

**New Milford Board of Education
Policy Sub-Committee Minutes
March 18, 2014
Lillis Administration Building, Room 2**

Present: Mrs. Angela C. Chastain
Mr. David A. Lawson
Mr. Dave Littlefield
Mrs. Wendy Faulenbach, alternate

Absent: Mr. David R. Shaffer

Also Present: Dr. JeanAnn Paddyfote, Superintendent of Schools
Mr. Gregg Miller, Director of Fiscal Services
Ms. Ellamae Baldelli, Director of Human Resources
Mr. John Calhoun, Facilities Manager
Mr. Joseph Olenik, Assistant Facilities Manager

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NEW MILFORD, CT



1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mrs. Chastain. Mrs. Faulenbach was seated in the absence of Mr. Shaffer.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> None 	Public Comment
3.	Discussion and Possible Action	Discussion and Possible Action
A.	Policy Recommended for Revision:	A. Policy Recommended for Revision:
1.	Policy 1250 Visits to the Schools <ul style="list-style-type: none"> Mrs. Chastain said this policy was being considered for review following rework by counsel based on Committee input. She said the Committee could recommend the suggested changes or make no changes. In that case, the policy would stay as it is currently written. Mr. Littlefield asked why the last line regarding visitor sign in was crossed out. Dr. Paddyfote said the schools no longer use a sign in book because visitors are signed in electronically through Raptorware. Dr. Paddyfote said this policy had already been reviewed twice so if the Committee wished to 	1. Policy 1250 Visits to the Schools

	<p>send the changes forward to the Board it could go for approval versus first review.</p> <p>Mr. Littlefield moved to bring Policy 1250 to the full Board for approval. Motion seconded by Mr. Lawson.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring Policy 1250 to the full Board for approval.</p>
<p>4. A.</p>	<p>Items of Information Follow up on Policy 3542.45 Vending Machines</p> <ul style="list-style-type: none"> • Mr. Miller had sent a memo to the Board following up on questions asked previously. The memo and attachments contained location of machines, a resolution regarding vending from 2004, and a history of the Pepsi agreement which ended in 2009. Mr. Miller said the Food Services department receives small residuals, last year totaling approximately \$3000. He said there is one vending machine in the Athletic hallway that was donated by the Booster Club which is separate from Food Services; it is the only machine we own. • Mr. Littlefield said since the Pepsi agreement was so profitable would it be possible to start a new one. Mr. Miller said Pepsi is not interested based on current volume which has declined due to restrictions of the healthy food program. • Mr. Lawson asked how much revenue the Athletic vending machine brings in. Mr. Miller said prices are kept low as a service to athletes and others. He estimated revenue of \$500 last year. • Mr. Lawson asked where the revenue goes and what line item. Mr. Miller said it goes back into the Athletic program 3210. • Mrs. Faulenbach asked if the revenue went back to Athletics because it was originally a Booster Club donation and Mr. Miller said yes. • Mr. Lawson asked if the schools still had snack trucks that visited. Dr. Paddyfote said no, that if one is reported they track the vendor down to say it is not allowed. 	<p>Items of Information A. Follow up on Policy 3542.45 Vending Machines</p>

<p>B.</p>	<p>Follow up on Regulation 3152 Spending Public Funds for Advocacy</p> <ul style="list-style-type: none"> • Dr. Paddyfote said this was a follow up with counsel to a question regarding the use of the district newsletter to discuss budget. Counsel states that the newsletter can publicize the time, date and location of the referendum in regularly published electronic newsletters, nothing more. Counsel also says the district should continue its current practice of removing the proposed BOE budget from the district website once the referendum has been set. Dr. Paddyfote said new legislation prohibits any kind of automated call as well. • Mr. Littlefield asked if the actual budget for next year can be put up on the website when the proposed budget is removed. Dr. Paddyfote said there is no actual budget until after referendum approval and Board adjustments are made. 	<p>B. Follow up on Regulation 3152 Spending Public Funds for Advocacy</p>
<p>C.</p>	<p>School Security and Safety Plans</p> <ul style="list-style-type: none"> • Dr. Paddyfote distributed copies of the district's current emergency response manual. Following the Newtown tragedy, the State has formed a committee that is making recommendations for extensive school security and safety plans. They have drafted standards requiring each district to have a comprehensive plan for each school by July 1st of this year. The template for each school plan is currently 125 pages in length. • Mr. Calhoun said the standards require teamwork with many outside agencies and first responders and extensive staff training at all levels. The district is fortunate in that it has many of the security requirements in place already. Security drills are practiced on a regular basis and facility improvements regarding security have been on-going. • Mr. Littlefield asked if there was someone in house to spearhead the effort or if someone would need to be brought in. Dr. Paddyfote 	<p>C. School Security and Safety Plans</p>

	<p>said Mr. Olenik has experience with these types of plans in the past so she would be looking to him but that it was going to be an extremely time consuming endeavor.</p> <ul style="list-style-type: none">• Mrs. Faulenbach asked if this plan would be required of all districts and Dr. Paddyfote said yes. The deadline may be extended since standards are not complete from the state.• Mr. Littlefield asked about the consequences if deadlines are not met and Mr. Calhoun said the state could withhold funding.• Dr. Paddyfote said at this point this is an item of information with more to come. In the end, it will improve security for our schools which is a very good thing.	
5.	<p>Adjourn</p> <p>Mrs. Faulenbach moved to adjourn the meeting at 7:22 p.m. seconded by Mr. Littlefield and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:22 p.m.</p>

Respectfully submitted:



Angela C. Chastain, Chairperson
Board of Education