

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

Present: *Dr. Lisa Diamond – Sub-Committee Chairperson
 *Mr. Joseph Failla
 *Mr. David A. Lawson
 *Mr. Robin Ruggiero
 *Mrs. Julie Turk
 *Mr. Tom McSherry
 Mrs. Wendy Faulenbach – BOE Chairperson
 Mr. William McLachlan 7:50 pm

*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. Davis Elmore, Director of Technology
 Mrs. Adele Johnson, Supervisor of Special Services
 Ms. Ellamae Baldelli, Principal, Sarah Noble Intermediate School.

1. Dr. Diamond called the meeting to order at 7:30 p.m.	Call to Order
2. There was no public comment.	Public Comment
3. Discussion and Possible Action Items A. Exhibit A <ul style="list-style-type: none"> ▪ Dr. Paddyfote noted that there are six (6) retiring teachers who have been selected, by lottery, to receive the early retirement benefit out of fourteen (14) applicants. The early retirement benefit will be offered one more year. <p>Motion by Mr. McSherry: Move that Exhibit A be brought to the full Board for approval.</p> <p>Seconded by: Mr. Lawson</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Ruggiero, Mrs. Turk Nay: Abstain: Motion: Passed Unanimously 6-0-0</p>	Exhibit A Motion made and passed to bring Exhibit A to the full Board for approval.
B. Monthly Reports 1. Purchase Resolution D-595 <ul style="list-style-type: none"> ▪ Mrs. Johnson stated that this Purchase Resolution covers all the major SPED expenditures, including DCF placements that New Milford is obligated to underwrite. 	Monthly Reports

<p>2. Request for Transfers</p> <ul style="list-style-type: none"> ▪ Mr. Corbett stated that the move from oil to gas (Account 624 to 625) is not reflected on this Request for Transfers as it was not completed when this accounting was run. ▪ Mrs. Turk would like the BOE to be provided with “snapshots” of what they are expected to approve so as to compare facts and figures. She would like to see the original number, the current number, and the budgeted number provided all together . <p>3. Budget Position as of 10/31/06</p> <ul style="list-style-type: none"> ▪ Mr. Turk stated that we are just about where we were financially at this time last year. <p>Motion made by Mrs. Turk: Move to bring Purchase Resolution D-595, Request for Transfers, and Budget Position as of 10/31/06 to the full Board for approval.</p> <p>Seconded by: Mr. McSherry</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Rugeiro, Mrs. Turk Nay: Abstain: Motion: Passed Unanimously 6-0-0</p>	<p>Motion made and passed to bring Purchase Resolution D-595, Request for Transfers, and Budget Position as of 10/31/06 to the full Board for approval.</p>
<p>C. Magnet School</p> <ul style="list-style-type: none"> ▪ Dr. Paddyfote pointed out that a deadline for the Board to decide on how many new kindergarten students New Milford will be sending to the Magnet School in 2007-2008 has yet to be determined. Many questions have been discussed among the Magnet School Trustees. One of the major issues seems to be that, hypothetically, a student moves from one participating district to another. The new district must assume the cost of sending that student to the Magnet School through the obligatory fifth grade year. This situation can play havoc with budgeted resources, especially transportation arrangements. No participating district has taken more seats since June 2006. Thirty-three (33) seats remain unfilled. ▪ The 2006-2007 tuition per student is \$1,000. Next year’s tuition has not been determined. ▪ New Milford is obligated to see our current fifteen (15) students through the fifth grade, but is not obligated to send more than the current fifteen (15). ▪ Mr. Lawson is not in favor of the Magnet School. He feels that it is a quagmire of unanswered questions. The Magnet School is already operating in a deficit this year by \$1.2 million 	<p>Magnet School Discussion</p>

<p>dollars, what will happen next year? Mr. Lawson urges the Committee to recommend a freeze on enrollment numbers.</p> <ul style="list-style-type: none"> ▪ Dr. Paddyfote provided the information as a “heads up” to the Committee. She will take any questions they may have to the next Trustee’s meeting, but reminded the Committee that the Magnet School governance is a “work in progress”. ▪ Mr. Lawson questioned our role in administration policy decisions for the Magnet School and Mr. Failla questioned constitutional issues about New Milford having no decision making power for students for whom we are paying. ▪ Mrs. Faulenbach noted that there are many questions still unresolved regarding the funding and policies of the Magnet School. ▪ The Committee is reminded that Danbury BOE has the final word about policy governing the Magnet School and its student population. Mr. McLachlan stated that New Milford has the policy making power over Sherman students that attend New Milford High School. ▪ Mrs. Turk stated that there are many more parents interested in sending their children than there are available seats. 	
<p>D. SNIS Update</p> <ul style="list-style-type: none"> ▪ Ms. Baldelli thanked the BOE members for their help with previous staffing requests. ▪ Ms. Baldelli stated that her Memorandum to Dr. Paddyfote includes explanation for further staffing increase requests. ▪ At current staffing levels, IEP and 504 students’ required needs are being met, but not at optimal level. In the Remedial Reading program, students may be getting help twice weekly instead of the five times a week level. ▪ Student needs cross all three grades and houses. It is not one grade more than another, rather just a large student body. With subs filling necessary positions, if those subs become unavailable, paras are pulled from regular scheduled coverage to fill in the gaps. Some classrooms have from three (3) to five(5) students identified as needing support as well as 1-1 students. At times there is just no coverage of these classrooms at all. ▪ Extra help programs such as the Early Bird Program have been cut due to lack of funding. ▪ Mr. Mulvihill added that last year Title I funds were not as restricted as they are this year. These restrictions further diminish available funding. \$34,000, for example is dedicated for use for under 10% of the student body. ▪ Mr. McSherry asked where the money will come from to pay for three additional tutor positions. Mrs. Faulenbach asked if we were ready to make the necessary funding transfers to underwrite these positions. 	<p>SNIS Update</p>

<ul style="list-style-type: none"> ▪ Mr. Turk stated that the only option for funding at this time is the certified salary account. He continues to comb the rest of the accounts and is hoping for a mild winter. <p>Motion by Mr. Lawson: Move that SNIS staffing requests be brought to the full Board for discussion and possible action.</p> <p>Seconded by Mr. McSherry</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Ruggeiro, Mrs. Turk Nay: Abstain: Motion: Passed Unanimously 6-0-0</p>	<p>Motion made and passed that SNIS staffing requests be brought to the full Board for discussion and possible action</p>
<p>E. 2007-08 Budget Update</p> <ul style="list-style-type: none"> ▪ Mr. Turk reviewed what has been done so far to begin the budget process. Each administrator was given a target number based on their school’s current enrollment. Mr. Turk will do the budget for Central Office. ▪ Foundation or fixed costs are being carefully monitored. One of the areas that we have been pro-active is energy usage and energy costs. The focus on energy education and conservation is part of this pro-active stance. Another is our membership in a consortium to bid on fuel ▪ Mr. Turk has been looking at the cumbersome budget books that we currently use. He suggested a progressive disclosure type set up of the detailed budget book where a summary would be provided at the beginning of the book with the full detailed information to follow. Mr. Ruggeiro, Mr. Lawson, and Mr. McLachlan agree that this set up would be more useful. ▪ Mr. Turk’s timetable has been thrown off somewhat by the timing of the Strategic Planning Workshop Schedule. ▪ Mrs. Turk stated that she will be asking for various items of information including teacher/pupil ratio, estimates for major expenditures, and grant tracking reporting system information. ▪ Dr. Diamond stated that this request must come from the Operations Sub-Committee. ▪ Mrs. Faulenbach suggested perhaps a workshop in December dedicated to budget issues would be helpful. 	<p>2007-08 Budget Update</p>
<p>F. NES – Tutoring</p> <ul style="list-style-type: none"> ▪ Mr. Mulvihill recommends the addition of one (1) tutor for Grade 1 at NES. The funding for this position would come from monies saved on textbook purchasing. 	<p>NES Tutoring</p>

<p>Motion made by: Mr. Lawson Move that Tutoring Services for Grade 1-NES be brought to the full Board for approval.</p> <p>Seconded by: Mr. Failla Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Ruggeiro, Mrs. Turk Nay: Abstain: Motion: Passed Unanimously 6-0-0</p>	<p>Motion made and passed that Tutoring Services for Grade 1-NES be brought to the full Board for approval.</p>
<p>G. Sherman Contract</p> <ul style="list-style-type: none"> ▪ Proposed changes to our contract with Sherman are bolded and italicized. These changes have been recommended by our legal advisors. Sherman has not yet seen this new contract. ▪ Dr. Paddyfote would like to move this contract forward as there will be a new Superintendent in Sherman in late December or January. ▪ New Milford has always been Sherman’s designated high school. At one time New Milford received all of the students from Sherman. That number decreased when the Sherman students were given a choice but we are seeing increases annually in the recent past. The State expects this number to increase next year over our current high of 92 students. <p>Motion made by: Mr. Lawson Move that the Operations Sub-Committee recommends that the BOE authorize the Board Chairperson to sign and enter into a contract with the Sherman BOE.</p> <p>Seconded by: Mr. Ruggeiro</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Ruggeiro, Mrs. Turk Nay: Abstain: Motion: Passed Unanimously 6-0-0</p>	<p>Sherman Contract</p> <p>Motion made and passed that the Operations Sub-Committee recommends that the BOE authorize the Board Chairperson to sign and enter into a contract with the Sherman BOE.</p>
<p>H. Gifts and Donations</p> <p>1. Exhibit B: PTO to SNIS in the amount of \$1,175 for Slapstick Science</p> <p>Motion made by: Mr. Ruggeiro Move that Exhibit B be brought to the full Board for approval. Seconded by: Mr. McSherry Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Ruggeiro, Mrs. Turk Nay: Abstain: Motion: Passed Unanimously 6-0-0</p>	<p>Gifts and Donations</p> <p>Motion made and passed that Exhibit B be brought to the full Board for approval.</p>

<p>Next Operations Sub-Committee meeting has been re-scheduled from December 5th to December 7th to accommodate the Strategic Planning Workshop schedule.</p>	
<p>4. Executive Session A. Out-of-District Tuition Request</p> <p>Motion made by: Mr. McSherry Move that the Operations Sub-Committee move into Executive Session for the purpose of discussing an out-of-district tuition request.</p> <p>Seconded by: Mrs. Turk</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Ruggeiro, Mrs. Turk Nay: Abstain: Motion: Passed Unanimously -0-0</p>	<p>Executive Session</p> <p>Motion made and passed that the Operations Sub-Committee move into Executive Session for the purpose of discussing an out-of-district tuition request.</p>
<p>The Operations Sub-Committee moved into Executive session at 8:37 p.m. The eight Board of Education members entered into Executive Session, inviting Dr. Paddyfote and Mrs. Gil-Rogers.</p>	<p>Executive Session</p>
<p>The Operations Sub-Committee returned to public session at 9:05 p.m.</p>	<p>Public Session</p>
<p>Motion made by: Mr. McSherry Move to bring to the full Board the recommendation to grant a tuition waiver to a senior at New Milford High School as per the discussion in executive Session.</p> <p>Seconded by: Mr. Ruggeiro</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Ruggeiro, Mrs. Turk Nay: Abstain: Motion: Passed Unanimously 6-0-0</p>	<p>Motion made and passed to bring to the full Board the recommendation to grant a tuition waiver to a senior at New Milford High School as per the discussion in Executive Session.</p>
<p>5. Motion made by: Mr. Failla Move that the Operations Sub-Committee meeting adjourn.</p> <p>Seconded by: Mr. McSherry</p> <p>Aye: Dr. Diamond, Mr. Failla, Mr. Lawson, Mr. McSherry, Mr. Ruggeiro, Mrs. Turk Nay: Abstain: Motion: Passed Unanimously 6-0-0</p> <p>The meeting was adjourned at 9:08 p.m.</p>	<p>Motion made and passed that the Operations Sub-Committee meeting adjourn.</p> <p>Adjournment</p>

Respectfully submitted,

Dr. Lisa Diamond, Committee Chair