

**New Milford Board of Education  
 Special Meeting Minutes  
 December 8, 2020  
 Via Zoom Virtual Meeting**

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| <b>Present:</b> | Mrs. Angela C. Chastain<br>Mrs. Wendy Faulenbach<br>Mr. Pete Helmus<br>Mr. Brian McCauley<br>Mrs. Tammy McInerney<br>Mrs. Cynthia Nabozny<br>Mrs. Olga I. Rella | RECEIVED<br>TOWN CLERK<br>2020 DEC 10 A 8:15 |
| <b>Absent:</b>  | Mr. Joseph Failla<br>Mrs. Eileen P. Monaghan  |  |

NEW MILFORD, CT

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| <b>Also Present:</b> | Ms. Alisha DiCorpo, Interim Superintendent<br>Mr. Anthony Giovannone, Director of Operations and Fiscal Services<br>Mrs. Laura Olson, Director of Pupil Personnel and Special Services<br>Mr. Kevin Munrett, Director of Facilities<br>Mr. Brandon Rush, Director of Technology |
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| <b>1.</b> | <b>Call to Order</b><br>The special meeting Board Workshop of the New Milford Board of Education was called to order at 5:04 p.m. by Mrs. Chastain via Zoom.   | <b>Call to Order</b>  |
| <b>2.</b> | <b>Presentation</b><br><br><b>A. 2021-22 Budget Topics</b> <ol style="list-style-type: none"> <li><b>1. Enrollment Projections</b></li> <li><b>2. COVID Budget</b></li> </ol> <ul style="list-style-type: none"> <li>• Ms. DiCorpo said this presentation takes a look at enrollment projections and the proposed COVID budget for next fiscal year. The district administration has spent a lot of time reviewing traditional enrollment numbers and the effect COVID has had on current numbers. These factors will inform the Superintendent's Proposed budget for 2021-22.</li> <li>• Mr. Giovannone said enrollment numbers are typically based on official enrollment studies. The last such study was done in 2014 and those projections have become less accurate over time. While the district has continued to experience declining enrollment, it has not been at the level projected. The district will be conducting a new enrollment study in January</li> </ul> | <b>Presentation</b><br><br><b>A. 2021-22 Budget Topics</b> <ol style="list-style-type: none"> <li><b>1. Enrollment Projections</b></li> <li><b>2. COVID Budget</b></li> </ol> |

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| <p>2021 which will influence 2021-22 and beyond.</p> <ul style="list-style-type: none"><li>• Ms. DiCorpo said one of the things the study will look at is where students are located. This will help the district look at where the lines are drawn for HPS and NES, to see if any changes need to be phased in over time. She thanked the Town for providing funding for the study.</li><li>• Mr. Giovannone said October 1 enrollment is usually the basis for budgeting historically. This year they are using March 1 enrollment figures due to the impact of COVID beginning in March and moving forward this year. In March, the enrollment shows all schools open for in person instruction. The October numbers would include families who opted to home school during COVID, a much higher number than usual, as well as families delaying kindergarten for a year, and withdrawals to private schools offering full in person learning.</li><li>• Ms. DiCorpo said the hope is to return to full in person learning next year, so it is prudent to use enrollment numbers that are reflective of that hope, and make adjustments as warranted.</li><li>• Mr. Giovannone said changes under discussion due to enrollment include: addition of one Grade 1 and one Grade 2 teacher at HPS; one Kindergarten teacher at NES; subtraction of two Grade 4 teachers at SNIS; subtraction of three teachers at SMS; addition of one SPED teacher at NMHS. The changes at the K-2 level provide equity in class sizes between the two schools. Overall, the additions and subtractions result in no additional staffing requests. The projected overall among all schools is projected at 3885 versus March 1, 2020 enrollment of 3905.</li><li>• Ms. DiCorpo said she thinks it is particularly important to keep class sizes low at the primary level when students are learning to read. She said she is hopeful staff will be vaccinated by next school year and that students can be brought back in full with some social distancing measures still in place.</li><li>• Mrs. Rella asked if there is room in the schools for that and Ms. DiCorpo said there is.</li></ul> |  |
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- Ms. DiCorpo said the proposed COVID budget is carved out as a standalone from the operating budget. This year there was a pocket of funding from federal, state and local sources and the district has been prudent in spending it this year.
- Mr. Giovannone presented a slide which detailed the funds from each source, and the current status as of today. Right now, there is approximately \$1.1 million unspent.
- Ms. DiCorpo said that is a good thing because there are additional COVID expenses coming in 2021-22. She presented a slide of proposed COVID expenditures by object code based on full in person open.
- These include salaries for sanitation attendants, two tech integration specialists, two COVID liaisons for contact tracing, and nurse paraeducators; google voice services for remote phone options for secretaries and administrators if needed, and possible teacher conferences; storage trailers for furniture removed for social distancing; PPE supplies for musicians and staff nursing needs, as well as cleaning supplies; and partitions for teachers, students, and cafeteria tables; air filtration units for cafeterias; tech equipment (hotspots and hovercams) as needed; and additional furniture as needed for social distancing.
- Ms. DiCorpo said she is hoping any anticipated COVID funding left from 2020-21 may be carried over to utilize in 2021-22.
- Mrs. Faulenbach asked if the 2018-19 year-end balance is accounted for here anywhere. Mr. Giovannone said it is not part of the analysis because it has not been marked as COVID funding. Mrs. Faulenbach said it is helpful to see COVID separated out from the operational budget. She said local COVID funding was a team effort between the BOE and the Town and the district was very fortunate to have it to open schools.
- Board members thanked Ms. DiCorpo and Mr. Giovannone for the presentation and for the transparency with the budget process, which is always fluid.

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| <b>3.</b> | <b>Adjourn</b><br><br>Mrs. Faulenbach moved to adjourn the meeting at 6:00 p.m., seconded by Mrs. McInerney and passed unanimously. | <b>Adjourn</b><br><br><b>Motion made and passed unanimously to adjourn the meeting at 6:00 p.m.</b> |
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Respectfully submitted:



Wendy Faulenbach  
Secretary  
New Milford Board of Education