SCHOOL  
 2 PICKETT DISTRICT ROAD  
 NEW MILFORD, CT

**New Milford**  
**Public Schools**



**PRELIMINARY ESTIMATED BUDGET OF CONSTRUCTION COST**

Job Name: New Milford School Offices  
 Job Address: 2 Pickett District Road, N. Milfd  
 Budget #: 10-169

SF: 12,342  
 Estimator:  
 Date: 12/7/2010

BASE ESTIMATE		TOTAL	S/SF
Site			<< No Work >>
Sitework	DIST. COPY	\$0	\$0.00 / SFSITE
Site Improvements		\$0	\$0.00 / SFSITE
<b>Site</b>		<b>\$0</b>	<b>\$0.00 / SFSITE</b>
Building			
Demolition		\$44,000	\$3.57 / SF
Concrete		\$0	\$0.00 / SF
Masonry		\$10,000	\$0.81 / SF
Steel / Misc. Metals		\$15,000	\$1.22 / SF
Rough Carpentry / Framing		\$6,000	\$0.49 / SF
Millwork		\$38,000	\$3.08 / SF
Spray-on Fire Proofing		\$0	\$0.00 / SF
Waterproofing / Roofing		\$8,000	\$0.65 / SF
Doors / Frames / Hardware		\$35,000	\$2.84 / SF
Glazing / Canopies		\$9,000	\$0.73 / SF
Drywall		\$51,000	\$4.13 / SF
Acoustic Ceilings		\$53,000	\$4.29 / SF
Flooring and Base		\$42,000	\$3.40 / SF
Tile and Stone		\$10,000	\$0.81 / SF
Painting and Wall Covering		\$27,000	\$2.19 / SF
Specialties		\$12,000	\$0.97 / SF
Equipment		\$0	\$0.00 / SF
Vertical Transportation		\$0	\$0.00 / SF
Fire Protection		\$0	\$0.00 / SF
Plumbing		\$9,000	\$0.73 / SF
HVAC		\$293,000	\$23.74 / SF
Electrical		\$156,000	\$12.64 / SF
<b>Building</b>		<b>\$818,000</b>	<b>\$66.28 / SF</b>
<b>Site &amp; Building</b>		<b>\$818,000</b>	
Escalation	0.00% %	\$818,000	\$0
Design Contingency	15.00% %	\$818,000	\$122,700
CM / GC Compensation	10.00% %	\$818,000	\$81,800
General Liability Insurance			<< w/ above >>
Building Permit			<< w/ above >>
A & E Fees / Soft Costs			<< By Owner >>
Builder's Risk Insurance			<< By Owner >>
<b>BASE ESTIMATE TOTAL</b>		<b>\$1,023,000</b>	<b>\$82.89 / SF</b>

**NOTE THE FOLLOWING QUALIFICATIONS AND INCLUSIONS:**

- Projected time to complete from receipt of permit: **4 Months**
1. This budget is based on Drawings titled, 'Office of the Superintendent', dated 10/18/2010, as prepared by EDA.
  2. This estimate assumes that all hazardous material and/ or environmental work shall be carried out by others,
  3. This estimate assumes the existing MEP Central Plant is existing to remain, sprinklers are not required, and the RTU shall be provisioned for cooling only.
  4. This estimate does not include Furniture / Fixtures / Equipment, or Tel/Data, Security or Audio / Vis. Wiring.

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LINE	DIV	ITEM	QUANTITY	UNIT	UNIT COST	TOTAL COST	SUBTOTAL	\$/SQ.FT.
0010	-01-	GENERAL CONDITIONS				<< w/ Summary >>		
0020	-02-	SITWORK				0		
0030		Subtotal -02-SITWORK					0	0.00
0040	-02-	SITE IMPROVEMENTS / LANDSCAPING				0		
0050		Subtotal -02-SITE IMPROVEMENTS / LANDSCAPING					0	0.00
0060	-02-	DEMOLITION/GEN. CONST.						
0070		Structural Demolition				<< assume not required >>		
0080		Selective Demolition				<< below >>		
0090		Selective Demolition Crew Study						
0100		Foreman	8	HRS	60.00		480	
0110		Laborer	40	HRS	55.00		2,200	
0120		Operator		<< none >>			0	
0130		Tools / Equipment	1	DAY	1,200		1,200	
0140		Disposals		<< separate cost >>			0	
0150		Subtotal Selective Demolition Crew Study	1	CRDAY	3,880		3,880	
0160		Selective Partition Removals	3.0	CRDAY	3,880	11,640		
0170		Remove Interior Flooring	3.0	CRDAY	3,880	11,640		
0180		Remove Doors	2.0	CRDAY	3,880	7,760		
0190		Disposals	10	CANS	550	5,500		
0200		Subtotal Selective Demolition	12,342	SF	2.02		24,900	
0210		MEP Demolition	2.0	CRDAY	3,880	7,760		
0220		Remove Bathroom Fixtures				<< assume existing to remain >>		
0230		Subtotal MEP Demolition	12,342	SF	0.63		7,760	
0240		Subtotal -02-DEMOLITION/GEN. CONST.					44,000	3.57
0250	-03-	CONCRETE				<< assume not required, RE: Not in Scope >>		
0260		Subtotal -03-CONCRETE					0	0.00
0270	-04-	MASONRY						
0280		Selective Masonry Patching at Doors	11	LOC	900.00	9,900		
0290		Subtotal -04-MASONRY					10,000	0.81
0300	-05-	STEEL						
0310		Misc. Steel / Dunnage for RTU's	2	TONS	7,500	15,000		
0320		Subtotal -05-STEEL					15,000	1.22
0330	-06-	ROUGH CARPENTRY						
0340		Misc. Wood Blocking	12,342	SF	0.50	6,171		
0350		Subtotal -06-ROUGH CARPENTRY					6,000	0.49
0360	-06-	MILLWORK						
0370		Conference Room Base / Uppers / C-Top	16	LF	500.00	8,000		
0380		Board Room Base / AV Storage	17	LF	375.00	6,375		
0390		Board Room Trim Package	133	LF	35.00	4,655		
0400		Breakroom Base / Uppers / C-Top	12	LF	500.00	6,000		
0410		Copy Room Base / Uppers / C-Top	16	LF	500.00	8,000		
0420		Mailroom Base / Slots	8	LF	600.00	4,800		
0430		Subtotal -06-MILLWORK					38,000	3.08
0440	-07-	SPRAY-ON FIRE PROOFING				<< assume not required >>		
0450		Subtotal-07-SPRAY-ON FIRE PROOFING					0	0.00
0460	-07-	WATERPROOFING / ROOFING						
0470		Roofing / Penetrations for Ductwork / HVAC Equip	1	ALLOW	7,500	7,500		
0480		Subtotal-07-WATERPROOFING / ROOFING					8,000	0.65
0490	-08-	DOORS, FRAMES, HARDWARE						
0500		Doors - Assm. Stain Grade Wd. w/ HM Frames / HW	25	LVS	1,400	35,000		
0510		Installation Labor				<< w/ above >>		
0520		Subtotal-08-DOORS, FRAMES, HARDWARE					35,000	2.84
0530	-08-	GLAZING						
0540		New Interior Glazing	80	SF	45.00	3,600		
0550		Aluminum Doors / Hardware	2	LVS	2,500	5,000		
0560		Subtotal -08-GLAZING					9,000	0.73
0570	-09-	DRYWALL						
0580		New Drywall Partitions	4,190	SF	6.50	27,235		
0590		Furring / ADA Door Reframing	11	LOC	1,200	13,200		

New Milford School Offices  
 2 Pickett District Road  
 New Milford, CT

DATE: 12/7/2010  
 TOTAL G.S.F.: 12,342 rsf

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LINE	DIV	ITEM	QUANTITY	UNIT	UNIT COST	TOTAL COST	SUBTOTAL	\$/SQ.FT.	
0600		Clerestory Soffit	218	LF	50.00	10,900			
0610		Subtotal -09-DRYWALL						51,000	4.13
0620		<b>-09-ACOUSTIC CEILINGS</b>							
0630		2x2 Acoustical Ceilings	11,688	SF	4.50	52,596			
0640		Subtotal -09-ACOUSTIC CEILINGS						53,000	4.29
0650		<b>-09-FLOORING</b>							
0660		VCT - Coridors	1,600	SF	2.00	3,200			
0670		Carpet / Carpet Tile	1,194	SY	30.00	35,807			
0680		Base	2,161	LF	1.50	3,242			
0690		Subtotal -09-FLOORING						42,000	3.40
0700		<b>-09 - TILE</b>							
0710		Bathroom Flooring Tile	528	SF	15.00	7,920			
0720		Base	162	LF	15.00	2,430			
0730		Bathroom Wall Tile							
0740		Subtotal -09 - TILE						10,000	0.81
0750		<b>-09-PAINT &amp; WALLCOVERING</b>							
0760		Paint New / Existing Partitions	26,810	SFW	1.00	26,810			
0770		Subtotal -09-PAINT & WALLCOVERING						27,000	2.19
0780		<b>-10-SPECIALTIES</b>							
0790		Bathroom Accessories							
0800		Office Misc. Specialties	1	ALLOW	2,500	2,500			
0810		Markerboards / Tackboards	24	EA	400.00	9,600			
0820		Subtotal -10-SPECIALTIES						12,000	0.97
0830		<b>-12-EQUIPMENT</b>							
0840		Subtotal -12-EQUIPMENT						0	0.00
0850		<b>-14-ELEVATORS</b>							
0860		Subtotal -14-ELEVATORS						0	0.00
0870		<b>-15-FIRE PROTECTION</b>							
0880		Subtotal -15-FIRE PROTECTION						0	0.00
0890		<b>-15-PLUMBING</b>							
0900		Central Plant							
0910		Fixtures							
0920		Breakroom Sink	1	EA	9,000	9,000			
0930		HC / Womens / Mens Fixtures							
0940		Domestic Water							
0950		Sanitary							
0960		Storm							
0970		Special Systems							
0980		Subtotal -15-PLUMBING						9,000	0.73
0990		<b>-15-HVAC</b>							
1000		Central Plant							
1010		Terminal Units							
1020		Cabinet Unit Heater at Entry	1	EA	2,500	2,500			
1030		Server Room Sup. Cooling	2	TON	5,000	10,000			
1040		Board Room Sup. Cooling	4	TON	5,000	20,000			
1050		Hydronic Distribution							
1060		Air Distribution							
1070		Exhaust Air Distribution							
1080		Air Distribution							
1090		Air Distribution Equipment							
1100		Zone 1 - South	5,874	SF					
1110		Cooling GSF / Ton	325	SF / TON					
1120		Air Handling Unit 1 - South	18	TONS	1,200	21,600			
1130		Zone 2 - North	6,467	SF					
1140		Cooling GSF / Ton	400	SF / TON					
1150		Air Handling Unit 1 - South	16	TONS	1,200	19,200			
1160		Installation	80	HRS	80.00	6,400			
xx		Subtotal Air Distribution Equipment						34	Ton
1170		Subtotal -15-HVAC						47,200	
1180		Ductwork	363	SF / TON					

New Milford School Offices  
 2 Pickett District Road  
 New Milford, CT

DATE: 12/7/2010  
 TOTAL G.S.F.: 12,342 rsf

DRAFT

LINE	DIV	ITEM	QUANTITY	UNIT	UNIT COST	TOTAL COST	SUBTOTAL	\$/SQ.FT.
1190		Supply Air Ductwork	11,108	LBS	7.00	77,755		
1200		Insulation	4,999	SF	8.00	39,988		
1210		VAV Boxes				<< assume none >>		
1220		Return Air Ductwork	4,937	LBS	7.00	34,558		
1230		Exhaust Air Ductwork				<< assume existing to remain >>		
1240		Ductwork Accessories / Hangers / Curbs, Etc.	152,300	\$\$	0.20	30,460		
xx		Subtotal Ductwork	16,045	LBS	11.39		182,760	
			12,342	SF	14.81			
1250			1.30	LBS / SF		<< info only >>		
xx		Subtotal Air Distribution	12,342	SF	18.63		229,960	
1260		Controls	12,342	SF	2.25	27,770		
1270		Testing / Balancing	12,342	SF	0.25	3,086		
1280								
1290		<u>HVAC Comparison Study</u>		<u>MCC</u>	<u>Sub #1</u>	<u>Sub #2</u>		
1300		Central Plant	<< existing to remain >>	0	0			
1310		Terminal Units	32,500	32,000	40,000			
1320		Hydronic Distribution	<< existing to remain >>	0	0			
1330		Air Distribution	229,960	185,000	375,000			
1340		Controls	27,770	30,000	30,000			
1350		Testing / Balancing	3,086	3,000	3,000			
1360		Total	293,000	250,000	448,000			
1370		Total / SF	23.74	20.26	36.30			
1380								
1390		Subtotal -15-HVAC					293,000	23.74
1400		<b>-16-ELECTRICAL</b>						
1410		Central Plant				<< existing to remain >>		
1420		Power / Distribution	12,342	SF	1.00	12,342		
1430		Equipment Connection	12,342	SF	0.75	9,257		
1440		Lighting						
1450		Offices / Conf. / Bathrooms	10,742	SF	9.00	96,678		
1460		Corridors	1,600	SF	7.00	11,200		
1470		Fire Alarm	12,342	SF	1.50	18,513		
1480		Tel / Data - Rough in Only	12,342	SF	0.25	3,086		
1490		AV - Rough in Only	12,342	SF	0.25	3,086		
1500		Security - Rough in Only	12,342	SF	0.15	1,851		
1510		Subtotal -16-ELECTRICAL					156,000	12.64

Gross Area Takeoff  
New Milford School Offices

**DRAFT**

Date: 12/7/10

	Area of Interest	Interior	Site
1st Floor	12,342	12,342	0
Basement	0	0	0

<i>rangename</i>	<i>gsf</i>	<i>sect 1</i>	<i>sect 3</i>
Total	12,342	12,342	0

12/17/2010

**Estimate for installing data/phone lines for Lillis Office Move**

Specifications: Cat5E plenum rated cable for all drops. Assumes ceiling and walls accessible - no wiremold needed  
Assumes current phone system is moved to new location  
Does not include electrical wiring expense.

	<u>QTY</u>	<u>Unit Price</u>	<u>Extended</u>
<b>Wiring -- Data &amp; Phone</b>			
Data/Phone Jacks	27	302	8,154
Phone Only Jacks	5	186	930
Data Only Jacks	17	186	3,162
Sub-total Jacks			12,246
<b>Other Equipment/Service</b>			
Uninstall-reinstall phone system	1	720	720
Reconfigure WAN	1	575	575
Patch Panel	1	352	352
Data Switch SFP	2	379	758
Miscellaneous Cables - lot	1	200	200
Move 18 CO lines	18	85	1,530
Surge Protectors	44	7.99	352
Sub-total Other			4,487
<b>Total All</b>			<b>16,733</b>



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

FACILITIES SUB-COMMITTEE  
MEETING NOTICE

DATE: February 1, 2011 (SNOW DATE – February 3, 2011 – 6:30 PM)  
TIME: 6:30 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 school operations and programs that concern them. 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. Energy Update
- B. East Street Move Proposal
- C. Snow Removal Update
- D. Annual Use of Buildings Fee Schedule Review

4. Adjourn

Sub-Committee Members: Mr. Daniel W. Nichols, Chairman  
Mr. Tom McSherry  
Mr. Bill Wellman  
Mr. Rod Weinberg

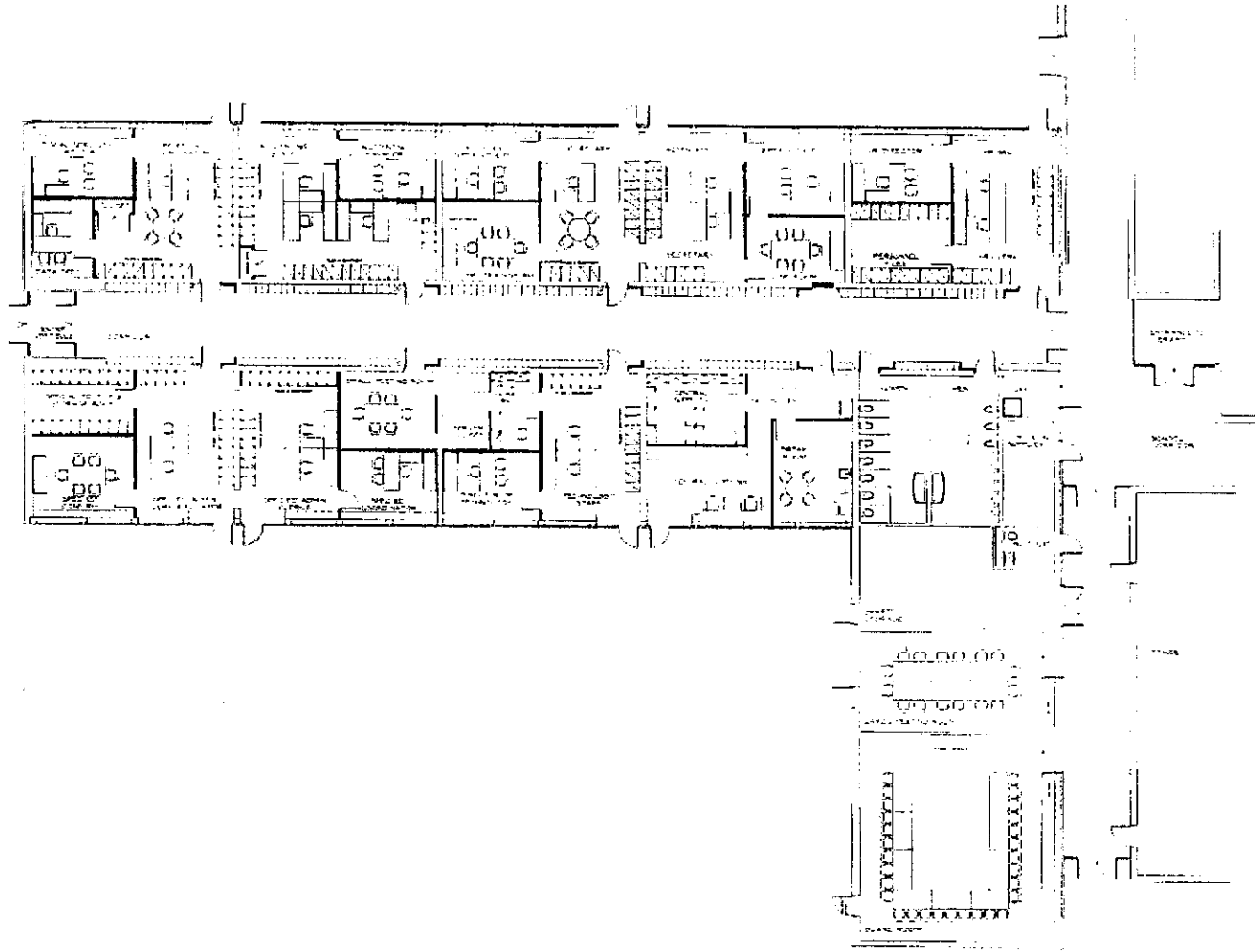
Alternates: Mrs. Alexandra Thomas  
Mr. David A. Lawson

GEORGE C. BUCKBEE  
TOWN CLERK

2011 JAN 31 P 4:09

NEW MILFORD, CT

Please Note: If the meeting takes place on the snow day, it will be deemed to be a special meeting, and, therefore, no additional items beyond those listed on the agenda may be considered by the sub committee.



OFFICE OF THE SUPERINTENDENT  
 JOHN PETTIBONE SCHOOL  
 2 PICKETT DISTRICT ROAD  
 NEW MILFORD, CT

TF-1  
 DATE: 11-15-66  
 SCALE: 1/8" = 1'-0"



STATE OF CONNECTICUT  
 DEPARTMENT OF EDUCATION  
 OFFICE OF THE SUPERINTENDENT

**PRELIMINARY ESTIMATED BUDGET OF CONSTRUCTION COST**

Job Name: New Milford School Offices  
 Job Address: 2 Pickett District Road, N. Milfd  
 Budget #: 10-169

SF: 12,342  
 Estimator:  
 Date: 12/7/2010

BASE ESTIMATE	TOTAL	\$/SF
Site		<< No Work >>
Sitework	\$0	\$0.00 / SFSITE
Site Improvements	\$0	\$0.00 / SFSITE
Site	\$0	\$0.00 / SFSITE
Building		
Demolition	\$44,000	\$3.57 / SF
Concrete	\$0	\$0.00 / SF
Masonry	\$10,000	\$0.81 / SF
Steel / Misc. Metals	\$15,000	\$1.22 / SF
Rough Carpentry / Framing	\$6,000	\$0.49 / SF
Millwork	\$38,000	\$3.08 / SF
Spray-on Fire Proofing	\$0	\$0.00 / SF
Waterproofing / Roofing	\$8,000	\$0.65 / SF
Doors / Frames / Hardware	\$35,000	\$2.84 / SF
Glazing / Canopies	\$9,000	\$0.73 / SF
Drywall	\$51,000	\$4.13 / SF
Acoustic Ceilings	\$53,000	\$4.29 / SF
Flooring and Base	\$42,000	\$3.40 / SF
Tile and Stone	\$10,000	\$0.81 / SF
Painting and Wall Covering	\$27,000	\$2.19 / SF
Specialties	\$12,000	\$0.97 / SF
Equipment	\$0	\$0.00 / SF
Vertical Transportation	\$0	\$0.00 / SF
Fire Protection	\$0	\$0.00 / SF
Plumbing	\$9,000	\$0.73 / SF
HVAC	\$293,000	\$23.74 / SF
Electrical	\$156,000	\$12.64 / SF
<b>Building</b>	<b>\$818,000</b>	<b>\$66.28 / SF</b>
<b>Site &amp; Building</b>	<b>\$818,000</b>	
Escalation	0.00% % \$818,000	\$0
Design Contingency	15.00% % \$818,000	\$122,700
CM / GC Compensation	10.00% % \$818,000	\$81,800
General Liability Insurance		<< w/ above >>
Building Permit		<< w/ above >>
A & E Fees / Soft Costs		<< By Owner >>
Builder's Risk Insurance		<< By Owner >>
<b>BASE ESTIMATE TOTAL</b>	<b>\$1,023,000</b>	<b>\$82.89 / SF</b>

**NOTE THE FOLLOWING QUALIFICATIONS AND INCLUSIONS:**

Projected time to complete from receipt of permit: **4 Months**

- This budget is based on Drawings titled, 'Office of the Superintendent', dated 10/18/2010, as prepared by EDA.
- This estimate assumes that all hazardous material and/ or environmental work shall be carried out by others.
- This estimate assumes the existing MEP Central Plant is existing to remain, sprinklers are not required, and the RTU shall be provisioned for cooling only.
- This estimate does not include Furniture / Fixtures / Equipment, or TelfData, Security or Audio / Vis Wiring.

LINE	DIV	ITEM	QUANTITY	UNIT	UNIT COST	TOTAL COST	SUBTOTAL	\$/SQ.FT.
0010	-01	GENERAL CONDITIONS					<< w/ Summary >>	
0020	-02	SITWORK					0	
0030		Subtotal -02-SITWORK					0	0.00
0040	-02	SITE IMPROVEMENTS / LANDSCAPING					0	
0050		Subtotal -02-SITE IMPROVEMENTS / LANDSCAPING					0	0.00
0060	-02	DEMOLITION/GEN. CONST.						
0070		Structural Demolition					<< assume not required >>	
0080		Selective Demolition					<< below >>	
0090		Selective Demolition Crew Study						
0100		Foreman	8	HRS	60.00		480	
0110		Laborer	40	HRS	55.00		2,200	
0120		Operator		<< none >>			0	
0130		Tools / Equipment	1	DAY	1,200		1,200	
0140		Disposals		<< separate cost >>			0	
0150		Subtotal Selective Demolition Crew Study	1	CRDAY	3,880		3,880	
0160		Selective Partition Removals	3.0	CRDAY	3,880		11,640	
0170		Remove Interior Flooring	3.0	CRDAY	3,880		11,640	
0180		Remove Doors	2.0	CRDAY	3,880		7,760	
0190		Disposals	10	CANS	550		5,500	
0200		Subtotal Selective Demolition	12.342	SF	2.02		24,900	
0210		MEP Demolition	2.0	CRDAY	3,880		7,760	
0220		Remove Bathroom Fixtures					<< assume existing to remain >>	
0230		Subtotal MEP Demolition	12.342	SF	0.63		7,760	
0240		Subtotal -02-DEMOLITION/GEN. CONST.					44,000	3.57
0250	-03	CONCRETE					<< assume not required. RE. Not in Scope >>	
0260		Subtotal -03-CONCRETE					0	0.00
0270	-04	MASONRY						
0280		Selective Masonry Patching at Doors	11	LOC	900.00		9,900	
0290		Subtotal -04-MASONRY					10,000	0.81
0300	-05	STEEL						
0310		Misc. Steel / Dunnage for RTU's	2	TONS	7,500		15,000	
0320		Subtotal -05-STEEL					15,000	1.22
0330	-06	ROUGH CARPENTRY						
0340		Misc. Wood Blocking	12,342	SF	0.50		6,171	
0350		Subtotal -06-ROUGH CARPENTRY					6,000	0.49
0360	-06	MILLWORK						
0370		Conference Room Base / Uppers / C-Top	16	LF	500.00		8,000	
0380		Board Room Base / AV Storage	17	LF	375.00		6,375	
0390		Board Room Trim Package	133	LF	35.00		4,655	
0400		Breakroom Base / Uppers / C-Top	12	LF	500.00		6,000	
0410		Copy Room Base / Uppers / C-Top	16	LF	500.00		8,000	
0420		Mailroom Base / Slots	8	LF	600.00		4,800	
0430		Subtotal -06-MILLWORK					38,000	3.08
0440	-07	SPRAY-ON FIRE PROOFING					<< assume not required >>	
0450		Subtotal -07-SPRAY-ON FIRE PROOFING					0	0.00
0460	-07	WATERPROOFING / ROOFING						
0470		Roofing / Penetrations for Ductwork / HVAC Equip	1	ALLOW	7,500		7,500	
0480		Subtotal -07-WATERPROOFING / ROOFING					8,000	0.65
0490	-08	DOORS, FRAMES, HARDWARE						
0500		Doors - Assm. Slain Grade Wd w/ HM Frames / HW	25	LVS	1,400		35,000	
0510		Installation Labor					<< w/ above >>	
0520		Subtotal -08-DOORS, FRAMES, HARDWARE					35,000	2.84
0530	-08	GLAZING						
0540		New Interior Glazing	80	SF	45.00		3,600	
0550		Aluminum Doors / Hardware	2	LVS	2,500		5,000	
0560		Subtotal -08-GLAZING					9,000	0.73
0570	-09	DRYWALL						
0580		New Drywall Partitions	4,190	SF	6.50		27,235	
0590		Furring / ADA Door Reframing	11	LOC	1,200		13,200	

LINE	DIV	ITEM	QUANTITY	UNIT	UNIT COST	TOTAL COST	SUBTOTAL	\$/SQ.FT.	
0600		Clerestory Soffit	218	LF	50.00	10,900			
0610		Subtotal -09-DRYWALL						51,000	4.13
0620		<b>-09-ACOUSTIC CEILINGS</b>							
0630		2x2 Acoustical Ceilings	11,688	SF	4.50	52,596			
0640		Subtotal -09-ACOUSTIC CEILINGS						53,000	4.29
0650		<b>-09-FLOORING</b>							
0660		VCT - Corridors	1,600	SF	2.00	3,200			
0670		Carpet / Carpet Tile	1,194	SY	30.00	35,807			
0680		Base	2,161	LF	1.50	3,242			
0690		Subtotal -09-FLOORING						42,000	3.40
0700		<b>-09 - TILE</b>							
0710		Bathroom Flooring Tile	528	SF	15.00	7,920			
0720		Base	162	LF	15.00	2,430			
0730		Bathroom Wall Tile							
0740		Subtotal -09 - TILE						10,000	0.81
0750		<b>-09-PAINT &amp; WALLCOVERING</b>							
0760		Paint New / Existing Partitions	26,810	SFW	1.00	26,810			
0770		Subtotal -09-PAINT & WALLCOVERING						27,000	2.19
0780		<b>-10-SPECIALTIES</b>							
0790		Bathroom Accessories							
0800		Office Misc. Specialties	1	ALLOW	2,500	2,500			
0810		Markerboards / Tackboards	24	EA	400.00	9,600			
0820		Subtotal -10-SPECIALTIES						12,000	0.97
0830		<b>-12-EQUIPMENT</b>							
0840		Subtotal -12-EQUIPMENT						0	0.00
0850		<b>-14-ELEVATORS</b>							
0860		Subtotal -14-ELEVATORS						0	0.00
0870		<b>-15-FIRE PROTECTION</b>							
0880		Subtotal -15-FIRE PROTECTION						0	0.00
0890		<b>-15-PLUMBING</b>							
0900		Central Plant							
0910		Fixtures							
0920		Breakroom Sink	1	EA	9,000	9,000			
0930		HC / Womens / Mens Fixtures							
0940		Domestic Water							
0950		Sanitary							
0960		Storm							
0970		Special Systems							
0980		Subtotal -15-PLUMBING						9,000	0.73
0990		<b>-15-HVAC</b>							
1000		Central Plant							
1010		Terminal Units							
1020		Cabinet Unit Heater at Entry	1	EA	2,500	2,500			
1030		Server Room Sup. Cooling	2	TON	5,000	10,000			
1040		Board Room Sup. Cooling	4	TON	5,000	20,000			
1050		Hydronic Distribution							
1060		Air Distribution							
1070		Exhaust Air Distribution							
1080		Air Distribution							
1090		Air Distribution Equipment							
1100		Zone 1 - South	5,874	SF					
1110		Cooling GSF / Ton	325	SF / TON					
1120		Air Handling Unit 1 - South	18	TONS	1,200	21,600			
1130		Zone 2 - North	6,467	SF					
1140		Cooling GSF / Ton	400	SF / TON					
1150		Air Handling Unit 1 - South	16	TONS	1,200	19,200			
1160		Installation	80	HRS	80.00	6,400			
xx		Subtotal Air Distribution Equipment						34	Ton
1170			363	SF / TON	1,388		47,200		
1180		Ductwork							

LINE	DIV	ITEM	QUANTITY	UNIT	UNIT COST	TOTAL COST	SUBTOTAL	\$/SQ.FT.
1190		Supply Air Ductwork	11,108	LBS	7.00	77,755		
1200		Insulation	4,999	SF	8.00	39,988		
1210		VAV Boxes				<< assume none >>		
1220		Return Air Ductwork	4,937	LBS	7.00	34,558		
1230		Exhaust Air Ductwork				<< assume existing to remain >>		
1240		Ductwork Accessories / Hangers / Curbs Etc	152,300	\$\$	0.20	30,460		
xx		Subtotal Ductwork	16,045	LBS	11.39		182,760	
			12,342	SF	14.81			
1250			1.30	LBS / SF		<< info only >>		
xx		Subtotal Air Distribution	12,342	SF	18.63		229,960	
1260		Controls	12,342	SF	2.25	27,770		
1270		Testing / Balancing	12,342	SF	0.25	3,086		
1280								
1290		<u>HVAC Comparison Study</u>		<u>MCC</u>	<u>Sub #1</u>	<u>Sub #2</u>		
1300		Central Plant	<< existing to remain >>	0	0	0		
1310		Terminal Units	32,500	32,000	40,000			
1320		Hydronic Distribution	<< existing to remain >>	0	0			
1330		Air Distribution	229,960	185,000	375,000			
1340		Controls	27,770	30,000	30,000			
1350		Testing / Balancing	3,086	3,000	3,000			
1360		Total	293,000	250,000	448,000			
1370		Total / SF	23.74	20.26	36.30			
1380								
1390		Subtotal -15-HVAC					293,000	23.74
1400		<b>-16-ELECTRICAL</b>						
1410		Central Plant				<< existing to remain >>		
1420		Power / Distribution	12,342	SF	1.00	12,342		
1430		Equipment Connection	12,342	SF	0.75	9,257		
1440		Lighting						
1450		Offices / Conf. / Bathrooms	10,742	SF	9.00	96,678		
1460		Corridors	1,600	SF	7.00	11,200		
1470		Fire Alarm	12,342	SF	1.50	18,513		
1480		Tel / Data - Rough in Only	12,342	SF	0.25	3,086		
1490		AV - Rough in Only	12,342	SF	0.25	3,086		
1500		Security - Rough in Only	12,342	SF	0.15	1,851		
1510		Subtotal -16-ELECTRICAL					156,000	12.64

Gross Area Takeoff

New Milford School Offices

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Date 12/7/10

	Area of Interest	Interior	Site
1st Floor	12,342	12,342	0
Basement	0	0	0
<hr/>			
<i>rangename</i>	<i>gsf</i>	<i>sect 1</i>	<i>sect 3</i>
Total	12,342	12,342	0

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut  
USE OF FACILITIES FEE SCHEDULE  
Effective, July, 201

1330  
Appendix 2

**Elementary and Intermediate Schools**

Org. Type	Classroom	Cafetoreum	Library	Fields	Kitchen	Gym, MPR
1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2	\$0.00	\$0.00	\$0.00	\$5.00	\$0.00	\$0.00
3	\$15.00	\$50.00	\$25.00	\$25.00	\$50.00	\$50.00
4	\$25.00	\$75.00	\$50.00	\$50.00	\$75.00	\$75.00
5	\$50.00	\$150.00	\$100.00	\$100.00	\$150.00	\$150.00

**Middle and High School**

Org. Type	Classroom	Cafeteria	Library	Fields	Kitchen	Gym	Arena	MPR	Theatre
1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2	\$0.00	\$0.00	\$0.00	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3	\$15.00	\$50.00	\$25.00	\$25.00	\$50.00	\$50.00	\$100.00	\$50.00	\$200.00
4	\$25.00	\$75.00	\$50.00	\$50.00	\$75.00	\$75.00	\$200.00	\$75.00	\$300.00
5	\$50.00	\$150.00	\$100.00	\$100.00	\$250.00	\$250.00	\$350.00	\$150.00	\$1000.00

**Utility Fees:**

(per event)		<u>Classroom</u>	<u>Gym</u>	<u>Cafeteria</u>	<u>Kitchen</u>	<u>Library</u>	<u>Theatre</u>
	Org. Type 1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Org. Type 2,3,4,5,6	\$ .00	\$15.00	\$15.00	\$ .00	\$ .00	\$2 .00
	A/C Charges where applicable	\$2 .00	\$ .00	\$ .00	\$2 .00	\$5 .00	\$1 .00

- Custodial overtime fees will be billed at \$3 .00 per hour Monday-Saturday, \$4 .00 per hour on Sundays.
- A.V. or Computer Tech. fees will be billed at \$35.00 per hour Monday-Saturday, \$45.00 per hour on Sundays.
- Cafeteria employee's services will be billed separately and in addition to any fees incurred by this permit.
- There will be a one time application fee of \$10.00 for groups in category 2.
- There will be a one time application fee of \$20.00 for groups in category 3.
- There will be a one time application fee of \$30.00 for groups in categories 4,5,6.
- There will be a flat rate fee of \$75.00 per use for the school piano or sound system.
- There will be a flat rate fee of \$70.00 per use for the school copier or for any audio visual equipment.
- There will be a flat rate fee of \$50.00 per use for school computer.



New Milford Board of Education  
 Facilities Sub-Committee  
 February 3, 2011

Lillis Administration Building, Room 2

GEORGE C. BUCKE  
 TOWN CLERK

2011 FEB - 7 P

NEW MILFORD

<b>Present:</b>	Mr. Daniel Nichols, Chairman
	Mr. Thomas Mc Sherry
	Mr. William Wellman
	Mr. Rodney Weinberg

GEORGE C. BUCKE  
 TOWN CLERK

2011

2011 FEB - 7 P 2:25

NEW MILFORD, CT

<b>Also Present:</b>	Dr. JeanAnn C. Paddyfote, Superintendent of Schools
	Mr. John Calhoun, Facilities Manager
	Dr. Maureen McLaughlin, Assistant Superintendent
	Mr. William Knipple, Energy Education Manager
	Mr. Gregg Miller, Director of Fiscal Services
	Mr. Daniel DiVito, Director of Information Technology

1.	<b>Call to Order</b> The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:30 p.m. by Mr. Nichols.	<b>Call to Order</b>
2.	<b>Public Comment</b> None	<b>No Public Comment</b>
3. 3.A.	<b>Discussion and Possible Action</b> <b>Energy Update</b> Presentation by Mr. Knipple. <ul style="list-style-type: none"> <li>The New Milford Public Schools Energy Education Program is in its fifth year of operation with goals to maintain comfort and safety in occupied areas while eliminating energy waste and save dollars. Mr. Knipple's update included measurement and verification methods with the use of software supplied by an independent company. Comparison between consumption in the base year and consumption in a savings year uses certain criteria i.e., changes in weather, building square footage, length of billing periods and other adjustments.</li> <li>Cost avoidance by year showed a total cost avoidance from 10/06 to 9/10 of almost one and a half million dollars. Mr. Knipple included cost avoidance by percentage by year and by building.</li> <li>Mr. Knipple acknowledged the district staff and John Calhoun and staff for support of the</li> </ul>	<b>Discussion and Possible Action</b> <b>Energy Update</b>

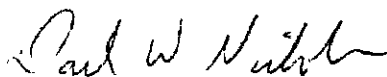
	<p>program.</p> <ul style="list-style-type: none"> <li>• Mr. Weinberg suggested this information be brought forward to the public in some format.</li> <li>• Mr. Mc Sherry noted that energy savings were actually instituted a few years before the inception of the current program. Also, Mr. Mc Sherry asked for updated KWH numbers.</li> </ul>	
<p>3.B.</p>	<p><b>East Street Move Proposal</b></p> <ul style="list-style-type: none"> <li>• Mr. John Calhoun presented a preliminary estimated budget for construction costs to move the central office to a wing at John Pettibone School. The cost estimate is between \$82-\$83 per square foot or just over a million dollars not including the costs associated with moving the technology fiber optics, and other technology hardware.</li> <li>• Mr. Wellman asked why the extensive renovation.</li> <li>• Mr. Calhoun replied the proposal includes what needs to be done to meet the needs of the central office and building codes for Americans with Disabilities Act (ADA) compliance.</li> <li>• When asked by Mr. Weinberg for an estimate of the cost of the technology move, Mr. Daniel DiVito, Director of Information Technology, replied with a rough ballpark estimate of \$20,000 to get the system operational and set up properly.</li> <li>• Mr. Wellman noted the extreme cost for plumbing and asked if it was related to air conditioning.</li> <li>• Mr. Calhoun explained John Pettibone School has no air conditioning which is needed with the central office open year round. Also, Mr. Calhoun noted the building has no hot water that goes throughout the building. When asked by Mr. Wellman if other schools were air conditioned, Mr. Calhoun answered that certain areas of Schaghticoke and Northville are air</li> </ul>	<p><b>East Street Move Proposal</b></p>

	<p>conditioned; Sarah Noble and the high school are fully air conditioned.</p> <ul style="list-style-type: none"> <li>• A further discussion ensued on the use of window or wall air conditioning units to which Mr. Calhoun commented the need for the upgrading of the electrical system with any upgrades.</li> <li>• Mr. Wellman asked what happened to a bare bones move for the central office to save money.</li> <li>• Mr. Mc Sherry commented no matter the price, there is a need to know the cost of staying in this location. Mr. Mc Sherry further commented he would not want to see a bare bones renovation. The Board needs to look at the big picture; this building is a Town building; what can be done to make this building more efficient; are there other uses that would make this building more valuable. If John Pettibone is renovated it should be for the rest of the building not just the wing.</li> <li>• Mr. Calhoun noted the cost to run East Street is \$100,000 annually with no repairs, no renovation. Replacing windows has been discussed. Over a five year period the boiler could be replaced which was installed in the 90s. Also, there are many things in the capital plan that can be done throughout the district that would be cost savings.</li> <li>• Mr. Calhoun commented on consideration of the use of natural gas at this building that could run air conditioning and heating.</li> </ul>	
<p>3.C.</p>	<p><b>Snow Removal Update</b></p> <ul style="list-style-type: none"> <li>• Mr. Calhoun reported the staff has put in time and effort to keep buildings open and make them safe; parking lots are not designed for this snow load and the necessary equipment for snow removal is not available. Mr. Calhoun thanked the staff for their effort; this winter will have an impact on the equipment account and salary account. Mr. Zarba, NM Director of Public Works, applied to the Federal Emergency</li> </ul>	<p><b>Snow Removal Update</b></p>

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	<p>Management Agency (FEMA) for reimbursement for snow removal for both the Town and the District.</p> <ul style="list-style-type: none"> <li>Mr. Calhoun explained the staff has concentrated on the roofs of the buildings, particularly the flat roofs to keep drains open. This is a continuing process to remove weight from roofs.</li> </ul>	
<p>3.D.</p>	<p><b>Annual Use of Buildings Fee Schedule Review</b></p> <ul style="list-style-type: none"> <li>Mr. Calhoun explained the proposed fee schedule commencing July 1, 2011. No increase in rental fees is recommended. Utility fees will be increased based on usage for outside groups paying for use of facilities. This is a one time fee trying to recapture heating and electricity costs. School piano, sound system, copiers and computers have flat rate fees.</li> </ul> <p>Mr. Mc Sherry moved to send the Annual Use of Buildings Fee Schedule to the full Board for approval. Mr. Weinberg seconded the motion which passed unanimously.</p> <p>In favor: Mr. Mc Sherry, Mr. Nichols, Mr. Wellman        Mr. Weinberg</p>	<p><b>Annual Use of Buildings Fee Schedule review</b></p> <p><b>Motion made and passed unanimously to bring Annual Use of Buildings Fee Schedule to the full Board for approval.</b></p>
<p>4.</p>	<p><b>Adjourn</b></p> <p>Mr. Mc Sherry moved to adjourn the meeting at 7:26 p.m., seconded by Mr. Weinberg. Motion passed unanimously.</p> <p>In favor: Mr. Mc Sherry, Mr. Nichols, Mr. Wellman        Mr. Weinberg</p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 7:26 p.m.</b></p>

Respectfully submitted,



**Daniel W. Nichols, Chairman**  
 Facilities Sub-Committee

DEPARTMENT OF MAINTENANCE  
DISTRICTWIDE BUILDING INFORMATION

School:	Hill & Plain	Northville	Pettibone	Sarah Noble	Schaghticoke	High School
Year of Original Construction:	1967	1982	1955	1962	1973	2000
Last Major Renovation:	1993	1993	1993	2001	1993	N/A
Total Square Footage:	69,975	80,224	73,817	178,450	143,576	300,000
Number of floors:	1	1	1	2	2	3
Number of General Classrooms:	34	34	34	63	58	84
Optimal Building Capacity:	720	720	720	1350	1200	1600
Projected Student Enrollment:	453	435	359	1026	687	1389
Projected Staff Occupancy:	58.41	51.75	49.15	116.45	81.29	148.10
Number of Gymnasiums:	1	1	1	1-Gym/1-Other	1-Gym/2-Other	2-Gym/2-Other
Number of Athletic Fields:	1 Recreation	1 Recreation	2 Recreation	3 Recreation	2-Fall/2-Spring	4-Fall/6-Spring
Number of Playgrounds:	1	2	2	1	N/A	N/A
Total Site Acreage:	27.00	36.50	16.40	25.00	53.50	45.60
Parking Lot Capacity:	135	129	124	224	145	613
Groundskeepers Assigned to Facility:	0.50	0.50	0.50	0.50	0.50	2.00
Maintainers Assigned to Building:	0.50	0.50	0.50	1.00	0.50	1.00
Custodians Assigned to Building:	4.00	4.00	4.00	7.50	6.00	9.00
Number of Boilers:	2	2	2	2	2	2
Fuel Source:	#2 Oil	#2 Oil	Gas/#2 Oil	Gas/#2 Oil	#2 Oil	Gas/#2 Oil
Cooling Type:	Split	Split	Split/RTU	RTU/Chiller	Split/Chiller	Chiller
% of Building Cooled:	10%	10%	10%	100%	40%	100%

**New Milford Public Schools  
Cost Avoidance Items  
of Closing an Elementary School  
10 years forward**

Description	Assumptions	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Roof-JPS	One Time Capital				\$1,388,498						
New Boiler-JPS	One Time Capital	\$295,000									
Asphalt seal/paving-JPS	One Time Capital	\$55,000									
Alarm-JPS	One Time Capital	\$34,000									
Security Upgrades-JPS	One Time Capital	\$119,000									
Salary	Recurring-Use 2%	\$654,998	\$668,098	\$681,460	\$695,089	\$708,991	\$723,171	\$737,634	\$752,387	\$767,435	\$782,783
Fringe	Recurring-Use 5%	\$188,793	\$198,233	\$208,144	\$218,552	\$229,479	\$240,953	\$253,001	\$265,651	\$278,933	\$292,880
Natural Gas	Recurring-Use 5%	\$46,222	\$47,483	\$49,857	\$52,350	\$54,968	\$57,716	\$60,602	\$63,632	\$66,813	\$70,154
Electric	Recurring-Use 5%	\$48,713	\$51,149	\$53,706	\$56,391	\$59,211	\$62,172	\$65,280	\$68,544	\$71,971	\$75,570
Telephones	Recurring-Use 2%	\$2,183	\$2,227	\$2,271	\$2,317	\$2,363	\$2,410	\$2,458	\$2,508	\$2,558	\$2,609
Building & grounds repair	Recurring-Use 2%	\$27,073	\$27,614	\$28,167	\$28,730	\$29,305	\$29,891	\$30,489	\$31,098	\$31,720	\$32,355
Maint-supplies	Recurring-Use 2%	\$13,933	\$14,212	\$14,496	\$14,786	\$15,082	\$15,383	\$15,691	\$16,005	\$16,325	\$16,651
Water	Recurring-Use 2%	\$8,175	\$8,339	\$8,505	\$8,675	\$8,849	\$9,026	\$9,206	\$9,391	\$9,578	\$9,770
Sewage	Recurring-Use 2%	\$2,324	\$2,370	\$2,418	\$2,466	\$2,516	\$2,566	\$2,617	\$2,670	\$2,723	\$2,777
Refuse	Recurring-Use 2%	\$8,000	\$8,160	\$8,323	\$8,490	\$8,659	\$8,833	\$9,009	\$9,189	\$9,373	\$9,561
	<b>Totals:</b>	<b>\$1,502,414</b>	<b>\$1,027,884</b>	<b>\$1,057,348</b>	<b>\$2,476,344</b>	<b>\$1,119,422</b>	<b>\$1,152,120</b>	<b>\$1,185,988</b>	<b>\$1,221,074</b>	<b>\$1,267,430</b>	<b>\$1,295,110</b>
											<b>\$13,295,135</b>

## JPS/LILLIS BUILDING CAPITAL NEEDS

### JOHN PETTIBONE FUTURE CAPITAL EXPENSES

Item	Details	Projected Cost	Estimated Time
2 Boilers	The boilers were installed in the early 1990. Boilers have a life expectancy of 25-30 years.	\$295,000	Within 5 years
Roof	The roof is well past warranty and was on the list to be replaced once we finished the work at SMS. We have estimated the cost based on the similarities and cost estimates of Schaghticoke.	\$1,388,500	Within 10 years
Oil Tank	Oil tank needs to be replaced with above ground unit.	\$145,000	Within 12 years
Fire Alarm	The Fire Alarm system is nearing obsolescence and needs to be replaced.	\$52,000	Within 2 years
Parking Lot	The parking lot needs to be resurfaced/repaved.	\$68,000	Within 7 years
Windows	Although the windows work, long term use of the building would require that a third of the windows would need replacement.	\$118,000	Within 10 years
	<b>Total Estimated Cost</b>	<b>\$2,066,500</b>	

### LILLIS ADMINISTRATION BUILDING FUTURE CAPITAL EXPENSES

Item	Details	Projected Cost	Estimated Time
1 Boiler	The boiler was installed in the early 1990. Boilers have a life expectancy of 25-30 years.	\$160,000	Within 5 years
Oil Tank	Oil tank needs to be replaced with above ground unit.	\$145,000	Within 12 years
Cuppola	The cuppola is in disrepair and needs to be replaced.	\$30,000	Within 5 years
Electric	The electrical system should be upgraded to support any new technologies or building systems	\$385,000	Within 5 years
Foundation	The southeast side of the building should to have underpinning performed to prevent future cracking.	\$85,000	Within 10 years
Elevator	Currently there is no handicapped access to the 2nd floor. If the CO remains in the building, we would recommend putting in an elevator to provide access to the 2nd floor.		
	<b>Total Estimated Cost</b>	<b>\$805,000</b>	

LILLIS ADMIN BUILDING CIP PROJECTS							FUTURE			
		2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
PROJECT NAME	WINDOW REPLACEMENTS		\$115,000	\$45,000						
	CONCRETE REPAIRS FRON STAIRS/WALK		\$10,100							
	UPGRADE ELECTRICAL SYSTEM	\$68,000								
	SPLIT SYSTEM A/C UNITS	\$21,500								
	CARPET REPLACEMENT		\$36,500			\$36,200				
	INTERIOR DOOR REPLACEMENTS			\$37,500						
	UPGRADE HEATING SYSTEM/BOILER				\$149,510					
	UPGRADE ELECTRICAL SYSTEM								\$389,000	
	ALARM PANEL REPLACEMENT & SMOKE DET HEAD REPL.									\$38,500
		<b>TOTAL</b>	<b>\$89,500</b>	<b>\$161,600</b>	<b>\$82,500</b>	<b>\$149,510</b>	<b>\$36,200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



Facilities Sub-Committee Report  
BOE Regular Meeting - September 13, 2016

Ideas summarizing Mayor's update to Facilities Sub-Committee on September 6, 2016 regarding possible move of Central Office from East Street to JPS:

1. BOE can design the space.
2. Town side will pay for the project.
3. BOE can select the area at JPS it will be in.
4. Mayor accepted the idea of a Project Manager other than the current Facilities Manager Kevin Munrett.
5. Time frame is now flexible - - possible project can wait a year.
6. BOE will need to release the building. The East Street building is not being listed currently.
7. Mayor will work with an ad hoc committee for the purpose of designing the space if we wish.
8. BOE will be responsible to maintain our space.
9. Mayor agreed to our own security system for BOE section.
10. Mayor said will eventually pave the parking lot.
11. Other



NEW Milford Public Schools  
Office of Fiscal Services  
50 East Street  
New Milford, Connecticut 06776

## MEMORANDUM

**TO:** Joshua D. Smith, Superintendent  
**FROM:** Anthony J. Giovannone, Director of Fiscal Services and Operations  
**Date:** September 13, 2016  
**RE:** Bid AWARD #E-09-09-016 – Medical Advisor 2016.2017

The bid packet for the Medical Advisor was mailed to eight (8) separate providers and also ran as a legal notice in the newspaper on Friday September 2, 2016. On Friday, September 9, 2016, at 2:00 PM the bids for the Medical Advisor to the district for the 2016/2017 school year were opened at the Business Office and there was only one (1) bidder:

- Bidder #1 – Dr. Evan Hack MD, FAAP
  - \$5,000.00 with an additional \$100.00 per hour worked over the 5 hours per month.

The following is the scope of work from the bid:

- *Advising the District on health related policies and procedures concerning staff, students and the school health environment.*
- *Consult with school nurses regarding individual emergency care plans for students.*
- *Administer Hepatitis B vaccine to eligible staff (District will pay cost of the vaccine).*
- *Meet with nursing staff to discuss timely issues and develop plans to address any concerns.*
- *Review and sign all standing student medical orders.*

I am recommending to the Board that they award this bid to Dr. Evan Hack MD, FAAP. He has served as the district medical advisor for several years and has an excellent working relationship with the school nursing staff. He is also a member of the Connecticut Chapter of the American Academy of Pediatrics' School Health Committee.

I will be glad to discuss this at the Regular Board meeting on September 13, 2016 to answer any and all questions regarding this decision.

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



### SUMMARY BY MOC (MAJOR OBJECT CODE)

RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	28,752,211	0	28,752,211	439,713	27,079,662	1,232,837	95.71%
100'S	SALARIES - NON CERTIFIED	9,375,406	0	9,375,406	684,052	6,451,211	2,240,144	76.11%
200'S	BENEFITS	9,649,146	0	9,649,146	1,992,234	4,843,629	2,813,283	70.84%
300'S	PROFESSIONAL SERVICES	3,403,301	3,100	3,406,401	504,279	1,564,158	1,337,964	60.72%
400'S	PROPERTY SERVICES	866,089	1,541	867,630	123,396	519,765	224,469	74.13%
500'S	OTHER SERVICES	8,019,525	0	8,019,525	509,202	3,201,748	4,308,574	46.27%
600'S	SUPPLIES	2,718,748	-7,041	2,711,707	306,248	1,674,314	731,145	73.04%
700'S	CAPITAL	606,847	2,400	609,247	50,493	94,284	464,471	23.76%
800'S	DUES AND FEES	86,036	0	86,036	37,632	15,404	33,000	61.64%
900'S	REVENUE	-1,790,649	0	-1,790,649	-605	0	-1,790,044	0.03%
<b>GRAND TOTAL</b>		<b>61,686,660</b>	<b>0</b>	<b>61,686,660</b>	<b>4,646,644</b>	<b>45,450,198</b>	<b>11,592,008</b>	<b>81.21%</b>

### SALARIES - NON CERTIFIED BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	518,527	0	518,527	1,409	7,822	509,296	1.78%
51201	SALARIES - NON CERT - PARA EDUCATORS	1,943,894	0	1,943,894	15,177	1,589,073	339,645	82.53%
51202	SALARIES - NON CERT - SUBSTITUTES	858,200	0	858,200	30	17,434	840,736	2.04%
51210	SALARIES - NON CERT - SECRETARY	2,004,229	0	2,004,229	229,281	1,676,326	98,623	95.08%
51225	SALARIES - NON CERT - TUTORS	329,081	0	329,081	3,152	0	325,929	0.96%
51240	SALARIES - NON CERT - CUSTODIAL	1,906,093	0	1,906,093	262,436	1,639,194	4,463	99.77%
51250	SALARIES - NON CERT - MAINTENANCE	976,839	0	976,839	123,986	737,257	115,596	88.17%
51285	SALARIES - NON CERT - TECHNOLOGY	442,941	0	442,941	45,749	391,335	5,858	98.68%
51336	SALARIES - NON CERT - NURSES	395,602	0	395,602	2,832	392,770	0	100.00%
<b>TOTAL</b>		<b>9,375,406</b>	<b>0</b>	<b>9,375,406</b>	<b>684,052</b>	<b>6,451,211</b>	<b>2,240,144</b>	<b>76.11%</b>

### BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	632,405	0	632,405	50,872	0	581,533	8.04%
52201	BENEFITS - MEDICARE	520,843	0	520,843	16,398	0	504,445	3.15%
52300	BENEFITS - UNEMPLOYMENT COMP	800,025	0	800,025	800,025	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	45,000	0	45,000	1,260	43,740	0	100.00%
52810	BENEFITS - HEALTH INSURANCE	6,732,477	0	6,732,477	1,107,309	4,615,529	1,009,640	85.00%
52820	BENEFITS - DISABILITY INSURANCE	94,236	0	94,236	7,748	86,488	0	100.00%
52830	BENEFITS - LIFE INSURANCE	102,744	0	102,744	8,621	94,123	0	100.00%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	721,416	0	721,416	0	3,750	717,666	0.52%
<b>TOTAL</b>		<b>9,649,146</b>	<b>0</b>	<b>9,649,146</b>	<b>1,992,234</b>	<b>4,843,629</b>	<b>2,813,283</b>	<b>70.84%</b>