

NEW MILFORD BOARD OF EDUCATION
New Milford Public Schools
50 East Street
New Milford, Connecticut 06776

OPERATIONS SUB-COMMITTEE
MEETING NOTICE

DATE: May 12, 2020
TIME: 7:30 P.M.
PLACE: By Zoom Virtual Meeting

RECEIVED
TOWN CLERK
2020 MAY -8 A 9 46

NEW MILFORD, CT

To join the meeting:

<https://zoom.us/j/93354902245?pwd=a2lZVHAyRVcrckRtRTA4ZEVVMER2OT09>

Meeting ID: 933 5490 2245

Password: 696814

AGENDA

New Milford Public Schools Mission Statement

The mission of the New Milford Public Schools, a collaborative partnership of students, educators, family, and community, is to prepare each and every student to compete and excel in an ever-changing world, embrace challenges with vigor, respect and appreciate the worth of every human being, and contribute to society by providing effective instruction and dynamic curriculum, offering a wide range of valuable experiences, and inspiring students to pursue their dreams and aspirations.

- 1. Call to Order**
- 2. Public Comment**

An individual may address the Board concerning any item on the agenda for the meeting subject to the following provisions:

- A. A three-minute time limit may be allocated to each speaker with a maximum of twenty minutes being set aside per meeting. The Board may, by a majority vote, cancel or adjust these time limits.
- B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.

3. Discussion and Possible Action

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence
- B. Monthly Reports
 1. Budget Position dated April 30, 2020
 2. Purchase Resolution D-734
 3. Request for Budget Transfers
- C. Grant
 1. IDEA Grant
- D. Bid Award
 1. Copier Services

4. Items of Information

- A. Substitute Recruitment and Retention Services
- B. Update on 2019-2020 Budget
- C. Update on 2020-2021 Budget

5. Public Comment

An individual may address the Board concerning any item on the agenda for the meeting subject to the following provisions:

- A. A three-minute time limit may be allocated to each speaker with a maximum of twenty minutes being set aside per meeting. The Board may, by a majority vote, cancel or adjust these time limits.
- B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.

6. Adjourn

Sub-Committee Members: Wendy Faulenbach, Chairperson
Pete Helmus
Eileen P. Monaghan
Olga I. Rella

Alternates: Brian McCauley
Tammy McInerney

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education

May 19, 2020

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

1. None

2. CERTIFIED STAFF

b. NON-RENEWALS

1. None

3. CERTIFIED STAFF

c. APPOINTMENTS

1. **Mrs. Ashley Wyka**, Special Education Teacher, Schaghticoke Middle School
Move that the Board of Education rescind the resignation of **Mrs. Ashley Wyka** as Special Education Teacher at Schaghticoke Middle School for the 2020-2021 school year effective May 19, 2020.

Rescind resignation from
March 17, 2020

4. MISCELLANEOUS STAFF

a. RESIGNATIONS

1. None

5. MISCELLANEOUS STAFF

b. APPOINTMENTS

1. None

6. NON-CERTIFIED STAFF AND LICENSED STAFF

a. RESIGNATIONS

1. None

7. NON-CERTIFIED AND LICENSED STAFF

b. APPOINTMENTS

1. None

8. ADULT EDUCATION STAFF

a. RESIGNATIONS

1. None

9. ADULT EDUCATION STAFF

b. APPOINTMENTS

1. None

10. BAND STAFF

a. RESIGNATIONS

1. None

11. BAND STAFF

b. APPOINTMENTS

1. None

12. COACHING STAFF

a. RESIGNATIONS

1. None

13. COACHING STAFF

b. APPOINTMENTS

1. None

14. LEAVES OF ABSENCE

1. None



SUMMARY BY MOC (MAJOR OBJECT CODE)

RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	28,786,342	-1,360	28,784,982	22,746,714	6,095,444	-57,176	100.20%
100'S	SALARIES - NON CERTIFIED	9,334,085	0	9,334,085	7,502,492	1,055,443	776,150	91.68%
200'S	BENEFITS	11,327,946	0	11,327,946	9,602,781	1,458,320	266,845	97.64%
300'S	PROFESSIONAL SERVICES	4,087,606	25,119	4,112,726	2,931,851	878,813	302,062	92.66%
400'S	PROPERTY SERVICES	969,278	-3,411	965,867	652,255	164,964	148,647	84.61%
500'S	OTHER SERVICES	7,628,684	-43,813	7,584,871	5,348,232	1,769,024	467,615	93.83%
600'S	SUPPLIES	2,626,716	-3,302	2,623,414	1,778,594	560,139	284,680	89.15%
700'S	CAPITAL	84,047	27,243	111,290	44,160	39,220	27,910	74.92%
800'S	DUES AND FEES	88,621	-476	88,145	83,273	795	4,077	95.37%
900'S	REVENUE	-892,633	0	-892,633	-745,312	0	-147,321	83.50%
GRAND TOTAL		64,040,692	0	64,040,692	49,945,039	12,022,163	2,073,489	96.76%

SALARIES - NON CERTIFIED BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	565,784	0	565,784	260,415	0	305,369	46.03%
51201	SALARIES - NON CERT - PARA EDUCATOR	2,009,328	0	2,009,328	1,559,080	364,924	85,324	95.75%
51202	SALARIES - NON CERT - SUBSTITUTES	854,478	0	854,478	820,589	0	33,889	96.03%
51210	SALARIES - NON CERT - SECRETARY	1,888,333	0	1,888,333	1,601,251	235,645	51,436	97.28%
51225	SALARIES - NON CERT - TUTORS	300,695	0	300,695	222,797	0	77,898	74.09%
51240	SALARIES - NON CERT - CUSTODIAL	1,891,646	0	1,891,646	1,524,917	246,578	120,151	93.65%
51250	SALARIES - NON CERT - MAINTENANCE	920,746	0	920,746	720,588	109,112	91,047	90.11%
51285	SALARIES - NON CERT - TECHNOLOGY	457,410	0	457,410	384,190	62,184	11,037	97.59%
51336	SALARIES - NON CERT - NURSES	445,665	0	445,665	408,665	37,000	0	100.00%
TOTAL		9,334,085	0	9,334,085	7,502,492	1,055,443	776,150	91.68%

BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	638,931	-360	638,571	469,545	0	169,026	73.53%
52201	BENEFITS - MEDICARE	534,567	0	534,567	418,071	0	116,496	78.21%
52300	BENEFITS - PENSION	840,836	360	841,196	841,696	0	-500	100.06%
52600	BENEFITS - UNEMPLOYMENT COMP	15,000	0	15,000	40,479	0	-25,479	269.86%
52810	BENEFITS - HEALTH INSURANCE	8,572,329	0	8,572,329	7,212,267	1,360,062	0	100.00%
52820	BENEFITS - DISABILITY INSURANCE	125,000	0	125,000	85,520	39,480	0	100.00%
52830	BENEFITS - LIFE INSURANCE	121,000	0	121,000	87,719	33,281	0	100.00%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	480,283	0	480,283	447,483	25,498	7,302	98.48%
TOTAL		11,327,946	0	11,327,946	9,602,781	1,458,320	266,845	97.64%

*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	28,786,342	-1,360	28,784,982	22,746,714	6,095,444	-57,176	100.20%
51200	NON-CERTIFIED SALARIES	9,334,085	0	9,334,085	7,502,492	1,055,443	776,150	91.68%
52000	BENEFITS	11,327,946	0	11,327,946	9,602,781	1,458,320	266,845	97.64%
53010	LEGAL SERVICES	213,500	0	213,500	242,101	0	-28,601	113.40%
53050	CURRICULUM DEVELOPMENT	75,000	0	75,000	42,776	0	32,224	57.03%
53200	PROFESSIONAL SERVICES	2,020,502	-55,520	1,964,982	1,191,383	607,985	165,614	91.57%
53201	MEDICAL SERVICES - SPORTS	30,500	0	30,500	19,667	0	10,833	64.48%
53210	TIME & ATTENDANCE SOFTWARE	10,500	0	10,500	3,596	42	6,862	34.64%
53220	IN SERVICE	118,560	-14,803	103,757	66,133	3,133	34,491	66.76%
53230	PUPIL SERVICES	931,976	97,360	1,029,336	852,482	141,929	34,925	96.61%
53300	OTHER PROF/ TECH SERVICES	65,215	-3,518	61,697	42,314	1,516	17,867	71.04%
53310	AUDIT/ACCOUNTING	45,000	0	45,000	45,000	0	0	100.00%
53500	TECHNICAL SERVICES	260,690	1,600	262,290	196,100	52,874	13,316	94.92%
53530	SECURITY SERVICES	206,163	0	206,163	134,828	71,335	0	100.00%
53540	SPORTS OFFICIALS SERVICES	110,000	0	110,000	95,471	0	14,529	86.79%
54101	CONTRACTUAL TRASH PICK UP	92,995	0	92,995	59,640	17,310	16,046	82.75%
54301	REPAIRS & MAINTENANCE	455,243	0	455,243	325,708	95,546	33,989	92.53%
54302	FIRE / SECURITY MAINTENANCE	2,500	0	2,500	1,203	0	1,297	48.11%
54303	GROUPS MAINTENANCE	14,028	0	14,028	7,025	2,175	4,828	65.58%
54310	GENERAL REPAIRS	48,446	-4,046	44,400	19,410	10,777	14,213	67.99%
54320	TECHNOLOGY RELATED REPAIRS	36,430	0	36,430	18,314	0	18,116	50.27%
54411	WATER	68,195	0	68,195	45,463	22,732	0	100.00%
54412	SEWER	22,900	0	22,900	22,025	184	691	96.98%
54420	LEASE/RENTAL EQUIP/VEH	228,541	635	229,176	153,468	16,240	59,468	74.05%
55100	PUPIL TRANSPORTATION - OTHER	106,250	0	106,250	74,033	29,342	2,875	97.29%
55101	PUPIL TRANS - FIELD TRIP	23,000	-2,813	20,187	19,686	0	501	97.52%
55105	TRANSPORTATION - SUMMER	16,000	0	16,000	0	0	16,000	0.00%
55110	STUDENT TRANSPORTATION	4,560,865	0	4,560,865	3,200,501	1,283,051	77,314	98.30%
55190	STUDENT TRANSPORTATION PURCHAS	1,500	0	1,500	0	0	1,500	0.00%
55200	GENERAL INSURANCE	279,746	0	279,746	279,746	0	0	100.00%
55300	COMMUNICATIONS	48,668	0	48,668	36,928	11,740	0	100.00%
55301	POSTAGE	35,531	0	35,531	18,937	16,594	0	100.00%
55302	TELEPHONE	77,145	0	77,145	73,145	4,000	0	100.00%

*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	5,000	0	5,000	2,867	0	2,133	57.35%
55505	PRINTING	51,372	0	51,372	33,991	4,228	13,153	74.40%
55600	TUITION	35,000	0	35,000	1,858	0	33,142	5.31%
55610	TUITION TO IN STATE DIST	796,641	-41,000	755,641	540,272	68,777	146,592	80.60%
55630	TUITION TO PRIVATE SOURCES	1,540,697	0	1,540,697	1,045,169	344,695	150,833	90.21%
55800	TRAVEL	51,269	0	51,269	21,100	6,597	23,572	54.02%
56100	GENERAL INSTRUCTIONAL SUPPLIES	168,242	-635	167,607	108,420	8,711	50,476	69.88%
56110	INSTRUCTIONAL SUPPLIES	415,078	2,207	417,285	288,417	14,495	114,373	72.59%
56120	ADMIN SUPPLIES	28,397	0	28,397	15,859	533	12,006	57.72%
56210	NATURAL GAS	194,960	0	194,960	142,639	52,321	0	100.00%
56220	ELECTRICITY	964,971	0	964,971	676,558	288,413	0	100.00%
56230	PROPANE	4,500	0	4,500	1,690	1,189	1,620	63.99%
56240	OIL	205,437	0	205,437	141,152	64,285	0	100.00%
56260	GASOLINE	33,246	0	33,246	9,001	16,707	7,538	77.33%
56290	FACILITIES SUPPLIES	308,111	0	308,111	205,830	75,697	26,584	91.37%
56291	MAINTENANCE COMPONENTS	15,000	0	15,000	14,650	43	307	97.95%
56292	UNIFORMS/ CONTRACTUAL	14,200	0	14,200	8,941	3,000	2,259	84.09%
56293	GROUNDKEEPING SUPPLIES	22,750	0	22,750	5,264	11,780	5,706	74.92%
56410	TEXTBOOKS	60,228	245	60,473	60,473	0	0	100.00%
56411	CONSUMABLE TEXTS	55,481	-5,040	50,440	10,691	12,746	27,003	46.46%
56420	LIBRARY BOOKS	58,696	520	59,216	40,062	6,186	12,968	78.10%
56430	PERIODICALS	19,157	-475	18,682	16,299	0	2,383	87.24%
56460	WORKBOOKS	13,916	0	13,916	13,732	172	12	99.92%
56500	SUPPLIES - TECH RELATED	44,346	-124	44,222	18,917	3,860	21,446	51.50%
57340	COMPUTERS/TECH HARDWARE	14,100	0	14,100	9,853	32	4,214	70.11%
57345	INSTRUCTIONAL EQUIPMENT	8,140	0	8,140	2,788	440	4,912	39.66%
57400	GENERAL EQUIPMENT	49,683	27,243	76,926	28,009	38,747	10,170	86.78%
57500	FURNITURE AND FIXTURES	12,124	0	12,124	3,510	0	8,614	28.95%
58100	DUES & FEES	88,621	-476	88,145	83,273	795	4,077	95.37%
EXPENDITURE TOTAL		64,933,325	0	64,933,325	50,690,352	12,022,163	2,220,810	96.58%



REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-533,633	0	-533,633	-553,320	0	19,687	103.69%
43105	MEDICAID REIMBURSEMENT	-51,000	0	-51,000	-32,420	0	-18,580	63.57%
44105	FOI & FINGERPRINTING FEES	-1,900	0	-1,900	0	0	-1,900	0.00%
44705	BUILDING USE FEES (BASE RENTAL)	-55,000	0	-55,000	-22,826	0	-32,174	41.50%
49102	BUILDING USE FEES (CUSTODIAL)	-27,951	0	-27,951	-17,247	0	-10,704	61.70%
44800	REGULAR ED TUITION	-104,725	0	-104,725	-43,000	0	-61,725	41.06%
44822	SPECIAL ED TUITION	-18,200	0	-18,200	0	0	-18,200	0.00%
44860	ADMISSIONS/ATHLETIC GATE RECEIPTS	-25,400	0	-25,400	-23,500	0	-1,900	92.52%
44861	PARKING PERMIT FEES	-64,824	0	-64,824	-53,000	0	-11,824	81.76%
44862	SCHOOL MUSICAL TICKET SALES	-10,000	0	-10,000	0	0	-10,000	0.00%
REVENUE TOTAL		-892,633	0	-892,633	-745,312	0	-147,321	83.50%

GRAND TOTAL	64,040,692	0	64,040,692	49,945,039	12,022,163	2,073,489	96.76%
--------------------	-------------------	----------	-------------------	-------------------	-------------------	------------------	---------------

<u>BOE Capital Reserve Acct #43020000-10101</u>	
Total as of 4/30/20	548,943

<u>BOE Turf Field Replacement Acct #43020000-10130</u>	
CONTRIBUTION - <u>FROM BOE 17.18 FYE BALANCE</u>	50,000
CONTRIBUTION - <u>FROM BOE 18.19 FYE BALANCE</u>	50,000
CONTRIBUTION - <u>FROM BOE COLLECTED TEAM FEE'S & BANNER SALES</u>	10,225
Total as of 4/30/20	110,225



WHEREAS, the equipment, supplies and/or services for which the following Purchase Orders have been issued and deemed necessary by the Superintendent of Schools, and the cost, thereof, are within the budget appropriations approved by the voters of the Town, NOW, BE IT RESOLVED, that the said purchase orders and all disbursements in connection, thereof, are hereby approved.

Funding	Location	Vendor Name	Description	Amount	Object Code
5 YEAR CAPITAL	TECHNOLOGY	CDW GOVERNMENT	129 CHROMEBOOKS WITH LICENSES - REFRESH CYCLE (funding for this was already withdrawn from BOE Capital Reserve account after approval by BoF on 10.9.19)	\$ 30,057.00	57340
GENERAL	TECHNOLOGY	CDW GOVERNMENT	83 CHROMEBOOKS WITH LICENSES	\$ 21,143.00	57400
GENERAL	TECHNOLOGY	APPLE, INC.	13 REPLACEMENT COMPUTERS WITH APP BUNDLES - NMHS MAC LAB	\$ 16,036.87	57400
GENERAL	SPED	THE WAVERLY GROUP	OUTSIDE EVALUATIONS THROUGH MARCH 2020	\$ 13,900.00	53230
GENERAL	TECHNOLOGY	ZONES, INC.	95 HARD DRIVE REPLACEMENTS WITH ADAPTERS TO EXTEND DESKTOP LIFE	\$ 8,445.00	57400
GENERAL	TECHNOLOGY	WHALLEY COMPUTER ASSOCIATES	5 SMARTBOARDS WITH PROTECTION PLAN	\$ 8,830.00	53500
GENERAL	TECHNOLOGY	RAPTOR TECHNOLOGIES, LLC	13 REPLACEMENT BADGE SCANNERS	\$ 6,435.00	53500
GRANT- PEGPETIA	TECHNOLOGY	DISCOVER VIDEO LLC	VIDEO DISTRIBUTION EQUIPMENT & TRAINING	\$ 55,804.52	57340
GRANT- TITLE 1	TECHNOLOGY	SHI INTERNATIONAL	115 CHROMEBOOKS WITH LICENSES	\$ 38,661.40	53300
GRANT- TITLE 1	TECHNOLOGY	OMNI DATA	26 WIRELESS ACCESS POINTS	\$ 26,442.00	53300
GRANT- IDEA	SPED	MICHELINE HARKIN	ASSISTIVE TECHNOLOGY SERVICES FOR 19-20	\$ 11,245.00	53230
GRANT- IDEA	SPED	JEFFREY WICKLINE	GRANT PORTION OF OT/PT SERVICES FOR 19-20	\$ 7,573.00	53230
GRANT- PEGPETIA	TECHNOLOGY	B&H PHOTO	2 CAMCORDERS, 2 TRIPODS AND BAGS, 1 ELECTRONIC DRY CABINET FOR STORAGE	\$ 6,705.97	57340

GRANT EXPENDITURES ARE PRESENTED IN BOLD AND ITALICIZED FONT IN THE ABOVE LISTING



BUDGET TRANSFER REQUESTS

AGENDA ITEM 3B-3
MAY 2020 MEETING

DETAIL			FROM (-)			TO (+)		
#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
SPED-1	MORE OUTSIDE EVALUATIONS AS SHOWN ON PURCHASE RESOLUTION D-734 THIS MONTH. TO BE FUNDED WITH LESS OUTPLACED TUITION COSTS.	\$ 15,000.00	DISTRICT	BSZ10028 SPECIAL EDUCATION	55610 TUITION - PUBLIC	DISTRICT	BPZ21343 HEALTH	53230 PUPIL SERVICES
TECH -1	ADDITIONAL CHROMEBOOKS ANTICIPATING SHORTER LIFE SPAN WHILE DEPLOYED FOR DISTANCE LEARNING PLUS FUNDS TO REPLACE AGING NMHS COMPUTER LAB AS SHOWN ON PURCHASE RESOLUTION D-734 THIS MONTH. TO BE FUNDED WITH LESS PROFESSIONAL DEVELOPMENT, REPAIR AND SUPPLY MONEY WITHIN THIS DIVISION OF TECHNOLOGY.	\$ 13,802.65	DISTRICT	BDZ10026 TECHNOLOGY	53220 PROFESSIONAL SERVICES	DISTRICT	BDZ10026 TECHNOLOGY	57400 TECH EQUIPMENT
		\$ 3,518.00			53300 TECH SERVICES			
		\$ 3,202.00			54310 GENERAL REPAIRS			
		\$ 6,720.39			56110 INSTRUCTIONAL SUPPLIES			

DETAIL			FROM (-)			TO (+)		
#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
FISCAL-1	ADDITIONAL COSTS INCURRED DUE TO INCREASED NUMBER OF PENSION QUOTE REQUESTS FROM PERSPECTIVE EMPLOYEES WISHING TO RETIRE VERSUS WHAT WAS IN THE ORIGINAL BUDGET. TO BE FUNDED WITH SAVINGS IN THE BENEFITS ACCOUNT WHERE FICA IS PAID.	\$500.00	DISTRICT	BAZ25043 FISCAL SERVICES	52200 FICA	DISTRICT	BAZ25043 FISCAL SERVICES	52300 PENSION
FISCAL-2	ADDITIONAL UNEMPLOYMENT COSTS VERSUS WHAT WAS IN THE ORIGINAL BUDGET. TO BE FUNDED WITH SAVINGS IN THE BENEFITS ACCOUNT WHERE FICA IS PAID. THIS MAY NEED ANOTHER TRANSFER TO COVER MORE EXPENSES BETWEEN NOW AND FISCAL YEAR END.	\$25,479.00	DISTRICT	BAZ25043 FISCAL SERVICES	52200 FICA	DISTRICT	BAZ25043 FISCAL SERVICES	52600 UNEMPLOYMENT

NEW MILFORD PUBLIC SCHOOLS

Office for Student Affairs
50 EAST STREET
NEW MILFORD, CONNECTICUT 06776
(860) 354-2654 FAX (860) 210-2682



Laura M. Olson
Director of Special Services

MEMORANDUM

TO: Dr. Kerry Parker, Superintendent
FROM: Laura M. Olson
DATE: May 6, 2020
RE: IDEA Grant

Attached you will find the Budget Narrative and State Budget pages for the IDEA, Part B, Section 611 and Section 619 grants. These are entitlement grants, not competitive grants, and funds must be spent on activities that support district goals for special education students. IDEA-611 is for students 3-21 years old and IDEA-619 is solely for activities supporting children 3-5 years old. The major expenditures for each of these grants are on staffing. The budget narrative pages explain the full-time equivalents and the actual expenditure line for each category. The IDEA-611 grant is \$893,595 and IDEA-619 is \$33,519.

District Goals supporting the grants:

1. To increase opportunities for all students with disabilities meaningful learning time with nondisabled peers.
2. To increase parent partnerships in the participation of their child's educational program.
3. To increase opportunities for students with disabilities to access technology, to promote communication, access to general curriculum and learning.
4. To provide appropriate instruction for students with specific learning and behavioral needs.
5. To increase the proficiency and accuracy of paperwork, written goals and data related to special education.
6. To promote best practices for transition planning.
7. To promote best special education preschool programming within a fully inclusive environment with nondisabled typical peers.
8. To enhance preschool programming addressing state Preschool Curriculum and other best practices.

Budget

New Milford School District (096-000) Public School District - FY 2021 - IDEA - Rev 0 - IDEA 611

Object	Total
111A - Non-Instructional Salaries	\$77,700.00
111B - Instructional Salaries	\$699,018.00
200 - Personal Services - Employee Benefits	\$0.00
321 - Tutors (Instructional, Non-Payroll)	\$0.00
322 - In Service	\$37,400.00
323 - Pupil Services (Non-Payroll)	\$48,762.00
324 - Field Trips	\$0.00
325 - Parent Activities	\$3,215.00
330 - Employee Training (Non-Direct Services)	\$20,500.00
340 - Other Professional Services	\$0.00
341 - Audit	\$0.00
350 - Technical Services	\$0.00
440 - Rentals	\$0.00
450 - Construction Services	\$0.00
510 - Student Transportation Services	\$0.00
530 - Communications	\$0.00
560 - Tuition	\$0.00
580 - Travel	\$500.00

600 - Supplies - Technology/Instructional	\$6,500.00
730 - Equipment	\$0.00
734 - Technology Related Hardware	\$0.00
735 - Technology Software	\$0.00
917 - Indirect Costs	\$0.00
Total	\$893,595.00
Allocation	\$893,595.00
Remaining	\$0.00

Budget

New Milford School District (096-000) Public School District - FY 2021 - IDEA - Rev 0 - IDEA 619

Object	Total
111A - Non-Instructional Salaries	\$0.00
111B - Instructional Salaries	\$23,605.00
200 - Personal Services - Employee Benefits	\$0.00
321 - Tutors (Instructional, Non-Payroll)	\$0.00
322 - In Service	\$500.00
323 - Pupil Services (Non-Payroll)	\$7,573.00
324 - Field Trips	\$0.00
325 - Parent Activities	\$750.00
330 - Employee Training (Non-Direct Services)	\$0.00
340 - Other Professional Services	\$0.00
341 - Audit	\$0.00
350 - Technical Services	\$0.00
440 - Rentals	\$0.00
450 - Construction Services	\$0.00
510 - Student Transportation Services	\$0.00
530 - Communications	\$0.00
560 - Tuition	\$0.00
580 - Travel	\$0.00

600 - Supplies - Technology/Instructional	\$540.00
730 - Equipment	\$0.00
734 - Technology Related Hardware	\$551.00
735 - Technology Software	\$0.00
917 - Indirect Costs	\$0.00
Total	\$33,519.00
Allocation	\$33,519.00
Remaining	\$0.00



3D-1
Operations Sub-Committee
May 2020

TO: Kerry Parker, Superintendent
FROM: Brandon Rush, Director of Technology
Date: May 8, 2020
RE: Bid Award E-1920-103119 – Digital Copiers

The bid packet for the **Copier Services** was mailed to vendors, posted on our website and also ran as a legal notice in the newspaper. The bid close date was on Tuesday December 3, 2020.

On that date, eight (8) vendors submitted bids for the project:

- A & A Office Systems, Inc.
- Base Technologies
- Canon
- Connecticut Business Systems (CBS)
- LDI Kota
- Prism
- Ricoh
- Ryan Business Systems, Inc.

Of the eight (8) vendors, four (4) vendors were moved forward and then made presentations to Technology staff and the Director of Fiscal Services and Operations remotely to complement their bid submission. This recommendation for award is based off of the following factors:

- Track record of positive experiences with NMPS
- Flexibility in how/when devices are deployed due to COVID-19
- Options for support of our existing HP printer fleet
- Print management software
- Vendor's familiarity with our district's infrastructure
- Presentation, delivery and follow up throughout the RFP Process

It is my recommendation, shared with Anthony J. Giovannone, the Director of Fiscal Services and Operations, that the Board consider awarding this bid to Ricoh for services starting July 1, 2020.



Following this bid award, a contract will be signed with the vendor in June to allow the swapping out of machines to be coordinated with the vendor and our staff over the summer. Since the COVID-19 pandemic may still be an issue as we enter the summer and next school year, Ricoh is willing to work out a modified rollout schedule. This item will next appear on the first Purchase Resolution of the 2020/2021 fiscal year in July 2020, in order to generate a purchase order to the vendor. I will be glad to discuss this at the Operations meeting on May 12, 2020 to answer any and all questions regarding this decision.

Sincerely,
Brandon Rush
Director of Technology

5 Year Pricing

*Bids were based on a monthly usage of 607,800 B&W and 9,700 Color

- **A & A Office Systems, Inc. #1:**

Base Bid: \$3,854.92 Estimated Monthly Total: \$6,885.02

- **Base Technologies #2:**

Base Bid: \$4,138.99 Estimated Monthly Total: \$7,999.66

- **Canon #3:**

Base Bid: \$3,521.17 Estimated Monthly Total: \$7,010.49

- **Connecticut Business Systems (CBS) #4:**

Base Bid: \$3,820.00 Estimated Monthly Total: \$7,162.48

- **LDI Kota #5:**

Base Bid: \$5,490.99 Estimated Monthly Total: \$9,247.17

- **Prism #6:**

Base Bid: \$3,128.74 Estimated Monthly Total: \$6,013.82

- **Ricoh #7:**

Base Bid: \$4,619.97 Estimated Monthly Total: \$7,439.17

- **Ryan Business Systems, Inc. #8:**

Base Bid: \$3,403.50 Estimated Monthly Total: \$6,745.98



Office of Fiscal Services & Operations
50 East Street
New Milford, Connecticut 06776

Item of Information: 4-A
Operations Sub-Committee
May 2020

TO: Kerry Parker, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: May 8, 2020
RE: Substitute Recruitment and Retention Services

Effective School Solutions (formerly Source 4 Teachers) is the district's provider of mainly Teacher and Para Educator substitute positions to the district. They have helped us improve our fill rates since bringing them onboard in July of 2017. Our current contract with them ends on June 30, 2020.

The company approached myself and Ms. Ellamae Baldelli recently with a proposal to keep costs flat in exchange for a 3-year extension. While we appreciate the gesture in light of the budget cuts we are facing for next year, as per policy (3300) we will be posting a Request for Proposal (RFP) during the month of May 2020 to see if there are any other qualified vendors interested in providing this service to the district. The RFP scope will be posted on our website and as a legal notice in the newspaper. Ms. Ellamae Baldelli and I will then make a recommendation to the Operations Subcommittee in June 2020 on how to proceed with a contract to begin July 1, 2020.

Sincerely,

Anthony J. Giovannone
Director of Fiscal Services and Operations