

**New Milford Board of Education
 Operations Sub-Committee
 June 5, 2007
 Lillis Administration Building – Room 2**

Present:	*Dr. Lisa Diamond
	*Mr. Joseph Failla
	*Mr. David A. Lawson
	*Mrs. Julie Turk
	*Mr. Joseph Vita
	*Mr. Tom McSherry
	Mrs. Wendy Faulenbach, Board Chairperson

Also Present:	Dr. JeanAnn Paddyfote, Superintendent
	Mr. Thomas Mulvihill, Assistant Superintendent
	Mr. Thomas Corbett, Director of Operations
	Mr. John Turk, Director of Fiscal Services
	Mrs. Adele Johnson, Supervisor of Special Education
	Mr. David Elmore, Director of Technology
	Mr. John Calhoun, Director of Facilities
	Mr. Leo Rogozo, Assistant Facilities Manager
	Mr. John Lee, NMHS Assistant Principal & Dir. Of Adult Ed.

*Sub-Committee Member

1.	Dr. Diamond called the meeting to order at 7:31 p.m.	Call to Order
2.	There was no public comment.	Public Comment
3.	Discussion and Possible Action Dr. Diamond moved Item 3.C to the first item of discussion in order to accommodate Mr. Lee who was present to speak to that item.	Discussion and Possible Action
3C.	Perkins Grant <ul style="list-style-type: none"> • Mr. Lee noted that the grant will provide for the continuation of activities that are funded this year. • Mr. Lee explained that many students can take courses which earn credits through Naugatuck Valley Community College. <p>Motion made by Mr. McSherry: Move to bring the Perkins Grant to the full Board for approval. Seconded by: Mrs. Turk</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Vita, Mrs. Turk Nay: Abstain:</p> <p>Motion Passed – Unanimously</p>	Motion made and passed to bring the Perkins Grant to the full Board for approval.

<p>3.A</p>	<p>Exhibit A</p> <p>Motion made by Mrs. Turk: Move to bring Exhibit A, as recommended by the Superintendent, to the full Board for approval. Seconded by: Mr. Failla</p> <p>Discussion: Dr. Paddyfote noted that there will be a revised schedule provided to the Board on June 12, 2007 with updated information.</p> <p>Mr. Lawson stated that he would recuse himself from the vote.</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Vita, Mr. McSherry, Mrs. Turk Nay: Abstain: Recused: Mr. Lawson</p> <p>Motion Passed – 5-0-0 (Mr. Lawson – recused himself)</p>	<p>Motion made and passed to bring Exhibit A, as recommended by the Superintendent, to the full Board for approval</p>
<p>3.B</p>	<p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Purchase Resolution D-601 <ul style="list-style-type: none"> • There was no discussion on the purchase resolution. 2. Request for Transfers <p>Discussion:</p> <ul style="list-style-type: none"> • Mrs. Turk questioned the reason for transfers into object codes that have adequate funds to cover the expenses. Mr. Corbett responded that although the total object has funds, the individual school funding code does not have the funds. Thus, in order to have an accurate account of school based programs and services, a transfer must be made. Dr. Paddyfote noted that during the budget development process it is important to look at the historical trends for each school and it is necessary that all expenses are charged to the proper object and cost center. • Mr. Lawson commented on how few transfers there are when considering how far in advance a budget is developed. 3. Budget Position as of 5/31/07 <p>Discussion: Dr. Paddyfote explained that there is a favorable</p> 	<p>Purchase Resolution</p> <p>Request for Transfers</p> <p>Budget Position as of 5/31/07</p>

	<p>balance for the following reasons:</p> <ul style="list-style-type: none"> • Staffing – Replacement staff salaries were lower than the staff that retired or left the district. • Utilities – Approximately \$261,000 was saved in this account. The district realized a significant savings with the change from oil to gas. • Transportation – Extra time charges have been reduced and funds have been saved on special education transportation. <p>Motion made by Mr. McSherry: Move to bring the monthly reports to the full Board for approval. Seconded by: Mr. Failla</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Vita, Mrs. Turk Nay: Abstain:</p> <p>Motion Passed – Unanimously</p>	<p>Motion made and passed to bring the monthly reports to the full Board for approval</p>
<p>3.D</p>	<p>Gifts and Donations 1. Exhibit B: PTO</p> <p>Motion made by Mr. Failla: Move to bring Exhibit B to the full Board for approval. Seconded by: Mr. McSherry</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Vita, Mrs. Turk Nay: Abstain:</p> <p>Motion Passed – Unanimously</p>	<p>Motion made and passed to bring Exhibit B to the full Board for approval.</p>
<p>3.E</p>	<p>John J. McCarthy Observatory Annual Report Discussion:</p> <ul style="list-style-type: none"> • Board members acknowledged the collaborative partnership between the observatory and the New Milford Public Schools. 	<p>John J. McCarthy Observatory Annual Report</p>
<p>3.F</p>	<p>Authorization for the Superintendent to accept resignations and make appointments from June 13, 2007 through August 31, 2007.</p>	

<p>3.G</p>	<p>Authorization for the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 13, 2007 through August 31, 2007.</p> <p>Discussion: Dr. Paddyfote noted that these authorizations are needed to continue the operation of the school district during the summer months.</p> <p>Motion made by Mr. Failla: Move to authorize the Superintendent to accept resignations and make appointments from June 13, 2007 through August 31, 2007 and to authorize the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 13, 2007 through August 31, 2007. Seconded by: Mr. Lawson</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Vita, Mrs. Turk Nay: Abstain:</p> <p>Motion Passed – Unanimously</p>	<p>Motion made and passed to authorize the Superintendent to accept resignations and make appointments from June 13, 2007 through August 31, 2007 and to authorize the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 13, 2007 through August 31, 2007</p>
<p>3.H</p>	<p>Extra-curricular Stipends</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Dr. Paddyfote reported that the Board will be asked to vote on Revised Appendix B as per the Draft Report of the Stipend Committee. • Appendix B has been revised based on the direction given to the administration at the May Operations’ Committee meeting, which was to include the activities associated with the band such as color guard, winter guard, etc. • This item will be brought to the full Board at the June 19th special meeting 	<p>Update on the Extra-curricular Stipends</p>
<p>3.I</p>	<p>Standard for Determining Indigence</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Dr. Paddyfote explained that the district has been using the guidelines for the free and reduced lunch program when it has been necessary to determine if families need financial assistance for field trips, Excel Inclusion tuition, or other student activities. 	<p>Standard for Determining Indigence</p>

	<ul style="list-style-type: none"> • The town does not have a standard for determining indigence. • The criteria for determining household income will be updated annually based on the information provided by the U.S. Department of Agriculture. <p>Motion made by Mr. Lawson: Move to bring the standard for determining indigence to the full Board for approval. Seconded by: Mr. McSherry</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Vita, Mrs. Turk Nay: Abstain:</p> <p>Motion Passed – Unanimously</p> <p>Mr. Vita left the meeting at 8:50 p.m.</p>	<p>Motion made and passed to bring the standard for determining indigence to the full Board for approval</p>
<p>3.J</p>	<p>2007-08 Budget Adjustments</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Dr. Paddyfote explained that the practice has been for the Superintendent to prepare a list of proposed budget adjustments and enclose it in the Board packet for the meeting when the adjustments are made to next year’s budget. • Some Board members expressed a desire to provide input prior to the Superintendent releasing her proposed list of budget adjustments to the Board • These were some of the suggestions given to the superintendent: <ul style="list-style-type: none"> ▪ Keep in mind the requests for SNIS, e.g., the Art teacher. ▪ Look at staffing across the schools and bring needed changes up or down to the Board. ▪ Provide the Board with the latest teacher enrollments for Schaghticoke Middle School and New Milford High School. 	<p>2007-08 Budget Adjustments</p>
<p>3.K</p>	<p>2006-07 Year-End Balance Designation</p> <p>Discussion:</p> <ul style="list-style-type: none"> • The year-end balance is favorable because of staff attrition and replacements as well as efficiencies in 	<p>2006-07 Year-End Balance Designation</p>

	<p>utilities, transportation, and benefits.</p> <ul style="list-style-type: none"> • The administration enclosed in the Operations’ packet a list of items and projects that can be accomplished prior to the year-end closeout. A back-up list of additional projects was distributed to the committee. • The consensus of the committee is to have the administration proceed with the items and projects on the lists. 	
4.	<p>Items of Information</p> <p>A. Update on Electricity Lock-In - No Discussion B. Pandemic Exercise - No Discussion</p>	Items of Information
5.	<p>Adjourn</p> <p>Motion made by Mr. Lawson: Move that the Operations Sub-Committee adjourn. Seconded by: Mr. McSherry</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mrs. Turk Nay: Abstain:</p> <p>Motion Passed – Unanimously</p> <p>The Operations Sub-Committee adjourned at 9:08 p.m.</p>	Motion made and passed to adjourn

Respectfully submitted,

Wendy Faulenbach,
 Board Chairperson