

NEW MILFORD BOARD OF EDUCATION

New Milford Public Schools
50 East Street
New Milford, Connecticut 06776

NEW MILFORD, CT

DB

OPERATIONS SUB-COMMITTEE
SPECIAL MEETING NOTICE

2010 APR 30 P 3:24

DATE: May 4, 2010
TIME: 6:30 P.M.
PLACE: New Milford High School – Library Media Center

GEORGE C. BUCKBEE
TOWN CLERK

AGENDA

1. Call to Order

2. Public Comment

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

3. Discussion and Possible Action

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

B. Monthly Reports

1. Request for Budget Transfers
2. Budget Position as of 4/30/10

C. Bid Awards

1. Workstations
2. Special Education Transportation

D. Food & Nutrition Services

1. Status of Food & Nutrition Budget
2. Healthy Food Certificate

E. Gifts & Donations

1. Exhibit B: PTO

F. Annual Emergency Preparedness Report

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

4. Adjourn

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

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

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut
May 11, 2010

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

1. **Mrs. Diane Darling**, Special Education Teacher, Hill and Plain School

Move that the Board of Education accept the resignation, due to retirement, of **Mrs. Diane Darling** as a Special Education Teacher at Hill and Plain School effective June 30, 2010.

Retirement

2. CERTIFIED STAFF

b. APPOINTMENTS

1. none currently

3. NON-CERTIFIED STAFF

a. RESIGNATIONS

1. none currently

4. NON-CERTIFIED STAFF

b. APPOINTMENTS

1. none currently

5. SUBSTITUTES

a. APPOINTMENTS

1. **Ms. Kristen Dunlap**, Substitute Teacher

Move that the Board of Education appoint **Ms. Kristen Dunlap** as a Substitute Teacher effective May 12, 2010

Education history:

BA: College of the Holy Cross

Major: Anthropology/Spanish

MA: Middlebury College

Major: Spanish Linguistics

6. COACHING STAFF

a. RESIGNATIONS

1. **Ms. Kerri-Lynn Cope**, Cheerleading JV Coach, New Milford High School

Move that the Board of Education accept the resignation of **Ms. Kerri-Lynn Cope** as Cheerleading JV Coach at New Milford High School effective May 12, 2010, contingent on her appointment as Cheerleading Varsity Coach.

Taking another position

2. **Mr. Rory DeRocco**, Ice Hockey Varsity Coach, New Milford High School
Move that the Board of Education accept the resignation of **Mr. Rory DeRocco** as Ice Hockey Varsity Coach at New Milford High School effective April 7, 2010.

Personal Reasons

7. COACHING STAFF

b. APPOINTMENTS

1. **Ms. Kerri-Lynn Cope**, Cheerleading Varsity Coach, New Milford High School
Move that the Board of Education appoint **Ms. Kerri-Lynn Cope** as Cheerleading Varsity Coach at New Milford High School effective August 15, 2010, pending receipt of coaching permit, current CPR certification and completion of 45 hour coaching course.

2009-2010 Stipend: \$3439

8. LEAVES OF ABSENCE

1. **None currently**

**NEW MILFORD PUBLIC SCHOOLS
BUDGET TRANSFER REQUESTS – RECOMMENDED
BOE MEETING DATE: 05/11/10**

Transfer #	Description	From: Account#	Amount	To: Account #	Amount
HPS 001	Empowering Writers – To Help Students Get Ready to Write	01-432-2410	\$460.00	01-645-1104	\$460.00
HPS 002	School Specialty – Writing Center/Storage for Kindergarten Classroom	01-734-1128	\$350.00	01-732-1128	\$350.00
HPS 003	WalMart – 2 TVs (1 Stolen) Wall Mount & 2 Memorex CD Players for AV Department	01-431-2223 01-611-2223	\$400.00 <u>\$100.00</u> \$500.00	01-732-2223	\$500.00
SMS 001	Enslow Publishers – Library Books that tie directly to curriculum and research projects.	04-339-2222	\$293.00	04-645-2222	\$293.00
SMS 002	Follett Library Resource – “Playaways”-Audio Books For Library to Appeal to a Broader Range of Students	04-647-2222 04-611-2222	\$185.00 <u>\$175.00</u> \$360.00	04-645-2222	\$360.00
NMHS 001	Industrial Arts Supplies - Various Vendors-Previous PO Inadvertently Closed	15-339-2510	\$1,500.00	05-611-1107	\$1,500.00
NMHS 002	WB Mason – 2 File Cabinets for Student Medical Records	05-612-2130	\$74.00	05-733-2130	\$74.00
NMHS 003	Follett Educational Services – Chemistry Prep Materials Text & DVD Series for AP Chemistry	05-515-1111	\$400.00	05-641-1111	\$400.00
AD ED 001	Mileage for Adult Ed Meetings, CAACE & Adult Ed Forum	10-550-1310	\$165.00	10-580-1310	\$165.00
SNIS 001	Art Supplies & Delivery Charges Were Increased By Vendor	06-611-1128	\$209.00	06-611-1127	\$209.00

**NEW MILFORD PUBLIC SCHOOLS
BUDGET TRANSFER REQUESTS – RECOMMENDED
BOE MEETING DATE: 05/11/10**

Transfer #	Description	From: Account#	Amount	To: Account #	Amount
C/O 001	Budgeted in Certified	05-111-1107	\$ 10,500.00		
	Account. Actual Expense	05-111-1108	\$ 3,500.00		
	Incurred in DOGA	03-111-1110	\$ 14,000.00		
		02-111-1102	\$ 28,000.00		
		05-111-1104	\$ 28,000.00		
		03-111-1102	\$ 14,000.00		
		04-111-1212	\$ 28,000.00		
		05-111-1105	\$ 14,000.00		
		04-111-1121	\$ 14,000.00		
		05-111-1124	\$ 14,000.00		
		01-111-1102	\$ 14,000.00		
		05-111-1110	\$ 2,800.00		
		05-111-1116	\$ 5,600.00		
		06-111-1116	<u>\$ 5,600.00</u>		
			\$196,000.00	15-200-2970	\$196,000.00

FUND 001 000

Prog	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
1101	KINDERGARTEN	634,371.00	652,192.00	475,009.66	177,510.34	328.00-	100.1 %
1102	NON DEPT INSTRUCT GR 1-5	6,803,029.00	6,802,406.00	4,830,328.12	1,727,261.35	244,816.53	96.4 %
1103	BUSINESS EDUCATION	295,309.00	295,309.00	216,477.73	57,006.34	21,824.93	92.6 %
1104	ENGLISH/LANGUAGE ARTS	1,975,402.00	1,948,432.00	1,346,404.93	438,275.83	163,751.24	91.6 %
1105	FOREIGN LANGUAGE	1,103,001.00	1,089,001.00	710,515.14	249,405.12	129,080.74	88.1 %
1106	HOME ECONOMICS	174,859.00	174,859.00	136,210.38	37,824.07	824.55	99.5 %
1107	INDUSTRIAL ARTS	335,367.00	326,367.00	229,217.03	58,800.93	38,349.04	88.2 %
1108	MATHEMATICS	1,643,078.00	1,652,363.00	1,209,314.29	382,797.11	60,251.60	96.4 %
1109	MUSIC	811,524.00	806,152.00	580,239.99	209,351.77	16,560.24	97.9 %
1110	PHYSICAL EDUCATION	960,018.00	941,553.00	696,306.45	255,813.84	10,567.29-	101.1 %
1111	SCIENCE	1,706,869.00	1,706,869.00	1,279,753.41	425,134.40	1,981.19	99.9 %
1112	SOCIAL STUDIES	1,562,000.00	1,562,091.00	1,177,985.95	373,581.66	10,523.39	99.3 %
1113	PATIENT CARE TECHNOLOGY	16,345.00	16,345.00	12,351.41	3,736.64	256.95	98.4 %
1116	HEALTH AND SAFETY	329,994.00	318,794.00	188,258.46	72,750.94	57,784.60	81.9 %
1118	CAREER EDUCATION	34,245.00	34,245.00	21,552.90	3,757.93	8,934.17	73.9 %
1119	COMPUTER EDUCATION	361,557.00	361,557.00	267,445.61	49,251.89	44,859.50	87.6 %
1120	DRIVER EDUCATION	9,000.00-	9,000.00-	13,144.96-	2,187.72	1,957.24	.0 %
1121	REMEDIAL READING	835,238.00	821,238.00	608,079.58	202,072.73	11,085.69	98.7 %
1123	ENGLISH AS A SECOND LANG	135,880.00	135,880.00	77,143.34	30,709.75	28,026.91	79.4 %
1124	DISTRIBUTIVE EDUCATION	89,348.00	75,348.00	38,426.40	15,443.60	21,478.00	71.5 %
1127	ART	806,014.00	806,223.00	598,854.67	206,389.78	978.55	99.9 %
1128	GENERAL INSTRUCT SUPPLIES	338,505.00	346,022.00	273,687.20	40,419.97	31,914.83	90.8 %
1129	SUBSTITUTE TEACHERS	380,009.00	380,009.00	339,458.35	.00	40,550.65	89.3 %
1130	INSTRUCTIONAL TESTING	96,858.00	111,858.00	96,667.06	19,499.75	4,308.81-	103.9 %
1131	NON DEPT INSTRUCT GR 6-12	134,836.00	134,836.00	113,920.12	12,770.68	8,145.20	94.0 %
1210	GIFTED TALENTED/ENRICHMNT	110,460.00	110,460.00	70,442.34	33,979.00	6,038.66	94.5 %
1211	EXCEL-EXPER. CTR EARLY MAN	375,943.00	375,943.00	309,296.79	100,533.34	33,887.13-	109.0 %
1212	SPECIAL ED-NON CATEGORICL	4,707,542.00	4,696,064.00	3,458,424.49	1,171,216.77	66,422.74	98.6 %
1213	COMMUNITY BASED DEVELOPMT	.00	.00	.00	.00	.00	.0 %
1214	LEARN DISABLE/EMOT.HANDCP	.00	.00	.00	.00	.00	.0 %
1215	TRANSITION 18-21 PROGRAM (LHTC)	171,033.00	171,033.00	126,613.59	33,076.30	11,343.11	93.4 %
1230	PHYSICALLY HANDICAPPED	.00	.00	.00	.00	.00	.0 %
1260	LEARNING DISABLED	.00	.00	.00	.00	.00	.0 %
1270	TUTORIAL	210,779.00	210,779.00	183,587.32	.00	27,191.68	87.1 %
1271	HOMEBOUND INSTRUCTION	72,000.00	72,000.00	39,787.40	.00	32,212.60	55.3 %
1290	OTHER SPECIAL EDUCATION	291,873.00	291,873.00	244,947.69	47,137.26	211.95-	100.1 %
1291	SPEC ED PARA SUBSTITUTES	69,026.00	69,026.00	69,563.35	.00	537.35-	100.8 %
1310	ADULT ED-BASIC PROGRAM	100,175.00	100,175.00	83,737.21	1,525.84	14,911.95	85.1 %
1311	ADULT ED-HIGH SCHL EQUIV	4,970.00	4,970.00	2,805.59	244.35	1,920.06	61.4 %
1410	SUMMER SCHOOL-REMEDIAL	37,400.00	37,400.00	38,318.34	.00	918.34-	102.5 %
2113	SOCIAL WORK SERVICES	235,962.00	235,962.00	178,597.78	55,586.12	1,778.10	99.2 %
2120	GUIDANCE SERVICES	906,199.00	906,199.00	668,804.17	231,042.60	6,352.23	99.3 %
2130	HEALTH SERVICES	922,317.00	937,149.00	725,796.11	107,982.26	103,370.63	89.0 %
2140	PSYCHOLOGICAL SERVICES	442,770.00	442,770.00	337,206.31	99,666.61	5,897.08	98.7 %
2150	SPEECH AND HEARING	796,887.00	778,733.00	569,615.72	160,249.88	48,867.40	93.7 %
2211	STAFF DEVELOPMENT & TRAIN	59,800.00	59,800.00	13,586.68	7,800.64	38,412.68	35.8 %
2212	CURRICULUM DEVELOPMENT	123,657.00	123,657.00	97,350.56	15,381.22	10,925.22	91.2 %
2222	LIBRARY SERVICES	689,907.00	669,720.00	482,957.10	159,116.61	27,646.29	95.9 %
2223	AUDIO-VISUAL SERVICES	18,626.00	20,025.00	6,327.96	3,563.57	10,133.47	49.4 %
2224	EDUCATIONAL TELEVISION	2,500.00	2,500.00	1,035.38	45.00	1,419.62	43.2 %
2310	BOARD OF EDUCATION	152,250.00	152,250.00	130,687.04	6,705.80	14,857.16	90.2 %
2320	CENTRAL ADMINISTRATION	342,714.00	342,714.00	279,145.77	50,081.71	13,486.52	96.1 %
2410	OFFICE OF THE PRINCIPAL	2,568,291.00	2,606,492.00	2,138,596.32	410,317.93	57,577.75	97.8 %

FUND 001 000 GENERAL FUND

Prog	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
2490	OTHER SCHOOL ADMINISTRATN	121,288.00	121,715.00	75,366.29	33,239.49	13,109.22	89.2 %
2510	FISCAL SERVICES	448,131.00	446,631.00	370,584.09	55,858.86	20,188.05	95.5 %
2590	OTHER BUSINESS SUPPRT SERV	407,202.00	407,202.00	346,987.00	.00	60,215.00	85.2 %
2610	CUSTODIAL & HOUSEKEEPING	1,944,478.00	1,932,868.00	1,864,196.40	34,916.44	33,755.16	98.3 %
2620	MAINTENANCE & REPAIR	3,310,887.00	3,307,355.00	2,590,744.28	589,921.90	126,688.82	96.2 %
2630	BUILDING USE ADMINISTRATION	20,675.00	20,675.00	4,824.00	1,262.00	26,761.00	.0 %
2660	SECURITY	.00	62,101.00	.00	62,101.00	.00	100.0 %
2710	REIMBURSABLE TRANSPORT	4,224,776.00	4,077,099.00	3,214,270.22	604,807.33	258,021.45	93.7 %
2790	NON-REIMBURSABLE TRANSPRT	.00	.00	7,786.34	.00	7,786.34	.0 %
2810	PLANNING & EVALUATION	43,675.00	43,675.00	455.03	.00	43,219.97	1.0 %
2820	COMMUNITY/STAFF RELATIONS	14,100.00	14,100.00	.00	.00	14,100.00	.0 %
2830	RECRUITING/PERSONNEL SERV	190,111.00	196,111.00	154,942.98	25,852.72	15,315.30	92.2 %
2840	DATA PROCESSING	210,097.00	210,097.00	176,243.27	18,265.97	15,587.76	92.6 %
2910	SOCIAL SECURITY	589,267.00	589,267.00	589,266.75	.00	.25	100.0 %
2920	MEDICARE	387,590.00	387,590.00	387,590.19	.00	.19	100.0 %
2930	LIFE INSURANCE	97,348.00	97,348.00	89,978.99	6,754.81	614.20	99.4 %
2940	DISABILITY INSURANCE	183,351.00	142,236.00	87,166.12	21,534.09	33,535.79	76.4 %
2950	MEDICAL INSURANCE	6,611,309.00	6,611,309.00	6,611,304.00	.00	5.00	100.0 %
2960	UNEMPLOYMENT INSURANCE	82,610.00	82,610.00	24,679.90	14,997.60	42,932.50	48.0 %
2970	OTHER BENEFITS	425,492.00	621,492.00	650,953.00	.00	29,461.00	104.7 %
2980	PENSION-NON CERTIFIED EMPLOYEES	344,200.00	344,200.00	442,341.00	.00	98,141.00	128.5 %
3210	INTERSCHOLASTIC SPORTS	672,407.00	672,407.00	490,466.14	41,453.51	140,487.35	79.1 %
3211	INTRAMURAL SPORTS	29,968.00	29,968.00	12,954.75	.00	17,013.25	43.2 %
3212	OTHER STUDENT ACTIVITIES	194,814.00	194,814.00	98,111.27	1,339.02	95,363.71	51.0 %
6110	TUITION-CONN PUB SCHL DIS	532,157.00	532,157.00	569,656.83	93,942.08	131,441.91	124.7 %
6130	TUITION-NON PUBLIC SCHL	636,210.00	636,210.00	618,625.91	414,932.32	397,348.23	162.5 %
7001	CAPITAL-FACILITIES	61,605.00	61,605.00	31,448.90	30,154.52	1.58	100.0 %
7002	CAPITAL-TECHNOLOGY	194,642.00	194,642.00	181,615.53	768.00	12,258.47	93.7 %
7003	CAPITAL-OTHER	40,434.00	40,434.00	18,413.41	.00	22,020.59	45.5 %
** FINAL TOTAL **		56,945,211.00		45,478,666.82		1,667,435.57	
			56,945,211.00		9,799,108.61		97.1 %
"FINAL TOTAL" 4/30/2009		56,945.11		43,418,041.98		1,241,603.74	
			56,945.11		12,285,565.28		97.8%
Variance		0.00	0.00	2,060,624.84	-2,486,456.67	425,831.83	0.7%

Obj.	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
111	SALARY-CERTIFIED	27,734,764.00	27,688,612.00	20,344,508.78	6,552,244.76	791,858.46	97.1 %
112	SALARY-NON-CERTIFIED	7,755,665.00	7,784,663.00	6,634,049.18	880,205.72	270,408.10	96.5 %
200	EMPLOYEE BENEFITS	8,721,167.00	8,876,052.00	8,883,279.95	43,286.50	50,514.45-	100.6 %
321	INSTRUCTIONAL PROGRAMS	50,080.00	44,630.00	14,198.00	10,395.00	20,037.00	55.1 %
322	PROGRAM IMPROVEMENT	60,750.00	60,750.00	19,359.65	199.00	41,191.35	32.2 %
323	PUPIL SERV. (COUNSEL, GUID)	542,139.00	543,339.00	418,290.58	44,298.25	80,750.17	85.1 %
324	STAFF SERVICES (TRAINING)	92,836.00	91,346.00	21,721.95	11,679.98	57,944.07	36.6 %
331	AUDIT SERVICES	10,000.00	10,000.00	10,000.00	.00	.00	100.0 %
332	LEGAL SERVICES	97,000.00	97,000.00	78,349.13	5,599.00	13,051.87	86.5 %
333	MEDICAL SERVICES	23,500.00	23,500.00	25,000.00	.00	1,500.00-	106.4 %
336	INSURANCE SERVICES	9,000.00	9,000.00	1,250.50	469.50	7,280.00	19.1 %
339	PURCH. SERVICES-OTHER	1,777,347.00	1,757,028.00	1,277,110.61	326,875.70	153,041.69	91.3 %
411	WATER	65,160.00	65,160.00	48,861.27	16,288.21	10.52	100.0 %
412	SEWAGE	34,080.00	34,080.00	29,721.52	.00	4,358.48	87.2 %
413	FIRE DISTRICT	1,321.00	2,811.00	1,939.81	870.46	.73	100.0 %
414	ALARM MONITORING	3,129.00	.00	420.00	.00	420.00-	.0 %
421	GARBAGE AND REFUSE	71,886.00	74,386.00	62,527.26	15,650.20	3,791.46-	105.1 %
431	INSTRUCT EQUIPMENT REPAIR	21,465.00	20,690.00	7,622.07	2,165.13	10,902.80	47.3 %
432	NON-INSTRUCT EQUIPMENT REPAIR	81,707.00	91,711.00	44,283.68	13,523.89	33,903.43	63.0 %
433	BUILD & GROUNDS-REPAIR	254,639.00	252,139.00	248,745.13	18,519.55	15,125.68-	106.0 %
442	NON-INSTRUCT EQUIPMENT-RENT	182,023.00	182,023.00	140,185.61	42,752.02	914.63-	100.5 %
511	PUPIL TRANSPORTATION-CONTRACT	4,411,117.00	4,263,440.00	3,415,605.43	603,267.13	244,567.44	94.3 %
513	PUPIL TRANSPORTATION-OTHER	2,500.00	2,500.00	250.00	.00	2,250.00	10.0 %
515	FIELD TRIPS	103,950.00	102,683.00	84,874.35	10,149.57	7,659.08	92.5 %
521	PROPERTY/LIABILITY INS	346,987.00	346,987.00	346,987.00	.00	.00	100.0 %
523	MEDICAL INSURANCE-SPORTS PROGRAM	20,000.00	20,000.00	13,660.00	.00	6,340.00	68.3 %
531	TELEPHONES	111,830.00	113,165.00	76,861.10	9,489.95	26,813.95	76.3 %
532	POSTAGE	59,747.00	59,747.00	30,682.52	10,251.76	18,812.72	68.5 %
540	ADVERTISING EXPENSE	22,000.00	22,000.00	2,821.10	.00	19,178.90	12.8 %
550	PRINTING EXPENSE	88,573.00	86,600.00	45,907.81	11,977.70	28,714.49	66.8 %
560	TUITION EXPENSE	3,000.00	3,000.00	.00	219.00	2,781.00	7.3 %
561	TUITION-CONN LEA	630,449.00	630,449.00	669,110.83	93,942.08	132,603.91-	121.0 %
563	TUITION-PRIVATE FACILITY	1,051,693.00	1,051,693.00	1,039,018.91	414,932.32	402,258.23-	138.2 %
580	TRAVEL EXPENSES	30,840.00	37,333.00	22,852.69	761.78	13,718.53	63.3 %
611	INSTRUCTIONAL SUPPLIES	513,126.00	526,969.00	374,250.00	30,819.47	121,899.53	76.9 %
612	NON-INSTRUCTIONAL SUPPLIES	189,289.00	180,899.00	118,963.26	21,265.00	40,670.74	77.5 %
613	MAINTENANCE SUPPLIES	183,506.00	181,006.00	163,333.49	11,874.38	5,798.13	96.8 %
614	MAINTENANCE COMPONENTS	37,653.00	26,438.00	19,740.14	5,011.19	1,686.67	93.6 %
619	GROUNDKEEPING SUPPLIES	6,355.00	6,355.00	5,308.69	355.45	690.86	89.1 %
622	ELECTRICITY	1,252,310.00	1,210,983.00	683,899.86	302,045.91	225,037.23	81.4 %
623	BOTTLED GAS	1,150.00	3,650.00	1,327.38	972.62	1,350.00	63.0 %
624	OIL	305,706.00	305,706.00	135,397.06	120,308.94	50,000.00	83.6 %
625	NATURAL GAS	389,923.00	414,923.00	330,819.55	84,103.45	.00	100.0 %
626	GASOLINE	27,131.00	27,131.00	24,424.01	2,130.93	576.06	97.9 %
641	TEXTS-NEW/NON-CONSUMABLE	117,866.00	123,024.00	103,565.86	5,786.84	13,671.30	88.9 %
642	TEXTS-REP/ADD NON-CONSUMABLE	56,831.00	67,919.00	59,617.76	2,812.35	5,488.89	91.9 %
643	TEXTS-NEW CONSUMABLE	1,587.00	1,545.00	1,686.97	.00	141.97-	109.2 %
644	TEXTS-REP/ADD CONSUMABLE	56,936.00	62,621.00	54,974.67	6,380.81	1,265.52	98.0 %
645	LIBRARY BOOKS	105,511.00	107,968.00	68,633.10	16,961.55	22,373.35	79.3 %
646	WORKBOOKS	44,455.00	41,622.00	30,854.59	1,741.96	9,025.45	78.3 %
647	PERIODICALS	26,250.00	26,327.00	19,788.25	3,571.74	2,967.01	88.7 %
720	BUILDINGS & IMPROVEMENTS	60,100.00	60,100.00	31,898.90	26,650.00	1,551.10	97.4 %
731	INSTRUCTIONAL EQUIPMENT-NEW	80,641.00	88,789.00	50,836.27	4,298.90	33,653.83	62.1 %

Obj.	Description	Approved	Adjusted	Expended	Encumbered	Balance	Pct. Used
732	INSTRUCTIONAL EQUIPMENT-REPLACEMEN	30,766.00	34,672.00	12,240.08	4,281.49	18,150.43	47.7 %
733	NON-INSTRUCTIONAL EQUIPMENT-NEW	204,813.00	213,056.00	234,015.06	2,045.00	23,004.06-	110.8 %
734	NON-INSTRUCTION EQUIPMENT-REPLACEM	65,098.00	69,227.00	65,739.41	4,057.47	569.88-	100.8 %
810	DUES & FEES	80,625.00	80,525.00	60,650.33	1,619.00	18,255.67	77.3 %
900	FEE REVENUE	116,927.00-	116,927.00-	89,076.50-	.00	27,850.50-	.0 %
910	TUITION REVENUE	95,200.00-	95,200.00-	67,724.00-	.00	27,476.00-	.0 %
920	GRANT REVENUE STATE	938,934.00-	938,934.00-	950,032.00-	.00	11,098.00	.0 %
960	MEDICAID REIMBURSEMENT	45,000.00-	45,000.00-	67,306.25-	.00	22,306.25	.0 %
965	VENDOR REBATE REVENUE	168,700.00-	168,700.00-	43,948.04-	.00	124,751.96-	.0 %
998	TRANSFER IN	.00	.00	15,267.50-	.00	15,267.50	.0 %
** FINAL TOTAL **		56,945,211.00		45,478,666.82		1,667,435.57	
			56,945,211.00		9,799,108.61		97.1 %
"FINAL TOTAL" 4/30/2009		56,945.11		43,418,041.98		1,241,603.74	97.8%
Variance		0.00	0.00	2,060,624.84	-2,486,456.67	425,831.83	0.7%

Healthy Food Certification Statement Instructions

By completing and approving the Healthy Food Certification Statement, the board of education or governing authority is certifying whether all schools under the district's jurisdiction **will or will not** comply with the Connecticut Nutrition Standards published pursuant to section 10-215e of the Connecticut General Statutes for the period of **July 1, 2010 through June 30, 2011**.

Each eligible public school district must complete **two (2) signed originals** of the Healthy Food Certification Statement. Eligible districts include public school districts that participate in the National School Lunch Program, including regional educational service centers, the Connecticut Technical High School System, charter schools, interdistrict magnet schools and endowed academies.

Both copies of the Healthy Food Certification Statement must be signed with **original** (ink) signatures and be approved by the board of education or governing authority. *Note: Both page 1 and 2 of the form must be returned, regardless of whether the district certifies for the healthy food option.* Return the two signed copies by **Thursday, July 1, 2010** to:

Connecticut State Department of Education (CSDE)
Bureau of Health/Nutrition, Family Services and Adult Education
25 Industrial Park Road
Middletown, CT 06457

Section 1 – Background

This section provides background information for the Healthy Food Certification Statement.

Section 2 – Certification Statement

This section must be completed and signed by the board of education or governing authority for all Connecticut public school districts that participate in the National School Lunch Program, including regional educational service centers, the Connecticut Technical High School System, charter schools, interdistrict magnet schools and endowed academies. This section certifies that the food items offered for sale to students separately from reimbursable meals at all times and from all sources **will or will not** be in compliance with the Connecticut Nutrition Standards.

- Enter **Name of your Board of Education or Governing Authority** in the space provided.
- Check appropriate box regarding the healthy food certification (“**will**” or “**will not**”). If the district checks “will,” then sections 3 and 4 must be completed (see instructions on page 2 of this document). If the district checks “will not,” the form is complete when signed and dated as indicated below.
- The **Signature** is that of the designated representative who is authorized to sign the ED-099 Agreement for the Child Nutrition Programs and to sign claims for reimbursement. This person is head of the governing authority, e.g., the chief officer elected or appointed to assume legal responsibility for the organization (Superintendent of Schools, President or Chairperson of the Board). Include the authorized representative's **Title** and **Printed Name**.
- For the **Date of Authorization**, indicate the date of the meeting when the board of education or governing authority took action to participate in the healthy food certification section under section 10-215f of the Connecticut General Statutes.

Healthy Food Certification Statement Instructions, continued

Section 3 – Exemption Statement

This section must be completed only if the board of education or governing authority decides to certify for the healthy food option, i.e., checks “will” in Section 2. This section **certifies** that the board of education or governing authority **will** or **will not** allow exemptions for the sale of food items that do not meet the Connecticut Nutrition Standards provided that 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend, 2) the sale is at the location of the event, and 3) the food is not sold from a vending machine or school store.

- If the board of education or governing authority certifies that all food items **will** comply with the Connecticut Nutrition Standards, the board may exclude from certification the sale of certain foods provided the three conditions listed above are met. The board of education or governing authority has the discretion to determine the scope of the exclusion, which may be general or may be determined on a case-by-case basis. In order to enact this exclusion, the board or governing authority must take action and specify the scope of the exclusion. The CSDE will monitor compliance with this certification. Therefore, for record-keeping purposes, adoption of the exclusion should be reflected in the official minutes of the board of education or the governing authority’s meeting regarding the vote for healthy food certification.
- Check appropriate box regarding food exemptions (“**will**” or “**will not**”).

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

This section must be completed only if the board of education or governing authority decides to certify for the healthy food option, i.e., checks “will” in Section 2. This section **amends** the Agreement for Child Nutrition Programs (ED-099) with the Connecticut State Department of Education to include the certification statement of compliance with the Connecticut Nutrition Standards.

- Enter **Name of your Board of Education or Governing Authority** in the space provided.
- The **Signature** is the designated representative authorized to sign the ED-099 Agreement for the Child Nutrition Programs and to sign claims for reimbursement. This person is head of the governing authority, e.g., the chief officer elected or appointed to assume legal responsibility for the organization (Superintendent of Schools, President or Chairperson of the Board). Include the authorized representative’s **Title** and **Printed Name**.
- For the **Date of Authorization**, indicate the date of the meeting when the board of education or governing authority took action to participate in the healthy food certification under section 10-215f of the Connecticut General Statutes.

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

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

Section 1 – Background

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

Section 2 – Certification Statement

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

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

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

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

will not *(sign below and return form)*

meet said standards during the period of **July 1, 2010 through June 30, 2011**. Such certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises, whether or not school sponsored.

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

Signature: _____
(Signature of the Authorized Representative) *(Printed Name of the Authorized Representative)*
Superintendent of Schools May 11, 2010
Title (Superintendent of Schools, President or Chairperson of the Board) *Date of Authorization*

Section 3 – Exemption Statement

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

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

will

will not

exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store.

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

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

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

New Milford Board of Education

(Name of the Board of Education or Governing Authority)

is hereby amended to include the above certification statement of compliance with the Connecticut Nutrition Standards and application for funding related to those standards. This addendum covers the period from **July 1, 2010 through June 30, 2011.**

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

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

Superintendent of Schools May 11, 2010
Title (Superintendent of Schools, President or Chairperson of the Board) *Date of Authorization*

FOR STATE USE ONLY • DO NOT SIGN BELOW THIS LINE

Connecticut State Department of Education

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

Chief Financial Officer _____
Title *Date*

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

District Contact and Information Sheet for 2010-11 Healthy Food Certification

This form must be completed by all public school districts that choose to implement healthy food certification (HFC) under Section 10-215f of the Connecticut General Statutes (CGS). Contact information is used to generate mailing lists and e-mail groups to provide districts with important information regarding HFC implementation. Submit completed form to the Connecticut State Department of Education with the district's Healthy Food Certification Statement by **July 1, 2010**.

School District: New Milford ED-099 Agreement Number: 09600

1. Designated District Contact Person for Healthy Food Certification*

Name: Sandra Sullivan Title: Food Service Director
E-mail: sullivanasa@newmilfordps.org Phone: (860) 354 - 3712
Mailing Address: 22 Hipp Rd.
City: New Milford State: CT Zip Code: 06776

* The district contact person is the point person identified by the district for coordinating the implementation and monitoring of healthy food certification under Section 10-215f of the Connecticut General Statutes. This person will field questions, organize trainings and contact the CSDE for assistance when necessary. The district may consider utilizing the team leader for School Wellness Policy in this capacity. For additional information on the district contact person, see *Responsibilities of District Contact Person for Healthy Food Certification* at <http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Student/NutritionEd/DistrictContactResp.pdf>.

2. District Superintendent

Name: Dr. Jean Ann Paddyfote Title: Superintendent of Schools
E-mail: paddyfotej@newmilfordps.org Phone: (860) 355 - 8406
Mailing Address: 50 East St.
City: New Milford State: CT Zip Code: 06776

3. District School Food Service Director

Name: Sandra Sullivan, RD, CD-N Title: Food Service Director
E-mail: sullivanasa@newmilfordps.org Phone: (860 354-3712) -
Mailing Address: 22 Hipp Rd.
City: New Milford State: CT Zip Code: 06776

4. District Business Manager

Name: John Turk Title: Business Manager
E-mail: turkj@newmilfordps.org Phone: (860-) 354 - 8726
Mailing Address: 50 East St.
City: New Milford State: CT Zip Code: 06776

◀ Continued on Next Page ▶

District Contact and Information Sheet, continued

4. Does your school district provide lunches through a CSDE-approved Interschool Agreement to another school (e.g., a public school district, charter school, interdistrict magnet school or an endowed academy) outside of your school district?

Yes No, Skip to Question 6

If yes, list the school(s) that have indicated on the Interschool Agreement that they will comply with healthy food certification under CGS Section 10-215f:

Name of School	Address	Town	State	Zip	Contact Person
					Name: _____ Title: _____ E-mail: _____ Phone: () -
					Name: _____ Title: _____ E-mail: _____ Phone: () -
					Name: _____ Title: _____ E-mail: _____ Phone: () -
					Name: _____ Title: _____ E-mail: _____ Phone: () -

5. For each entity listed in Question 4 above, does your school district have an approved Interschool Agreement** on file with the Connecticut State Department of Education (CSDE)?

Yes No

** If a public school contracts to provide lunches to another public school district, charter school, interdistrict magnet school or endowed academy, these lunches *may* be included in the total number of lunches upon which funding is based if the recipient school certifies on the CSDE interschool agreement that they will comply with healthy food certification under Section 10-215f of the Connecticut General Statutes. To count the recipient school's lunches, an updated, signed and approved Interschool Agreement must be on file with the CSDE. For a sample interschool agreement, see the CSDE Web site (Forms for School Nutrition Programs) at <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=320680>.

6. Does your school district operate a school store or similar school-based enterprise that sells food or beverages to students?

Yes No

If yes, provide the contact information for the person responsible for overseeing the school store (e.g., teacher advisor).

Name of School _____
 Store Contact: Debbie Knipple Title: Teacher
 E-mail: Knippled@newmilfordps.org Phone: (860) 350 - 6647
 Mailing Address: 388 Danbury Rd.
 City: New Milford State: CT Zip Code: 06776

7. Does your school district operate a culinary arts program that sells food or beverages to students?

Yes No

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

New Milford
PTO

Parent Teacher Organization

New Milford PTO

P.O. Box 1343

New Milford, CT 06776

April 20, 2010

Dr. Jean Ann Paddyfote
Superintendent
50 East Street
New Milford, CT 06776

Dear Dr. Paddyfote:

The New Milford PTO is pleased to present the following gifts to the Board of Education for approval. Please arrange for these gifts to be placed on the agenda at the next Board of Education meeting.

NES Requests the following:

\$1510.00 for the entire first grade to go the Action Wildlife in Goshen, CT. This trip will give the students the opportunity to observe wild and farm animals and learn about their habitats and diets.

Sincerely,

Gail Dawson
TW PTO Secretary

ANNUAL EMERGENCY PREPAREDNESS REPORT 2009 - 10

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

The Director of Fiscal Services has been given the responsibility for Emergency Preparedness. The Assistant Facilities Manager and the two (2) School Resource Officers are members of the team as are the administrators. The local Emergency Preparedness Director and the Assistant Chief of Police are also valuable assets. The Assistant Facilities Manager is an ex-officio member of the Town of New Milford’s Local Emergency Planning Committee (LEPC).

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

Activities within the Schools

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

Activities across the District

1. Participation in the Alert Now rapid emergency notification system
2. Final installation of security equipment at all schools as part of the \$162,000 CT State School Security Grant
3. Continuation of security equipment identification and installation at the Central Office
4. Participation in federal education security grant application in conjunction with 11 school districts led by Education Connections
5. Ongoing review of potential areas in which to improve security

Collaboration with the Town of New Milford

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

New Milford Board of Education Central Office Activities

1. Continuing receipt of notification of relevant Federal Grant Programs
2. Attendance at various seminars/conferences/workshops:
 - * CT Conference of Municipalities
 - * Governor's Conferences
3. Registration with various websites and related sources of pertinent information
4. Attendance by Assistant Facilities Manager and Director of Fiscal Services at DEMHS workshops
5. Director of Fiscal Services accredited in DEMHS course (NIMS 100-National Incident Management System)

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

Respectfully submitted,

John Turk

John Turk
Director of Fiscal Services
13 April 2010

**New Milford Board of Education
 Operations Sub-Committee
 Special Meeting
 May 4, 2010
 New Milford High School – Library Media Center**

Present:	Mrs. Alexandra Thomas, Chairperson
	Mr. David Lawson
	Mr. William Wellman
	Mr. Rod Weinberg

Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools
	Dr. Maureen McLaughlin, Assistant Superintendent
	Mr. Gregg Miller, Accounting Manager
	Ms. Ellamae Baldelli, Director of Human Resources
	Mrs. Adele Johnson, Director of Pupil Personnel & Special Services
	Mr. John Calhoun, Facilities Manager
	Mr. David Elmore, Director of Information Technology
	Mrs. Sandra Sullivan, Director of Food and Nutrition Services

GEORGE BUCKBEE
 TOWN CLERK
 20 MAY - 7 A 10:25
 gm

NEW MILFORD, CT

1.	The special meeting of the New Milford Board of Education Operations Sub- Committee was called to order at 6:30 p.m. on May 4, 2010 by Mrs. Thomas. Mrs. Thomas seated Mr. Lawson as a voting member.	Call to Order
2.	Public Comment. None	No Public Comment
3.	Discussion and Possible Action	Discussion and Possible Action
3.A.	Exhibit A: Personnel—Certified; Non-Certified Appointments; Resignations and Leaves of Absence <ul style="list-style-type: none"> Ms. Baldelli’s report included one substitute teacher and two resignations. Mr. Wellman moved to bring Exhibit A: Personnel, Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full board for approval, seconded by Mr. Lawson. Motion passed unanimously.	Exhibit A: Personnel—Certified; Non-Certified Appointments; Resignations and Leaves of Absence Motion made and passed unanimously to bring Exhibit A Personnel, Certified, Non-certified appointments, resignations and leaves of absence to the board for approval.
3.B. 3.B.1.	Monthly Reports Request for Budget Transfers Budget Position as of 4/30/10 <ul style="list-style-type: none"> Mr. Miller in comparing April 30, 2009 to April 30, 2010 found the 2010 balance more favorable by approximately \$425,000. With two months to close, Mr. Miller is examining each line carefully. 	Monthly Reports

**New Milford Board of Education
Operations Sub-Committee
Special Meeting
May 4, 2010
New Milford High School – Library Media Center**

<ul style="list-style-type: none">• Mr. Miller commented on one area not in the report that might be favorable – the second installment of the excess cost grant from the State Department of Education for approximately \$300,000 to \$325,000. The receipt of the second installment cannot be relied on completely until the last month of the fiscal year.• Mr. Lawson inquired about HPS 003 a TV stolen. Mr. Calhoun had been notified by the principal.• Mr. Wellman inquired about C/O 001 budgeted in certified account. Actual expense incurred in DOGA. Mr. Miller explained in June 2009 the Board approved the early retirement program, and later in the evening the 2009-2010 budget was adjusted to the appropriation.• Dr. Paddyfote explained that at the June 2009 meeting the Board approved an early retirement program, and after the meeting, payments had to be made from the cost centers for the 16 individuals.• Mr. Miller answered a question raised by Mr. Wellman regarding when payments were made; payments were made in October or November.• Mr. Wellman asked about NMHS 001 Industrial Arts Supplies; Mr. Miller explained that a purchase order had been closed in the previous year. The funds required to purchase the needed supplies will be taken from the current year's budget.• Dr. Paddyfote commented that the statute governing Board expenditures holds individual Board members personally liable should the Board end the fiscal year there in a deficit. She added that the administration monitors expenditures very carefully to ensure the Board does not end up in deficit.• Mrs. Thomas reiterated the need for this transfer: the purchase order was inadvertently closed and could not be used for the necessary purchase of supplies.• Mr. Wellman asked about the transfer of non-instructional to library books. Dr. Paddyfote replied that it was determined that the item did not need to be repaired, and the principal needed to buy additional books. Mr. Wellman inquired what happens if the equipment repair was not done. Dr. Paddyfote commented that with budgets being prepared 16-18 months ahead, anticipated repairs are	
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**New Milford Board of Education
Operations Sub-Committee
Special Meeting
May 4, 2010
New Milford High School – Library Media Center**

	<p>budgeted, but later it may be determined the repair is not necessary.</p> <ul style="list-style-type: none">• Mr. Wellman asked for more information on budget transfer requests. A format on budget transfer requests is needed to provide information the public can understand.• Mr. Lawson commented on micro managing the budget and stated that is no need for going over every nickel and dime.• Mr. Weinberg agreed with both Mr. Wellman and Mr. Lawson, but suggested that a parameter should be set for certified dollar amount.• Dr. Paddyfote noted there is information on the website that is helpful in understanding the program codes and objects. She indicated the administration is looking at a different format for presenting the information next year. She also stated with the Director of Fiscal Services retiring in June, we are in a state of transition and completing our closeout at the same time.• Mr. Wellman asked about the budget items with substantial less spent than expected. He cited two with 49.4% and 43.2% as examples. Mr. Miller noted that some items are not encumbered 100%; some budgeted items may not be used until May or June. The balance remaining could be spread across the whole district.• Mr. Wellman asked if the Board at its meeting next week could get information as to what is happening with the accounts where substantially less has been spent than expected.• Mr. Weinberg inquired about three accounts with expenditures over 100%.• Dr. Paddyfote replied that the excess cost installment expected in June would be used for those accounts. If that money is not received, money would have to come from other accounts that have a favorable balance. <p>Mr. Lawson moved to bring monthly reports, request for budget transfers and budget position as of 4/30/10 to the full board for approval. Mr. Wellman seconded the motion which passed unanimously.</p>	<p>Motion made and passed unanimously to bring monthly reports -request for budget transfers and budget position as of 4/30/10 to the full board for approval.</p>
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<p>3.C. 3.C.1.</p>	<p>Bid Awards Workstations</p> <ul style="list-style-type: none"> • Mr. Elmore reported that a bid request had been issued for desktop computers. Five companies responded with bids from \$647 to \$1500. The three lowest bidders had met the specifications for the equipment. Mr. Elmore is recommending Dell Marketing, the lowest bidder. • Mr. Wellman inquired if the bid is a pricing agreement and not an obligation to purchase any specific number of computers. • Mr. Elmore replied that to be correct. The bid document states that no specific number of computers is required. • Mr. Elmore further recommended a four year warranty because the equipment is used for a long period of time. From 2006 to today most of the equipment has been replaced, but some older computers are still being used. <p>Mr. Wellman moved to bring to the full board approval for the award of the workstation bid to Dell Marketing and that the quantity is non-binding. Mr. Weinberg seconded the motion which passed unanimously.</p>	<p>Bid Awards Workstations</p> <p>Motion made and passed unanimously to bring to the full board for approval the award of the workstation bid to Dell Marketing, and that the quantity is non-binding.</p>
<p>3.C.2.</p>	<p>Special Education Transportation Bid</p> <ul style="list-style-type: none"> • Mrs. Johnson reported that there is work to be done before a recommendation can be made for the special education transportation bid. • Dr. Paddyfote added that a legal opinion is required as to whether or not special education transportation can be rebid. Every vendor showed up for the opening of the bids; all bids required additional information or clarification. It is important that the appropriate carrier be chosen for the existing runs as there are children with complex educational and medical needs. Therefore, no action is recommended at this time. • Mrs. Thomas questioned if the bid award would go directly to the Board at the May meeting or will it be presented at the June Operations' meeting. • Dr. Paddyfote responded it depends on the advice of Board counsel. 	

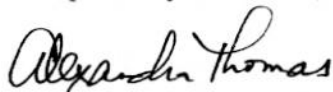
<p>3.D. 3.D.1.2.</p>	<p>Food and Nutrition Services Status of Food and Nutrition Budget Healthy Food Certificate</p> <ul style="list-style-type: none"> • Mrs. Sandra Sullivan reported she is confident the self-sustaining budget for food services will end in the black. This year repair amounts were high but other areas were reduced. There was a change of staff (replacement of a top of the scale employee), two part time positions were eliminated at the end of the year; all three elementary schools are operating with three staff members. The implementation of co-op buying with eight other towns has brought down costs (previous year food purchases were \$630,000; this year that amount was reduced by \$70,000). Federal money is given for commodities used to purchase surplus foods. The wellness program is supported in the district. Fresh fruit and vegetables grown in the U.S. have been purchased with government dollars. • Mrs. Thomas asked about the number of lunches served in the elementary schools. Mrs. Sullivan reported between 200-225 per day. Also, she noted that the free lunch program has generated an increase in federal reimbursements. This year 800 applications were received district-wide. • Mr. Weinberg asked about soda in the schools to which Mrs. Sullivan replied that the Healthy Food Certificate does not allow soda to be sold; only 100% fruit juices, milk and water can be offered. • Mr. Lawson recommended that New Milford continue with the healthy food program. • The wellness program mandates that anything sold to students in the district has to meet certain requirements for fat, sugar, sodium, etc. Funding is 10 cents on every lunch sold; received to date \$33,000 to \$34,000. There is a possibility that the amount reimbursed per lunch may be reduced to 5 cents next year. • Mrs. Thomas noted that the school store had to follow the same guidelines. • After school events such as football games are exempt. 	<p>Food and Nutrition Services Status of Food and Nutrition Budget Healthy Food Certificate</p>
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	<p>Mr. Lawson moved to recommend to the full board that the superintendent be authorized to sign the Healthy Food Certificate for the 2010-2011 school year with the exemption noted. Mr. Wellman seconded the motion which passed unanimously.</p>	<p>Motion made and passed unanimously to recommend to the full board that the superintendent be authorized to sign the Healthy Food Certificate for the 2010-2011 school year with the exemption noted.</p>
<p>3.E. 3.E.1.</p>	<p>Gifts and Donations Exhibit B: PTO</p> <p>Mr. Lawson moved to accept gifts and donations from the PTO. Mr. Wellman seconded the motion which passed unanimously.</p>	<p>Gifts and Donations: Exhibit B: PTO</p> <p>Motion made and passed unanimously to accept gifts and donations from the PTO.</p>
<p>3.F.</p>	<p>Annual Emergency Preparedness Report</p> <ul style="list-style-type: none"> • The report was prepared by Mr. Turk, and Dr. Paddyfote acknowledged the report is on the agenda in accordance with Board policy 5141.6. • Mr. Wellman asked about fire drills at each school. • Dr. Paddyfote explained that fire drills are held once a month. She noted that recent legislation allows a crisis drill to be substituted for a fire drill. • Mr. Wellman inquired about lock-downs. Ms. Baldelli replied the purpose would be to keep students out of hallways or around the building; all doors are locked. • When Mr. Wellman asked about emergency generators at schools other than Sarah Noble, Dr. Paddyfote replied that Sarah Noble was chosen as the best place if an emergency shelter were needed, and the town applied for a grant to purchase the generator. • Dr. Paddyfote explained the Alert Now rapid emergency notification system can handle 900 calls a minute. It is used when school is cancelled; or for emergency notification to families. She also acknowledged the collaboration with the health department and the central office, specifically with Mrs. Johnson, and Ms. Baldelli with respect to the H1N1 clinics. • Mr. Weinberg inquired if \$162,000 was adequate for the security equipment installation at all schools. 	<p>Annual Emergency Preparedness Report</p>

**New Milford Board of Education
 Operations Sub-Committee
 Special Meeting
 May 4, 2010
 New Milford High School – Library Media Center**

	<ul style="list-style-type: none"> Mr. Calhoun added that the District was reimbursed approximately 40% of the \$162,000. The grant provided additional security cameras, speed bumps etc., to enhance our current security systems. 	
3.G.	<p>Recommend appointment of Legal Counsel for the Board of Education according to Policy 9125</p> <ul style="list-style-type: none"> The superintendent distributed Policy 9125. The current legal counsel provided a three-year proposal, but the policy refers to annual appointments. <p>Mr. Lawson would endorse continuing with the current legal counsel, therefore, he moved to recommend to the full board to appoint the firm of Sullivan Schoen Campane & Connon for the 2010-2011 year according to board policy 9125. Mr. Weinberg seconded the motion.</p> <p>Vote in favor: Mr. Lawson, Mrs. Thomas, Mr. Weinberg.</p> <p>Abstaining: Mr. Wellman.</p> <p>Motion passed 3-0-1</p>	<p>Recommend appointment of Legal Counsel for the Board of Education according to Policy 9125</p> <p>Motion made and passed with one abstention to recommend to the full board to appoint the firm of Sullivan, Schoen, Campane & Connon for the 2010-2011 year according to policy 9125.</p>
4.	<p>Adjourn</p> <p>Mr. Lawson moved to adjourn the meeting at 7:45 p.m., seconded by Mr. Wellman. Motion passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting.</p>

Respectfully submitted,



Alexandra Thomas, Chairperson
 Operations Sub-Committee