

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

BOARD OF EDUCATION
MEETING NOTICE

RECEIVED
TOWN CLERK *MHP*

2020 JUL 17 A 8:31

NEW MILFORD, CT

DATE: July 21, 2020
TIME: 7:30 P.M.
PLACE: By Zoom Virtual Meeting

Join Zoom Meeting

<https://zoom.us/j/93371452485?pwd=cy9xSDRGV2xuSjhUVyt2VVJwUkRuZz09>

Meeting ID: 933 7145 2485

Password: 208039

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. **APPROVAL OF MINUTES**

- A. Approval of the following Board of Education Meeting Minutes
 1. Regular Meeting Minutes June 16, 2020
 2. Special Meeting Minutes July 2, 2020
 3. Special Meeting Minutes July 14, 2020

4. **SUPERINTENDENT'S REPORT**

5. **BOARD CHAIRMAN'S REPORT**

6. **DISCUSSION AND POSSIBLE ACTION**

- A. Bid Award
 1. Student Information System
- B. Policy for Second Review
 1. 6141.321-4118.4-4218.4 Responsible Use of Technology, Social Media, District Network Systems

- C. Policies for First Review
 - 1. 9320 Meetings of the Board
 - 2. 9325 Meeting Conduct
- D. 2019-20 Capital Projects
- E. COVID-19 Related Expenses
- F. NMPS Path to Reopening 2020-21 Draft
- 7. **ITEMS FOR INFORMATION AND DISCUSSION**
 - A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated July 21, 2020
 - B. Monthly Reports
 - 1. Budget Position dated June 30, 2020
 - 2. Purchase Resolution: D-736
 - 3. Request for Budget Transfers
- 8. **ADJOURN**

ITEMS OF INFORMATION

Policy Sub-Committee Minutes – July 7, 2020

Facilities Sub-Committee Minutes – July 14, 2020

Operations Sub-Committee Minutes – July 14, 2020

**New Milford Board of Education
Regular Meeting Minutes
June 16, 2020
By Zoom Virtual Meeting**

RECEIVED
TOWN CLERK
2020 JUN 18 P 2:25

NEW MILFORD, CT

Present:	Mrs. Angela C. Chastain Mr. Joseph Failla Mrs. Wendy Faulenbach Mr. Pete Helmus Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen P. Monaghan Mrs. Cynthia Nabozny Mrs. Olga I. Rella
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Also Present:	Dr. Kerry Parker, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent Mr. Anthony Giovannone, Director of Operations and Fiscal Services Ms. Ellamae Baldelli, Director of Human Resources Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Kevin Munrett, Director of Facilities Mr. Brandon Rush, Director of Technology
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1.	Call to Order The regular meeting of the New Milford Board of Education was called to order at 7:30 p.m. by Mrs. Chastain, via Zoom Virtual Meeting. Mrs. Chastain said there were many people who wished to make public comment, and while she appreciates the enthusiasm, she asked them to be brief so that all would get a chance to speak. The agenda itself is lengthy.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> Walter O'Connor, Board of Finance Chair, thanked Dr. Parker, the staff and BOE for their work during the last three months of distance learning and for their ongoing work towards fall reopening. He said he is an AFT officer too and has shared information from that organization. It will not be an easy task to reopen; unexpected costs are estimated at between \$1.5-\$2.5 million. Prudently, lots of work has been done with the Town to allow carryover surplus to be placed in an account to help defray these expenses. 	Public Comment

**New Milford Board of Education
Regular Meeting Minutes
June 16, 2020
By Zoom Virtual Meeting**

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- Kim Foss, SMS Science teacher, asked the Board to make smart decisions tonight and not cut positions when we need them the most.
- Marianne Hinz spoke against the secretarial cuts. The positions are vitally important to the schools. Secretaries support all and are the first line of communication.
- Mary Jane Lundgren, Town Council member, said the cut is devastating. She urged the Board to restore the ESS program which will be vital to some returning students. She said staff cuts are a mistake too. They are essential to our schools.
- Susan Baerny, Library Media Specialist, said Practical Arts should stay in the schools. She read a letter from all the library media specialists in support of the library clerks.
- Mercedes Lopez Morgan, Computer Scheduler at SMS, asked that the Board reconsider the elimination of the AP secretaries and library clerks as proposed.
- Jeff Winter said it is important to remember that the Town put the Board in this position and that it is important for all townspeople to vote. He said the lack of progress on the high school roof is extremely concerning.
- Kathleen Lewis, Vice President of the secretaries union, said their 42 members support all areas, and they are the first line of defense in the schools when problems arise.
- Elizabeth Pitcher, SPED secretary for PPSS said she trains SPED building secretaries on PPT scheduling. With these cuts, and the backlog from COVID-19, they will need more resources in the fall, not less.
- Lia Bauso, secretary to the AP at SNIS said she has sole responsibility for SPED scheduling in her building. She loves working at SNIS and hopes to continue.
- Kim Lavalley, President of the secretaries union, appealed to the Board to vote against the secretarial cuts. Besides the indispensable nature of the support, she said that historically once positions are cut they do not come back. If cuts

need to be made, she suggested they be made at the Central Office, not in the schools.

- Joyce Tuz said she realizes it is not easy to find cuts but said staff should not be part of them, especially with the COVID-19 stressors.
- Exiene Lofgren said continuous cuts by the Town create long term student issues. If education is not valued, people will choose to live in other towns.
- Harry Singleton said his wife is an educator and daughter attends New Milford schools. He supports retaining staff and finding required cuts in other places.
- Samantha Christos, secretary to the AP at SMS said SPED scheduling is a huge part of her job, along with discipline, testing etc. She said students will suffer if her position is cut.
- Roseann Petruso thanked staff for their efforts this year. She said she is happy the surplus may be allowed for COVID funds. She opposes staff cuts; all staff will be needed on deck when students return. She implored the Board to restore the ESS program and suggested eliminating travel and intramurals.
- Amy Photopoulos said she opposes staff cuts. She and Megan Byrd sent an outline of detailed cuts to the Board for consideration which includes reduction to supplies, no new library books, cuts to student activities and intramural athletics, and the elimination of travel and field trips, among others.
- Megan Byrd said she agreed with Amy's suggestions. She said the secretaries and library clerks are the life blood of the schools and on the front line. ESS funding is definitely needed and should be funded with COVID funding if needed.
- Maura Jabbonsky, library clerk at NES and HPS, asked the Board to please keep the staff we have.
- Nancy Benvenuti said she wanted to defend positions suggested for cut. They provide valuable support and are the heartbeat of the schools.

	<ul style="list-style-type: none"> • Lisa Mosey, SMS teacher, asked that the Board stop the continuous cut to staff year after year. • Tammy Seagel, library clerk at SNIS, said she is concerned about the proposed staff reductions. They support families and will be needed more than ever this fall. • Theresa McGuinness, Math teacher at SMS, said she wanted to advocate for administrative and secretarial positions at SMS. The cuts will snowball for the school. 	
3.	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Regular Meeting Minutes May 19, 2020</p> <p>Mrs. Monaghan moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes May 19, 2020, seconded by Mrs. McInerney and passed unanimously.</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Regular Meeting Minutes May 19, 2020</p> <p>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes May 19, 2020.</p>
4.	<p>Superintendent's Report</p> <ul style="list-style-type: none"> • Dr. Parker said with the school year officially ending today, she wanted to thank everyone, including students. She said New Milford is a remarkable community. <p>A. Recognition of Food and Nutrition Services Director Sandra Sullivan</p> <ul style="list-style-type: none"> • Dr. Parker recognized Food and Nutrition Services Director Sandra Sullivan, who was named CT Food Services Director of the Year by the state organization. She provides an exemplary children's nutrition program. • Mrs. Sullivan said she is proud to represent New Milford and praised her Food Services staff, saying they are invaluable. 	<p>Superintendent's Report</p> <p>A. Recognition of Food and Nutrition Services Director Sandra Sullivan</p>

5.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> Mrs. Chastain wished all students, staff and families a wonderful summer. She reminded Board members that graduation is this Saturday and encouraged the public to line Route 7 between SNIS and NMHS to cheer the graduates. She said the graduate banners on the green are wonderful and similar ones will be considered for the future as well. 	<p>Board Chairman's Report</p>
6.	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated June 16, 2020</p> <p>Mrs. Faulenbach moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of June 16, 2020, seconded by Mrs. Rella.</p> <p>The motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Budget Position Purchase Resolution: D-735 Request for Budget Transfers <p>Mrs. Faulenbach moved to approve monthly reports: Budget Position dated May 31, 2020; Purchase Resolution D-735; and Request for Budget Transfers, seconded by Mrs. Rella.</p> <ul style="list-style-type: none"> Mr. Giovannone said <p>The motion passed unanimously.</p> <p>C. Bid Awards</p> <ol style="list-style-type: none"> Food and Nutrition Services - Milk 	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated June 16, 2020</p> <p>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of June 16, 2020.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Budget Position Purchase Resolution: D-735 Request for Budget Transfers <p>Motion made and passed unanimously to approve monthly reports: Budget Position dated May 31, 2020; Purchase Resolution: D-735; and Request for Budget Transfers.</p> <p>C. Bid Awards</p> <ol style="list-style-type: none"> Food and Nutrition Services - Milk

<p>Mrs. Faulenbach moved to award the bid for Milk to Wade's Dairy Inc. for a period of one year, seconded by Mrs. Monaghan.</p> <p>The motion passed unanimously.</p> <p>2. Food And Nutrition Services – Frozen Dessert</p> <p>Mrs. Rella moved to award the bid for Frozen Dessert to New England Ice Cream Corporation for a period of one year, seconded by Mrs. Nabozny.</p> <p>The motion passed unanimously.</p> <p>3. Boiler Cleaning</p> <p>Mr. McCauley moved to award the bid for Boiler Cleaning to Penn Marr Boiler Cleaning for a period of one year, seconded by Mr. Helmus.</p> <p>The motion passed unanimously.</p> <p>4. Septic Cleaning</p> <p>Mrs. Rella moved to award the bid for Septic Cleaning to New Milford Septic for a period of one year, seconded by Mrs. Monaghan.</p> <p>The motion passed unanimously.</p> <p>5. School Based Student Care Workers</p> <p>Mrs. McInerney moved to award the bid for School Based Student Care Workers to EdAdvance for a period of three years, seconded by Mrs. Rella.</p> <p>The motion passed unanimously.</p> <p>6. Substitute Recruitment and Retention Services</p>	<p>Motion made and passed unanimously to award the bid for Milk to Wade's Dairy Inc. for a period of one year.</p> <p>2. Food And Nutrition Services – Frozen Dessert</p> <p>Motion made and passed unanimously to award the bid for Frozen Dessert to New England Ice Cream Corporation for a period of one year.</p> <p>3. Boiler Cleaning</p> <p>Motion made and passed unanimously to award the bid for Boiler Cleaning to Penn Marr Boiler Cleaning for a period of one year.</p> <p>4. Septic Cleaning</p> <p>Motion made and passed unanimously to award the bid for Septic Cleaning to New Milford Septic for a period of one year.</p> <p>5. School Based Student Care Workers</p> <p>Motion made and passed unanimously to award the bid for School Based Student Care Workers to EdAdvance for a period of three years.</p> <p>6. Substitute Recruitment and Retention Services</p>
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	<p>Mrs. Faulenbach moved to award the bid for Substitute Recruitment and Retention Services to Effective School Solutions for a period of three years, seconded by Mrs. Rella.</p> <p>The motion passed unanimously.</p> <p>7. Copier Services</p> <ul style="list-style-type: none"> • Mr. Rush said he is requesting that this item be tabled for now while they review the proposals and check numbers. • Mr. Failla said there was a lengthy and confusing discussion at Operations and he recommended staying month to month for now until we see what next year brings. • Mrs. Faulenbach wondered if a motion was needed to continue month to month, since that was one of the options presented. She said if the minutes reflect the intent, she is fine with no motion since it may open up other avenues. <p>D. Grant Approval</p> <p>1. Adult Education PEP Grant</p> <p>Mrs. Nabozny moved to approve the Adult Education PEP grant in the amount of \$78,000.00, seconded by Mrs. McInerney.</p> <ul style="list-style-type: none"> • Ms. DiCorpo said she wanted the Board to be aware that any cuts made to the Adult Education budget could affect grant funding. <p>The motion passed unanimously.</p> <p>E. Policy for Approval</p> <p>1. 5117 School Attendance Areas</p> <p>Mrs. McInerney moved to approve policy 5117 School Attendance Areas, seconded by Mrs. Nabozny.</p>	<p>Motion made and passed unanimously to award the bid for Substitute Recruitment and Retention Services to Effective School Solutions for a period of three years.</p> <p>7. Copier Services</p> <p>D. Grant Approval</p> <p>1. Adult Education PEP Grant</p> <p>Motion made and passed unanimously to approve the Adult Education PEP grant in the amount of \$78,000.00.</p> <p>E. Policy for Approval</p> <p>1. 5117 School Attendance Areas</p> <p>Motion made and passed unanimously to approve policy 5117 School Attendance Areas.</p>
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	<p>The motion passed unanimously.</p> <p>F. Policy for First Review</p> <ol style="list-style-type: none"> 1. 6141.321-4118.4-4218.4 Responsible Use of Technology, Social Media, District Network Systems • Mrs. Chastain said this policy is for first review and will return next month for second review. <p>G. Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. AP Art History 2. AP Literature and Composition 3. Civics 4. Developmental Guidance Grade K 5. Developmental Guidance Grade 1 6. Developmental Guidance Grade 2 7. German IV CP 8. German IV Honors 9. Global Studies CP 10. Global Studies Honors 11. Integrated Science CP 12. Integrated Science Honors 13. Introductory Algebra I 14. Introduction to Psychology 15. Introduction to Woodworking 16. Spanish IV CP 17. Spanish IV Honors <p>Mr. Failla moved to approve the following curriculum:</p> <ol style="list-style-type: none"> 1. AP Art History 2. AP Literature and Composition 3. Civics 4. Developmental Guidance Grade K 5. Developmental Guidance Grade 1 	<p>F. Policy for First Review</p> <ol style="list-style-type: none"> 1. 6141.321-4118.4-4218.4 Responsible Use of Technology, Social Media, District Network Systems <p>G. Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. AP Art History 2. AP Literature and Composition 3. Civics 4. Developmental Guidance Grade K 5. Developmental Guidance Grade 1 6. Developmental Guidance Grade 2 7. German IV CP 8. German IV Honors 9. Global Studies CP 10. Global Studies Honors 11. Integrated Science CP 12. Integrated Science Honors 13. Introductory Algebra I 14. Introduction to Psychology 15. Introduction to Woodworking 16. Spanish IV CP 17. Spanish IV Honors <p>Motion made and passed unanimously to approve the following curriculum:</p> <ol style="list-style-type: none"> 1. AP Art History 2. AP Literature and Composition 3. Civics
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	<p>6. Developmental Guidance Grade 2 7. German IV CP 8. German IV Honors 9. Global Studies CP 10. Global Studies Honors 11. Integrated Science CP 12. Integrated Science Honors 13. Introductory Algebra I 14. Introduction to Psychology 15. Introduction to Woodworking 16. Spanish IV CP 17. Spanish IV Honors</p> <p>Seconded by Mrs. McInerney.</p> <ul style="list-style-type: none"> Mr. Failla said these curricula describe amazing, extensive programs and represent outstanding work by Ms. DiCorpo and the teachers. <p>The motion passed unanimously.</p> <p>H. Recommendation and Approval for Designee of Superintendent of Schools</p> <p>Mr. Failla moved to approve the appointment of the Assistant Superintendent, and in his/her absence, the Director of Human Resources, as Designee for the Superintendent of Schools from July 1, 2020 through June 30, 2021, seconded by Mrs. Monaghan.</p> <p>The motion passed unanimously.</p> <p>I. Authorization for the Superintendent to accept resignations and make appointments from June 17, 2020 through September 15, 2020</p> <p>Mrs. Monaghan moved to authorize the Superintendent to accept resignations and make appointments, excluding administrative</p>	<p>4. Developmental Guidance Grade K 5. Developmental Guidance Grade 1 6. Developmental Guidance Grade 2 7. German IV CP 8. German IV Honors 9. Global Studies CP 10. Global Studies Honors 11. Integrated Science CP 12. Integrated Science Honors 13. Introductory Algebra I 14. Introduction to Psychology 15. Introduction to Woodworking 16. Spanish IV CP 17. Spanish IV Honors</p> <p>H. Recommendation and Approval for Designee of Superintendent of Schools</p> <p>Motion made and passed unanimously to approve the appointment of the Assistant Superintendent, and in his/her absence, the Director of Human Resources, as Designee for the Superintendent of Schools from July 1, 2020 through June 30, 2021.</p> <p>I. Authorization for the Superintendent to accept resignations and make appointments from June 17, 2020 through September 15, 2020</p> <p>Motion made and passed unanimously to authorize the Superintendent to accept</p>
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<p>appointments, from June 17, 2020 through September 15, 2020, seconded by Mrs. Faulenbach.</p> <p>The motion passed unanimously.</p> <p>J. Authorization for the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 17, 2020 through September 15, 2020</p> <p>Mrs. Faulenbach moved to authorize the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 17, 2020 through September 15, 2020, seconded by Mr. Failla.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said this is normal protocol over the summer but these are not normal days. If the COVID-19 account needs to be drawn on within this timeframe, what input will the Board have. • Mrs. Chastain said this motion speaks to already budgeted items, and the COVID items would be handled separately. • Mr. Failla said the COVID line will be under Board control only for use; they do not have to go back to the Town for permission to withdraw. It will require careful oversight by the Board. The Town is trusting us to use it wisely and we should tread cautiously in this unique situation. <p>The motion passed unanimously.</p> <p>K. End-of-Year Balance – 18/19 & 19/20</p> <p>Mrs. Faulenbach moved to request that the \$200,000 fiscal year closeout from 2018-2019 and the 2019-2020 fiscal year closeout be placed in the account established by the Town Council on June 8, 2020 as a separate operational account to fund COVID-19</p>	<p>resignations and make appointments, excluding administrative appointments, from June 17, 2020 through September 15, 2020.</p> <p>J. Authorization for the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 17, 2020 through September 15, 2020</p> <p>Motion made and passed unanimously to authorize the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 17, 2020 through September 15, 2020.</p> <p>K. End-of-Year Balance – 18/19 & 19/20</p> <p>Motion made and passed unanimously to request that the \$200,000 fiscal year closeout from 2018-2019 and the 2019-2020 fiscal year closeout be placed in the</p>
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	<p>related expenses and to be withdrawn upon as needed by the Board of Education, seconded by Mrs. Monaghan.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said this addresses the end of year surpluses for 18/19 and 20/21. It is her understanding that the proposal will now go to Board of Finance for the final sign off of the account. It will then go back to Town Council and Board of Finance to have the funds deposited, similar to the way the \$200,000 for 18/19 was handled originally. If there are any funds not used, the understanding is that we will request them to go in the capital reserve. She said this account is a very good move. • Mr. Failla and Mr. Giovannone agreed. • Mrs. McNerney said on the other hand if all funds are spent, then there will be no balance to put in capital reserve as has been done in previous years. • Mr. Failla said every district is wrestling with the same issues and he is hoping the State will step in if needed. • Mrs. Monaghan said she thought this was a great plan and provides lots of flexibility. • Mrs. Faulenbach said it represents tremendous discussion and collaboration and is the prudent thing to do. <p>The motion passed unanimously.</p>	<p>account established by the Town Council on June 8, 2020 as a separate operational account to fund COVID-19 related expenses and to be withdrawn upon as needed by the Board of Education.</p>
L.	<p>AASA Resolution in Support of a Safe, Healthy, and District-Specific Reopening Process</p> <p>Mrs. Monaghan moved to approve the AASA Resolution in Support of a Safe, Healthy, and District-Specific Reopening Process and to authorize the Board Chair and Superintendent to sign it on the Board's behalf, seconded by Mrs. Faulenbach.</p> <p>The motion passed unanimously.</p>	<p>L. AASA Resolution in Support of a Safe, Healthy, and District-Specific Reopening Process</p> <p>Motion made and passed unanimously to approve the AASA Resolution in Support of a Safe, Healthy, and District-Specific Reopening Process and to authorize the Board Chair and Superintendent to sign it on the Board's behalf.</p>

	<p>Mrs. Faulenbach moved to amend agenda items 6M and 6N to include the Director of Technology and Substance Abuse Counselor, seconded by Mrs. Monaghan.</p> <ul style="list-style-type: none"> • Mrs. Chastain said this was to correct an oversight in the omission of these names. • Mrs. Faulenbach said since this is a regular meeting, the amendment is allowed with a two-thirds favorable vote. <p>The motion passed unanimously.</p> <p>M. Discussion of the employment and salary of the Director of Technology, Substance Abuse Counselor Assistant Superintendent, Director of Human Resources, Director of Fiscal Services and Operations, Director of Food Services, Systems Analyst, Account Data Specialist, Network Administrator, Accounting Manager, Facilities Director, Assistant Facilities Director, Administrative Assistant to the Superintendent, Adult Education Facilitator, Board Certified Behavior Analyst, District Courier and Lab Assistant. *Executive session anticipated.</p> <p>Mrs. Faulenbach moved that the Board enter into executive session to discuss the employment and salary of the Director of Technology, Substance Abuse Counselor, Assistant Superintendent, Director of Human Resources, Director of Fiscal Services and Operations, Director of Food Services, Systems Analyst, Account Data Specialist, Network Administrator, Accounting Manager, Facilities Director, Assistant Facilities Director, Administrative Assistant to the Superintendent,</p>	<p>Motion made and passed unanimously to amend agenda items 6M and 6N to include the Director of Technology and Substance Abuse Counselor.</p> <p>M. Discussion of the employment and salary of the Director of Technology, Substance Abuse Counselor Assistant Superintendent, Director of Human Resources, Director of Fiscal Services and Operations, Director of Food Services, Systems Analyst, Account Data Specialist, Network Administrator, Accounting Manager, Facilities Director, Assistant Facilities Director, Administrative Assistant to the Superintendent, Adult Education Facilitator, Board Certified Behavior Analyst, District Courier and Lab Assistant. *Executive session anticipated.</p> <p>Motion made and passed unanimously that the Board enter into executive session to discuss the employment and salary of the Director of Technology, Substance Abuse Counselor Assistant Superintendent, Director of Human Resources, Director of Fiscal Services and Operations, Director of Food Services, Systems Analyst,</p>
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<p>Adult Education Facilitator, Board Certified Behavior Analyst, District Courier and Lab Assistant; and to invite into the session Dr. Kerry Parker, Mr. Anthony Giovannone, and Ms. Ellamae Baldelli. Seconded by Mr. Helmus.</p> <p>The motion passed unanimously.</p> <p>The Board entered executive session at 9:04 p.m.</p> <p>The Board, except Mrs. Rella, returned to public session at 9:21 p.m.</p> <p>N. Discussion and possible approval of the employment and salary of the Director of Technology, Substance Abuse Counselor Assistant Superintendent, Director of Human Resources, Director of Fiscal Services and Operations, Director of Food Services, Systems Analyst, Account Data Specialist, Network Administrator, Accounting Manager, Facilities Director, Assistant Facilities Director, Administrative Assistant to the Superintendent, Adult Education Facilitator, Board Certified Behavior Analyst, District Courier and Lab Assistant</p> <p>Mr. McCauley moved to approve the employment and salary of the Director of Technology, Substance Abuse Counselor Assistant Superintendent, Director of Human Resources, Director of Fiscal Services and Operations, Director of Food Services, Systems Analyst, Account Data Specialist, Network Administrator, Accounting Manager, Facilities Director, Assistant Facilities Director, Administrative Assistant to the Superintendent, Adult Education Facilitator, Board Certified</p>	<p>Account Data Specialist, Network Administrator, Accounting Manager, Facilities Director, Assistant Facilities Director, Administrative Assistant to the Superintendent, Adult Education Facilitator, Board Certified Behavior Analyst, District Courier and Lab Assistant; and to invite into the session Dr. Kerry Parker, Mr. Anthony Giovannone, and Ms. Ellamae Baldelli.</p> <p>N. Discussion and possible approval of the employment and salary of the Director of Technology, Substance Abuse Counselor Assistant Superintendent, Director of Human Resources, Director of Fiscal Services and Operations, Director of Food Services, Systems Analyst, Account Data Specialist, Network Administrator, Accounting Manager, Facilities Director, Assistant Facilities Director, Administrative Assistant to the Superintendent, Adult Education Facilitator, Board Certified Behavior Analyst, District Courier and Lab Assistant</p> <p>Motion made and passed unanimously to approve the employment and salary of the Director of Technology, Substance Abuse Counselor Assistant Superintendent, Director of Human Resources, Director of Fiscal Services and Operations, Director of Food Services, Systems Analyst, Account Data Specialist, Network</p>
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	<p>Behavior Analyst, District Courier and Lab Assistant as discussed in executive session, seconded by Mrs. Nabozny.</p> <p>The motion passed unanimously. At 9:22 p.m., Mrs. Chastain said the Board would take a five minute recess. The Board, including Mrs. Rella, returned to public session at 9:27 p.m.</p> <p>O. Adjustments to the 2020-21 Board of Education Adopted Budget</p> <p>Mrs. Monaghan moved to amend the 2020-21 Board of Education Adopted Budget from \$65,464,776.00 to \$64,464,776.00, as proposed by the Superintendent of Schools in the "Recommended Adjustments to the 2020-21 Budget".</p> <p>Motion seconded by Mr. Failla.</p> <ul style="list-style-type: none"> • Mr. Failla said he had some overall comments. The Board has received the Superintendent's proposed cuts, a detailed proposal from members of the public Amy Photopoulos and Megan Byrd, as well as a proposal from his Democratic colleagues. He said the Board put forward a budget they believed to be adequate and the Town cut it \$1 million. These cuts will not be easy to make. While he appreciates the passion that every position is critical, his priority is to educate students. If cuts need to be made, it will be to benefit students over staff. • Mrs. Faulenbach said no one wants to be in this position but it is their elected capacity to work through cuts and get the job done in a process that is transparent to the public. With the virtual format, it is very important to go clearly and slowly so that everyone can follow the process. • Mrs. McInerney said they are all trying to do their best in a bad situation. • Mr. Helmus said he has heard from the public that they support ESS, not eliminating staff but 	<p>Administrator, Accounting Manager, Facilities Director, Assistant Facilities Director, Administrative Assistant to the Superintendent, Adult Education Facilitator, Board Certified Behavior Analyst, District Courier and Lab Assistant as discussed in executive session.</p> <p>O. Adjustments to the 2020-21 Board of Education Adopted Budget</p> <p>Motion made to amend the 2020-21 Board of Education Adopted Budget from \$65,464,776.00 to \$64,464,776.00, as proposed by the Superintendent of Schools in the "Recommended Adjustments to the 2020-21 Budget".</p>
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	<p>reducing sports, clubs and activities. He disagrees with the reduction of sports, which he says are necessary for students' social emotional growth and provide a sense of community. He said cuts this year will not come back next year.</p> <ul style="list-style-type: none"> • Mrs. McInerney said the Democrats' proposal does not eliminate the six secretarial positions and fully funds ESS. • Mrs. Faulenbach said she appreciates everyone's hard work. The documents cover continuous conversations over days. No one is taking this lightly. • Mrs. Faulenbach asked for a motion to amend the 2020-21 BOE Adopted budget by decreasing the Health Insurance line by \$376,000 <p>Mrs. Monaghan moved to amend the 2020-21 BOE Adopted budget by decreasing the Health Insurance line by \$376,000, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said the motion speaks for itself. <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> • Mr. Giovannone said the new total is \$65,088,776 which is a 1.64% increase. The Board needs to get to 0.66% so \$624,000 is still needed. <p>Mrs. Faulenbach moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$46,092, small capital, seconded by Mrs. McInerney.</p> <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> • Mr. Giovannone said the new total is \$65,042,684 which is a 1.56% increase. The Board needs to get to 0.66% so \$577,908 is still needed. <p>Mrs. Faulenbach moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$21,600, fingerprinting, seconded by Mrs. Nabozny.</p>	<p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing the Health Insurance line by \$376,000.</p> <p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$46,092, small capital.</p> <p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$21,600, fingerprinting.</p>
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	<ul style="list-style-type: none"> • Mr. Failla said this is a perfect example of the difficulty the Board faces in making adjustments. Generally, he would be against charging volunteers, but in the spirit of the cuts he will agree. • Mr. McCauley said they may not even allow volunteers next year. • Mrs. McInerney said it was hard, but she agreed. She said she hoped PTO or other organizations might step forward to help anyone who cannot afford the \$87 fee. • Mrs. Rella asked Ms. Baldelli to confirm that volunteers helping at least once each year would not need new fingerprinting. Ms. Baldelli said that is correct. • Mrs. Nabozny asked what happens if volunteers are not allowed next year, does everyone need to be refingerprinted. Ms. Baldelli said that is a legal, policy question but she thought an exception could be found. <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> • Mr. Giovannone said the new total is \$65,021,084 which is a 1.53% increase. The Board needs to get to 0.66% so \$556,308 is still needed. <p>Mrs. Faulenbach moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$13,000, copiers, seconded by Mrs. Rella.</p> <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> • Mr. Giovannone said the new total is \$65,008,084 which is a 1.51% increase. The Board needs to get to 0.66% so \$543,308 is still needed. <p>Mrs. Faulenbach moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$17,500, Portrait of a Graduate, seconded by Mr. Helmus.</p>	<p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$13,000, copiers.</p> <p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$17,500, Portrait of a Graduate.</p>
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	<ul style="list-style-type: none">• Mrs. Monaghan said this is difficult since it keeps being pushed down the road year after year.• Mrs. Faulenbach agreed, saying it was painful to be forced to continuously push out needed items and then be criticized for not addressing them on top of it. <p>The motion passed unanimously.</p> <ul style="list-style-type: none">• Mr. Giovannone said the new total is \$64,990,584 which is a 1.48% increase. The Board needs to get to 0.66% so \$525,808 is still needed. <p>Mrs. Faulenbach moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$66,000, 3.0 current vacancies for paraeducators, seconded by Mr. McCauley.</p> <ul style="list-style-type: none">• Mrs. Faulenbach said that while these are current vacancies, she does recognize that this is still a real impact.• Ms. Baldelli said these are elementary positions and may result in some realignment.• Mrs. McInerney said this is a tough one and she constantly hears from teachers how much they value the paraeducators. She will agree with the reduction and hope creative ways can be found to help teachers in the absence of the paraeducators.• Mrs. Chastain asked if this total includes health insurance. Mr. Giovannone said it does not. <p>The motion passed unanimously.</p> <ul style="list-style-type: none">• Mr. Giovannone said the new total is \$64,924,584 which is a 1.38% increase. The Board needs to get to 0.66% so \$459,808 is still needed. <p>Mrs. Faulenbach moved to amend the last motion to include the corresponding health insurance of \$29,846, seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p>	<p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$66,000, 3.0 current vacancies for paraeducators.</p> <p>Motion made and passed to amend the last motion to include the corresponding health insurance of \$29,846.</p>
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<ul style="list-style-type: none"> • Mr. Giovannone said the new total is \$64,894,738 which is a 1.33% increase. The Board needs to get to 0.66% so \$429,962 is still needed. <p>Mrs. Faulenbach moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$16,226, 0.41 courier, seconded by Mrs. Rella.</p> <ul style="list-style-type: none"> • Mrs. McInerney asked how interoffice mail would be handled with this cut. Dr. Parker said they will have to make adjustments to job descriptions within district to make this work. • Mrs. Monaghan asked if there was corresponding health insurance and Mr. Giovannone said no. <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> • Mr. Giovannone said the new total is \$64,878,512 which is a 1.31% increase. The Board needs to get to 0.66% so \$413,736 is still needed. <p>Mrs. Faulenbach moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$11,053, 0.49 lab assistant, seconded by Mrs. Rella.</p> <ul style="list-style-type: none"> • Mrs. McInerney asked if there was corresponding health insurance and Mr. Giovannone said no. <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> • Mr. Giovannone said the new total is \$64,867,459 which is a 1.29% increase. The Board needs to get to 0.66% so \$402,683 is still needed. <p>Mrs. Faulenbach moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$25,000, Student Information System, seconded by Mrs. Rella.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked for clarification on the number. Dr. Parker said it was based on next 	<p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$16,226, 0.41 courier.</p> <p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$11,053, 0.49 lab assistant.</p> <p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$25,000, Student Information System.</p>
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<p>year's phase in; the project itself is still happening.</p> <ul style="list-style-type: none"> Mrs. McNerney said this would mean additional costs in 2021-22 since it is a deferral only. <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> Mr. Giovannone said the new total is \$64,842,459 which is a 1.25% increase. The Board needs to get to 0.66% so \$377,683 is still needed. <p>Mrs. Faulenbach moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$92,906, Practical Arts at SMS, seconded by Mr. Helmus.</p> <ul style="list-style-type: none"> Mrs. Faulenbach said she was not happy to make this recommendation, but tough decisions need to be made. Mrs. McNerney said she completely agreed. It is hard to keep these types of programs in schools with so many other mandates. Mrs. Rella said she was sad as well since this type of program is so helpful to kids who aren't as academically inclined. Mrs. Chastain said this has come up before and been voted down. She has seen a resurgence in the need for seamstresses. She said there is a need for these types of programs. Many years there are things she wants to add and we never get to them. Year after year it is cuts and it is so frustrating. We have to do what is handed to us but just once she would like to not cut vital programs and instead add ones that are important to students. <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> Mr. Giovannone said the new total is \$64,749,553 which is a 1.11% increase. The Board needs to get to 0.66% so \$284,777 is still needed. <p>Mrs. Faulenbach moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$8,372,</p>	<p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$92,906, Practical Arts at SMS.</p> <p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing</p>
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<p>corresponding Health Insurance for Practical Arts at SMS, seconded by Mrs. McInerney.</p> <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> • Mr. Giovannone said the new total is \$64,741,181 which is a 1.09% increase. The Board needs to get to 0.66% so \$276,405 is still needed. <p>Mrs. Faulenbach moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$49,000, 1.0 secretary to be determined by administration, seconded by Mrs. Nabozny for discussion.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said cuts need to be made somewhere. Her goal with this motion is to provide some flexibility. We don't know what's around the corner, so leave it to administration to decide. She said she is looking for common ground on which to build cuts. • Mrs. McInerney said she can't support any cuts in this area. It is not right for students and will have a direct effect on both students and parents. • Mrs. Rella said she agreed; these secretaries are the glue of the school. • Mr. McCauley said as a teacher himself he knows the one person he can count on is the secretary. • Mr. Failla said this is such a difficult time and he feels money can be better allocated in other areas for students. He will support the 1.0 cut. • Mrs. Nabozny said she has worked as a secretarial sub in the schools and knows how hard they work. She is not thrilled, but it is extremely difficult to find the overall money and she will support this cut. • Mrs. Monaghan said she will not support it. All school secretaries already have a tremendous workload. • Mrs. McInerney asked if it was possible to table the motion for now and continue to look for savings in other areas. 	<p>it by \$8,372, corresponding Health Insurance for Practical Arts at SMS.</p> <p>Motion made and seconded to amend the 2020-21 BOE Adopted budget by decreasing it by \$49,000, 1.0 secretary to be determined by administration.</p>
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	<ul style="list-style-type: none"> • Mrs. Faulenbach said she was willing to withdraw the motion but expected to revisit this if needed later on if other cost savings could not be captured. • Mrs. Faulenbach withdrew her motion. Mrs. Nabozny withdrew her second. <p>Mr. Failla moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$34,920, library books districtwide, seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> • Mr. Failla said this goes against the grain of his general beliefs but choices need to be made. He is hopeful for donations. • Mrs. McInerney agreed this was a tough one but hoped other organizations, like the PTO, can provide support. • Mrs. Nabozny said this cut has been made in previous years and eventually it comes back around. • Mrs. Monaghan said the summer book program has been very successful. She estimated over 2000 books have been distributed. <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> • Mr. Giovannone said the new total is \$64,706,261 which is a 1.04% increase. The Board needs to get to 0.66% so \$241,485 is still needed. <p>Mr. Failla moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$62,518, supply lines districtwide, seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> • Mr. Failla said he is taking this suggestion from the public documents submitted, to come back to the supply lines in the current budget. • Mr. McCauley said he agrees with the cut but thinks they can go further. He says there must be a surplus this year with schools closing in March and more online work. He would prefer a cut of \$200,000 but will support this for now. 	<p>The motion was withdrawn.</p> <p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$34,920, library books districtwide.</p> <p>Motion made and seconded to amend the 2020-21 BOE Adopted budget by decreasing it by \$62,518, supply lines districtwide.</p>
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<ul style="list-style-type: none">• Mrs. Chastain asked for Dr. Parker's input so they are clear on ramifications.• Dr. Parker said this is a huge concern. All these supplies are specifically tied to curriculum, line by line. With an anticipated hybrid model for the fall, she thinks supply needs will increase, not decrease.• Ms. DiCorpo agreed and said she was concerned the numbers were too low going in. She reminded Board members that cuts to Adult Ed supplies would affect grants.• Mrs. Olson said these lines include special education supplies too, not just general ed. Mr. Giovannone said this could impact excess costs.• Mr. Helmus said teachers complained last year about lack of supplies.• Mrs. McInerney said she was concerned with just a flat cut overall. She also said other districts let parents, PTO provide supplies, but not New Milford.• Mr. Failla withdrew his motion. Mrs. Faulenbach withdrew her second. <p>Mr. Failla moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$4,800, supplies for Practical Arts at SMS, seconded by Mrs. Faulenbach.</p> <p>The motion passed unanimously.</p> <p>Mr. Failla moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$1,855, NES supplies, seconded by Mrs. Faulenbach.</p> <p>The motion passed unanimously.</p> <p>Mr. Failla moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$3,623, HPS supplies, seconded by Mrs. Faulenbach.</p> <p>The motion passed unanimously.</p>	<p>The motion was withdrawn.</p> <p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$4,800, supplies for Practical Arts at SMS.</p> <p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$1,855, NES supplies.</p> <p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$3,623, HPS supplies.</p>
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<p>Mr. Failla moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$13,980, SNIS supplies, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> Mrs. Nabozny asked why the number was so high. Mr. Giovannone said previous cuts had been made to keep an Assistant Principal, so it is a bigger number to bring it back in line. Mr. Giovannone said the increase is for the Math program at SNIS. Ms. DiCorpo said they did heavy lifting when crafting the budget for supplies. The amounts are very exact and tied to specifics. Mrs. Olson said it is important to remember that CDC guidelines recommend no supply sharing among students. Mrs. Chastain said that is what the COVID account will be for. Dr. Parker said these are curriculum supported supplies. COVID funds will be needed for other items like PPEs and additional staff. She said there is no wiggle room in these lines. This is an area that will directly hurt students. Ms. DiCorpo said she totally agrees and these purchases need to be made before school starts. Mrs. Chastain said she understands their frustration but there just isn't enough money. Mr. Failla said he would withdraw his motion for now. Mr. McCauley withdrew his second. <p>Mrs. Faulenbach moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$16,000, Summer School and ESY transportation, seconded by Mrs. Faulenbach.</p> <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> Mr. Giovannone said the new total is \$64,679,953 which is a 1.00% increase. The Board needs to get to 0.66% so \$215,177 is still needed. Mrs. McInerney asked about other possible savings here since there was no in person 	<p>Motion made and seconded to amend the 2020-21 BOE Adopted budget by decreasing it by \$13,980, SNIS supplies.</p> <p>The motion was withdrawn.</p> <p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$16,000, Summer School and ESY transportation.</p>
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	<p>staffing. Ms. DiCorpo said that is funded through Title I. Those funds paid for online lesson development and some will be carried over for next year.</p> <p>Mrs. McNerney moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$820, repairs and equipment for Practical Arts at SMS, seconded by Mrs. Faulenbach.</p> <p>The motion passed unanimously.</p> <ul style="list-style-type: none">• Mr. Giovannone said that leaves \$214,357 still needed. <p>Mrs. McNerney moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$166,781, a 20% cut to athletics at SMS and NMHS, seconded by Mr. McCauley.</p> <ul style="list-style-type: none">• Mrs. McNerney said she thinks athletics are important but that things will be different, at least into the fall, with no contact sports, limited or no travel and social distancing.• Mrs. Monaghan said they discussed this a lot and felt it was better to present a general 20% cut and let the athletic department decide where to take it from.• Mr. Helmus said the CIAC schedule shows fall sports unchanged. He will not support the cut.• Dr. Parker said summer conditioning starts in July.• Mrs. Chastain said she will not support it either. She thinks things will be more normal in the fall and it is a disservice to cut athletics which are just as important as other areas.• Mr. Failla said sports are part of the overall learning process and 20% is an enormous cut. Lost programs will not come back. It is unacceptable.• Mr. Giovannone said operationally, lines will have to be specified for the Town when he submits his final budget in a few weeks.	<p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by decreasing it by \$820, repairs and equipment for Practical Arts at SMS.</p> <p>Motion made and seconded to amend the 2020-21 BOE Adopted budget by decreasing it by \$166,781, a 20% cut to athletics at SMS and NMHS.</p>
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<p>Mrs. McInerney moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$7,000, to eliminate non-league games, seconded by Mrs. Faulenbach.</p> <p>Motion passed 5-4.</p> <p>Aye: Mr. Helmus, Mr. McCauley, Mrs. McInerney Mrs. Monaghan, Mrs. Nabozny No: Mrs. Chastain, Mr. Failla, Mrs. Faulenbach, Mrs. Rella</p> <ul style="list-style-type: none"> • Mr. Giovannone said that leaves \$182,357 still needed. <p>Mrs. McInerney moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$33,000, to eliminate transportation for field trips at SMS and NMHS, seconded by Mrs. Monaghan.</p> <ul style="list-style-type: none"> • Mrs. Nabozny asked if this includes the music lines. • Mrs. McInerney said it is all lines, including the total \$18,000 in the music lines at NMHS. She said field trips K-5 are covered by PTO or families. With COVID restrictions, she also thinks trips will be limited. • Mrs. Nabozny said the music trips are for competitions and are considered part of students' grades. • Mrs. Rella said she will not support the motion. • Mrs. Nabozny said this is the fourth time in seven years she has had to speak to keep transportation for music. She can't support this. • Mr. Giovannone clarified that if this figure is districtwide, which it appears to be by the total amount, then it affects staff travel, Adult Ed and other areas. He cautioned the Board that it affects many other areas besides field trips. • Mrs. McInerney said the motion should have been for districtwide. • Mrs. McInerney withdrew her motion. Mrs. Monaghan withdrew her second. 	<p>Motion made and passed to amend the 2020-21 BOE Adopted budget by decreasing it by \$7,000, to eliminate non-league games.</p> <p>Motion made and seconded to amend the 2020-21 BOE Adopted budget by decreasing it by \$33,000, to eliminate transportation for field trips at SMS and NMHS.</p> <p>The motion was withdrawn.</p>
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<ul style="list-style-type: none"> • Mr. Giovannone said the new total is \$64,621,433 which is a 0.91% increase. That leaves \$156,657 still needed. <p>Mrs. Helmus moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$12,816, a 10% cut to NMHS student activity stipends, seconded by Mrs. McInerney.</p> <ul style="list-style-type: none"> • Mrs. McInerney said she thought this was fair in light of the previous cut. • Mrs. Faulenbach asked what happens if we are back to normal in the fall. • Mrs. Monaghan suggested it will be up to the principal to decide how to utilize the budget. <p>Motion passed 7-2.</p> <p>Aye: Mrs. Faulenbach, Mr. Helmus, Mr. McCauley, Mrs. McInerney Mrs. Monaghan, Mrs. Nabozny, Mrs. Rella</p> <p>No: Mrs. Chastain, Mr. Failla</p> <p>Mrs. Monaghan moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$6,393, a 10% cut to SMS student activity stipends, seconded by Mrs. Rella.</p> <ul style="list-style-type: none"> • Mr. Helmus said he didn't know if he could support this motion since there was already a \$5,000 reduction year to year. • Mr. Giovannone said that adjustment was based on actual expenditures over a three-year history. <p>Motion passed 7-2.</p> <p>Aye: Mrs. Faulenbach, Mr. Helmus, Mr. McCauley, Mrs. McInerney Mrs. Monaghan, Mrs. Nabozny, Mrs. Rella</p> <p>No: Mrs. Chastain, Mr. Failla</p> <ul style="list-style-type: none"> • Mr. Giovannone said that leaves \$137,448 still needed. 	<p>Motion made and passed to amend the 2020-21 BOE Adopted budget by decreasing it by \$12,816, a 10% cut to NMHS student activity stipends.</p> <p>Motion made and passed to amend the 2020-21 BOE Adopted budget by decreasing it by \$6,393, a 10% cut to SMS student activity stipends.</p>
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<p>Mr. Failla moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$49,000, one secretary to Assistant Principal including health insurance, seconded by Mr. Helmus. Motion passed 6-3.</p> <p>Aye: Mrs. Chastain, Mr. Failla, Mrs. Faulenbach, Mr. Helmus, Mrs. Nabozny, Mrs. Rella No: Mr. McCauley, Mrs. McInerney, Mrs. Monaghan</p> <ul style="list-style-type: none">• Mr. Giovannone said that leaves \$88,448 still needed. <p>Mr. Failla moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$39,000, one library clerk including health insurance, seconded by Mr. Helmus.</p> <ul style="list-style-type: none">• Mrs. McInerney said she really hopes this will not pass. Library books already took a hit, now we are cutting staff. She wonders if libraries will close.• Mr. McCauley agreed that this will affect access to library services.• Mrs. Faulenbach said these cuts are not made lightly; they are trying to reach a compromise to get to the final number. She had said she would address this again if other cuts did not come forward. All cuts hurt and she will support this one, though she doesn't want to.• Mrs. Rella said she hoped the cut will be to the higher grades, as younger students need more support. <p>Motion passed 5-4.</p> <p>Aye: Mrs. Chastain, Mr. Failla, Mrs. Faulenbach, Mr. Helmus, Mrs. Nabozny, Mrs. Rella No: Mr. McCauley, Mrs. McInerney, Mrs. Monaghan, Mrs. Rella</p> <ul style="list-style-type: none">• Mr. Giovannone said that leaves \$49,448 still needed.	<p>Motion made and passed to amend the 2020-21 BOE Adopted budget by decreasing it by \$49,000, one secretary to Assistant Principal including health insurance.</p> <p>Motion made and passed to amend the 2020-21 BOE Adopted budget by decreasing it by \$39,000, one library clerk including health insurance.</p>
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<p>Mr. Failla moved to amend the 2020-21 BOE Adopted budget by taking \$58,000 from the end of year balance in the COVID account line to fully restore the ESS program at SMS, seconded by Mrs. Faulenbach for discussion.</p> <ul style="list-style-type: none"> • Mr. McCauley said he is on record that the cut to the high school was a disservice at the time. He will support this motion to save the program in any way he can but it is a tragedy that it was cut to begin with. • Mrs. Faulenbach asked Mr. Giovannone if this motion was even doable. Mr. Giovannone said he would check with the auditors, however even if it is, the fund is temporary, so it would only help for one year. • Mrs. Monaghan asked if it was better to keep the program at the high school rather than start students in it at SMS and then have nowhere for them to go. • Mrs. Olson said the program is determined by annual population. Right now the need is higher at SMS than at the high school. Asked about cost avoidance, Mrs. Olson said she is looking at two possible ODPs. • Mrs. Faulenbach disagreed with using the COVID-19 account and said she has another idea for this funding. Mr. Failla withdrew his motion. Mrs. Faulenbach withdrew her second. <p>Mrs. Faulenbach moved to amend the 2020-21 BOE Adopted budget by taking \$58,000 from the certified salary line to fully restore the ESS program at SMS, seconded by Mrs. Monaghan.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said this is budget neutral. She said this line has movement and she is hoping this amount can be absorbed as has happened in the past. • Mr. Giovannone cautioned that the turnover savings has already been decreased by \$50,000 and this is an additional risk to this line item. • Mrs. McInerney said she appreciates the support in bringing back a piece of this important 	<p>Motion made and seconded to amend the 2020-21 BOE Adopted budget by taking \$58,000 from the end of year balance in the COVID account line to fully restore the ESS program at SMS.</p> <p>The motion was withdrawn.</p> <p>Motion made and passed unanimously to amend the 2020-21 BOE Adopted budget by taking \$58,000 from the certified salary line to fully restore the ESS program at SMS.</p>
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	<p>program. She said she is still concerned about the high school students and about ODPs.</p> <ul style="list-style-type: none"> • Mrs. Monaghan said she hoped the Board was not being penny wise and pound foolish by not bringing it back at the high school level too. • Mr. Giovannone said that leaves \$49,448 still needed. <p>Mrs. Monaghan moved to amend the 2020-21 BOE Adopted budget by decreasing it by \$1,985, a 10% cut to SNIS student activity stipends, seconded by Mrs. McInerney.</p> <p>Motion passed 7-2.</p> <p>Aye: Mrs. Faulenbach, Mr. Helmus, Mr. McCauley, Mrs. McInerney Mrs. Monaghan, Mrs. Nabozny, Mrs. Rella</p> <p>No: Mrs. Chastain, Mr. Failla</p> <ul style="list-style-type: none"> • Mr. Giovannone said that leaves \$47,463 still needed. • Mrs. McInerney asked about stipends at NES/HPS. Ms. Baldelli said it was only one, so it would be difficult to cut a percentage there. • Mrs. Faulenbach asked about utilities, but after discussion, there was no real savings available. • Mr. Helmus asked about the SPED placeholders. • Mrs. Olson said they were already reduced by \$200,000 in this budget at the start. She is concerned because it is such a volatile line. • Mrs. Chastain asked if any ODP is graduating this year and what the cost of the placeholders are. Mrs. Olson said no and they budget \$70,000 for private and \$60,000 for public. • Mrs. Monaghan suggested a shift of funds from private to public for budgetary purposes. • Mr. McCauley said he is leery of this line with many people moving to the area right now. • Mr. Helmus said many people are moving out too. 	<p>Motion made and passed to amend the 2020-21 BOE Adopted budget by decreasing it \$1,985, a 10% cut to SNIS student activity stipends.</p>
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	<ul style="list-style-type: none"> Mrs. Olson said she would not do it, but it is a tough decision. Mr. Helmus suggested a 10% reduction to this \$420,000 line. <p>Mrs. Monaghan moved to amend the 2020-21 BOE Adopted budget by taking \$70,000 from the private placeholder line, seconded by Mr. Helmus.</p> <ul style="list-style-type: none"> Mrs. Monaghan said this is a reduction of one of the four private placeholders. Mrs. Faulenbach advised the Board that this creates more risk than is necessary because it overshoots the total amount needed for the budget reduction. Mrs. Olson said she wants to be candid that the cut worries her. This money is also used for mediations as needed. Mrs. Monaghan withdrew her motion. Mr. Helmus withdrew his second. <p>Mrs. Monaghan moved to amend the 2020-21 BOE Adopted budget by taking \$47,463 from the private placeholder line, seconded by Mr. Helmus.</p> <p>Motion passed 7-2.</p> <p>Aye: Mrs. Chastain, Mr. Failla Mrs. Faulenbach, Mr. Helmus, Mrs. Monaghan, Mrs. Nabozny, Mrs. Rella</p> <p>No: Mr. McCauley, Mrs. McInerney</p> <ul style="list-style-type: none"> Mr. Giovannone said the final budget total has now been achieved: \$64,464,776. 	<p>Motion made and seconded to amend the 2020-21 BOE Adopted budget by taking \$70,000 from the private placeholder line.</p> <p>The motion was withdrawn.</p> <p>Motion made and passed to amend the 2020-21 BOE Adopted budget by taking \$47,463 from the private placeholder line.</p>
7.	<p>Items For Information And Discussion</p> <p>A. Annual Emergency Preparedness Report</p> <ul style="list-style-type: none"> There was no discussion. <p>B. Annual Wellness Report</p>	<p>Items For Information And Discussion</p> <p>A. Annual Emergency Preparedness Report</p> <p>B. Annual Wellness Report</p>

	<ul style="list-style-type: none">• There was no discussion. C. Annual Report of the John J. McCarthy Observatory <ul style="list-style-type: none">• There was no discussion.	C. Annual Report of the John J. McCarthy Observatory
8.	Adjourn Mrs. Faulenbach moved to adjourn the meeting at 1:31 a.m., seconded by Mrs. Nabozny and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn at 1:31 a.m.

Respectfully submitted:



Wendy Faulenbach
Secretary
New Milford Board of Education

**New Milford Board of Education
Special Meeting Minutes
July 2, 2020
By Zoom Virtual Meeting**

Present:	Mrs. Angela C. Chastain Mr. Joseph Failla Mrs. Wendy Faulenbach Mr. Pete Helmus Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen P. Monaghan Mrs. Cynthia Nabozny Mrs. Olga I. Rella
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RECEIVED
TOWN CLERK

2020 JUL -6 A 9:00

NEW MILFORD, CT

Also Present:	Ms. Ellamae Baldelli, Director of Human Resources
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1.	Call to Order The special meeting of the New Milford Board of Education was called to order at 6:30 p.m. by Mrs. Chastain via Zoom virtual meeting.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> Mrs. Chastain asked if any member of the public would like to speak. There were no comments made. 	Public Comment
3.	Discussion and Possible Action (Executive Session Anticipated) <p>A. Review of Board legal counsel's written legal opinion pertaining to Superintendent's contract and process for appointment of Interim Superintendent and Permanent Superintendent, including possible formation of Ad Hoc Search Committee for Interim Superintendent and Permanent Superintendent positions. The Board may take action when it returns to public session.</p>	Discussion and Possible Action (Executive Session Anticipated) <p>A. Review of Board legal counsel's written legal opinion pertaining to Superintendent's contract and process for appointment of Interim Superintendent and Permanent Superintendent, including possible formation of Ad Hoc Search Committee for Interim Superintendent and Permanent Superintendent positions. The Board may take action when it returns to public session.</p>

	<p>Mr. McCauley made a motion that the Board enter into Executive Session for the purpose of reviewing Board legal counsel's written legal opinion pertaining to Superintendent's contract and process for appointment of Interim Superintendent and Permanent Superintendent, including possible formation of Ad Hoc Search Committee for Interim Superintendent and Permanent Superintendent positions, and to invite into the session Ms. Ellamae Baldelli.</p> <p>Seconded by Mrs. McInerney.</p> <p>The motion passed unanimously.</p> <p>The Board entered executive session at 6:36 p.m.</p> <p>The Board returned to public session at 7:08 p.m.</p> <p>Mrs. Monaghan made a motion that the Board agree to waive the ninety-day notice requirement for the Superintendent's unilateral termination, effective July 31, of the current Contract of Employment between the Board and Dr. Parker.</p> <p>Seconded by Mrs. Nabozny.</p> <p>The motion passed unanimously.</p> <p>Mrs. Nabozny made a motion that the Board authorize the Board Chair to form an Ad Hoc Search Committee for the purpose of considering possible candidates for the Interim Superintendent position.</p> <p>Seconded by Mrs. Rella.</p> <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> Mrs. Chastain asked for volunteers to serve on the Ad Hoc Search Committee. The first three Board members to volunteer were chosen: Mrs. Faulenbach, Mrs. Rella, and Mrs. McInerney. Mr. McCauley was named first alternate, and Mr. Helmus was named second alternate. 	<p>Motion made and passed unanimously that the Board enter into Executive Session for the purpose of reviewing Board legal counsel's written legal opinion pertaining to Superintendent's contract and process for appointment of Interim Superintendent and Permanent Superintendent, including possible formation of Ad Hoc Search Committee for Interim Superintendent and Permanent Superintendent positions, and to invite into the session Ms. Ellamae Baldelli.</p> <p>Motion made and passed unanimously that the Board agree to waive the ninety-day notice requirement for the Superintendent's unilateral termination, effective July 31, of the current Contract of Employment between the Board and Dr. Parker.</p> <p>Motion made and passed unanimously that the Board authorize the Board Chair to form an Ad Hoc Search Committee for the purpose of considering possible candidates for the Interim Superintendent position.</p>
4.	Adjourn	Adjourn

New Milford Board of Education
Special Meeting Minutes
July 2, 2020
By Zoom Virtual Meeting

Page 3

	Mrs. Faulenbach moved to adjourn the meeting at 7:11 p.m., seconded by Mrs. Monaghan and passed unanimously.	Motion made and passed unanimously to adjourn the meeting at 7:11 p.m.
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Respectfully submitted:



Wendy Faulenbach
Secretary
New Milford Board of Education

**New Milford Board of Education
Special Meeting Minutes
July 14, 2020
By Zoom Virtual Meeting**

Present:	Mrs. Angela C. Chastain Mr. Joseph Failla Mrs. Wendy Faulenbach Mr. Pete Helmus Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen P. Monaghan Mrs. Cynthia Nabozny Mrs. Olga I. Rella
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RECEIVED
TOWN CLERK

2020 JUL 15 P 1:02

NEW MILFORD, CT

Also Present:	Ms. Ellamae Baldelli, Director of Human Resources
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1.	Call to Order The special meeting of the New Milford Board of Education was called to order at 5:30 p.m. by Mrs. Chastain via Zoom virtual meeting.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Discussion and Possible Action <p>A. Interview and discuss candidate for the position of Interim Superintendent of Schools as recommended by the Ad Hoc Search Committee. Executive session is anticipated. The Board may take action when it returns to public session.</p> <p>Mrs. Rella made a motion that the Board enter into Executive Session to interview and discuss the candidate for the position of Interim Superintendent of Schools as recommended by the Ad Hoc Search Committee, and to invite into the session Ms. Ellamae Baldelli and the candidate.</p> <p>Seconded by Mrs. McInerney.</p>	Discussion and Possible Action <p>A. Interview and discuss candidate for the position of Interim Superintendent of Schools as recommended by the Ad Hoc Search Committee. Executive session is anticipated. The Board may take action when it returns to public session.</p> <p>Motion made and passed unanimously that the Board enter into Executive Session to interview and discuss the candidate for the position of Interim Superintendent of Schools as recommended by the Ad Hoc Search Committee, and to invite into the session Ms. Ellamae Baldelli and the candidate.</p>

New Milford Board of Education
Special Meeting Minutes
July 14, 2020
By Zoom Virtual Meeting

Page 2

	<p>The motion passed unanimously.</p> <p>The Board entered executive session at 5:33 p.m.</p> <p>The Board returned to public session at 6:35 p.m.</p> <p>Mrs. McInerney moved that the Board authorize the Board Chair and/or the Board's legal counsel to negotiate the proposed Interim Superintendent's contract on behalf of the Board on the terms and conditions discussed in Executive Session, subject to legal review and final approval by the Board, seconded by Mrs. Rella.</p> <p>The motion passed 7-2-0.</p> <p>Aye: Mrs. Chastain, Mrs. Faulenbach, Mr. McCauley, Mrs. McInerney, Mrs. Monaghan, Mrs. Nabozny, Mrs. Rella No: Mr. Failla, Mr. Helmus</p>	<p>Motion made and passed that the Board authorize the Board Chair and/or the Board's legal counsel to negotiate the proposed Interim Superintendent's contract on behalf of the Board on the terms and conditions discussed in Executive Session, subject to legal review and final approval by the Board.</p>
4.	<p>Adjourn</p> <p>Mrs. Nabozny moved to adjourn the meeting at 6:36 p.m., seconded by Mrs. Faulenbach and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 6:36 p.m.</p>

Respectfully submitted:



Wendy Faulenbach
Secretary
New Milford Board of Education



3A-1
Operations Sub-Committee
July 2020

TO: Kerry Parker, Superintendent
FROM: Brandon Rush, Director of Technology
Date: July 10, 2020
RE: Bid Award E-1920-112219 – Student Information System

The bid packet for the **Student Information System** was mailed to vendors, posted on our website and also ran as a legal notice in the newspaper. The bid close date was on Thursday December 5, 2019.

On that date, three (3) vendors submitted bids for the project:

- **Rediker Software**
Implementation Cost - \$0
Annual Cost - \$46,200.00
- **Infinite Campus**
Implementation Cost - \$49,120.00
Annual Cost - \$37,937.00
- **PowerSchool**
Implementation Cost - \$53,033.17
Annual Cost - \$40,193.75

This recommendation for award is based off the following factors:

- 1) RFP response to feature request (133 Features Requested)
- 2) Pricing
- 3) Connecticut K-12 District Usage
- 4) Staff Feedback
- 5) Reference Checks

It is my recommendation that the Board consider awarding this bid to PowerSchool for services starting September 1, 2020. A brief presentation will be presented at the July Operations meeting detailing how this recommendation was decided.



3A-1
Operations Sub-Committee
July 2020

Following this bid award, a contract will be signed with the vendor in August to allow for the planning phase of the project to begin. Data migration and training will take place over the Winter of 2020 and Spring of 2021 with the SIS launch taking place Summer 2021. This item will next appear on the Purchase Resolution in August 2020, in order to generate a purchase order to the vendor. I will be glad to discuss this at the Operations meeting on July 14, 2020 to answer any and all questions regarding this decision.

Sincerely,
Brandon Rush
Director of Technology




New Milford Public Schools

Student Information System(SIS) Recommendation 2020





How Did We Get Here?



NMPS is currently in the final year of multi year contract with Rediker



Needs of the district have outgrown capabilities of the current SIS

It was decided we would explore new SIS options





SIS Search Committee Was Established

*33 Staff of various positions

*Developed initial SIS desired features

Student Information System (SIS) Desired Features

Demographics

- Name
- Date-of-Birth
- Gender
- Address
 - Method of parent providing proof of residency
- ID number
- Grade level
- Transportation
 - Day care in/out

All Staff Survey Sent



NMPS All Staff Student Information System (SIS) Survey

Form description

This form is automatically collecting email addresses for New Milford Public Schools users. [Change settings](#)

RFP Was Opened and Three Responses Were Received



Web Version of RFQ/RFP/RFB

New Milford Board of Education
50 East Street
New Milford, CT 06776

A. Access/Interface		S	C	NA
Item	Description			
A.1	Fully Web-based interface for all users and all functions. Is built as a true Web application without the use of third-party applets.	X		
A.2	Web browser agnostic.	X		
A.3	Mobile app designed specifically for mobile devices. Mobile app provides full functionality of web interface.	X		
A.4	All functions are available via a single sign in portal.	X		
A.5	Provides full cross-platform browser support with identical functionality on Windows and Macintosh computers.	X		
A.6	Automatically handles attempts by two or more users to update the same record at the same time without restricting any number of users from accessing the same record concurrently.	X		
A.7	Provides ability to "broadcast" messages that could be delivered to users as they log in, including information about system changes and upgrades since the last time the user logged in.	X		
Subtotals		7	0	0

Virtual Demos

The screenshot shows the PowerSchool SIS Start Page for Redwood High School, 19-20 Semester 2. The interface includes a sidebar with navigation links for Functions (Attendance, Current Users, Dashboard, Data Management, Enrollment Summary, Health Management, Incident Management, Master Schedule, Special Functions, Birthdays by Month, Special Programs, Teacher Schedules, Message Sender) and Reports (Form Reports, System Reports, PSCB Custom Reports, Enterprise Reports, State (CT)). The main content area features a 'Start Page' section with a 'Students' dropdown menu, a search bar, and a 'District Search' button. Below this is a 'Current Selection' section showing 'Selection changed to (1)'. A table titled 'Current Student Selection (1)' lists one student: Villanueva, Darryl BA, with Student Number 11074, Grade Level 10, and Date of Birth 7/5/2004. To the right of the table are buttons for 'Select By Hand' and 'Search By Grades/Attendance'. A 'Quick Data' section on the right shows an 'Attendance Taken' donut chart at 66% and an 'At Risk' bar chart. A 'Daily Bulletin' for Wednesday, April 22, 2020, is at the bottom, mentioning wellness messages and a scheduled visit.

PowerSchool SIS

Redwood High School 19-20 Semester 2

Start Page

Students All

District Search

Stored Searches Stored Selections View Field List Advanced Include Remote Enrollments

Current Selection Clear All Selection changed to (1)

Current Student Selection (1)

Student	Student Number	Grade Level	Date of Birth
Villanueva, Darryl BA	11074	10	7/5/2004

Select By Hand Search By Grades/Attendance

Quick Data

Attendance Taken

66%

At Risk

Daily Bulletin - Wednesday, April 22, 2020

Staff

Woohoo!! Wellness messages available again this year! Tuesday is the next scheduled visit. Link to sign up will be coming

The screenshot shows the Infinite Campus Online Registration application form. The top navigation bar includes user avatars for Shan Grayson, Paul Paoletta, Linda Westlake, Bethheller, and savom. The main content area displays the 'Online Registration' process with a progress bar showing steps: Students Primary Household, Parent/Guardian, Emergency Contact, Other Household, Student, Review, and Staff Approval. The current step is 'Parent/Guardian'. The form shows the 'Current Application Status' as 'Approved/Posted' and the 'New Application Status' as 'Hold'. A comment box contains the text: 'child's birth certificate is missing from application.' and 'Please come to Central Office with a physical copy of the child's birth certificate.' Below the comment box are 'Back' and 'Save' buttons. The application number 34 is displayed in the top right corner.

Infinite Campus Online Registration

Application Number 34

Students Primary Household Parent/Guardian Emergency Contact Other Household Student Review Staff Approval

Current Application Status: Approved/Posted

New Application Status: Hold

Comments: child's birth certificate is missing from application.

Email Comments: Please come to Central Office with a physical copy of the child's birth certificate.

Back Save



Feedback Obtained



Student Information System (SIS) Feedback Form

Please complete one form for each SIS presentation

This form is automatically collecting email addresses for New Milford Public Schools users. [Change settings](#)

SIS Committee Review & Discussion

Follow Up Demo Sessions With Vendors

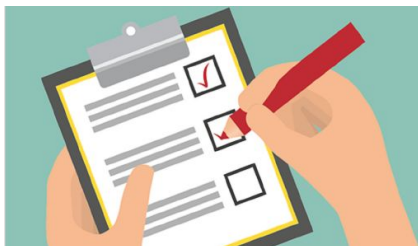
Reference Checks



Why PowerSchool?



Feature Score Based on RFP Response



Submission (133 Features Outlined)

Standard Features (S)

Custom Features (C)

Not Available (N/A)

Rediker Software

S – 112

C – 3

N/A - 18



Infinite Campus

S – 113

C – 17

N/A - 3



PowerSchool

S – 132

C – 1

N/A - 0





Of 169 Connecticut School Districts



140 CT School
Districts



<5 CT School
Districts



<10 CT School
Districts



Integrations



Potential Future Modules





Additional Reasoning

Staff and committee feedback

Greater ability to access and customize database

Add-on approach which allows for future integrations

Familiarity of PowerSchool feel and use with incoming families and staff



What Are Our Next Steps?

- * Signing of agreement (August/Sept 2020)
- * Environment review & stakeholder input
 - * Data migration and configuration
 - * User training
 - * Pre-launch (Spring 2020)
- * Go live (July/August 2021)
 - * Ongoing PD
- * Phase in additional modules in following years

FOR SECOND REVIEW

COMMENTARY: The new Appendix C is a proposed form agreement for the District to use in connection with its distribution of technology devices (Chromebooks, wifi hotspots, power-cords, etc.) to students for home and school use. The intent of this agreement is to make clear to parents/guardians and students that such technology devices are District property on loan to the student. In this draft of this proposed agreement, parents/guardians (and students) are required to acknowledge that they will be financially responsible for repairs and replacement technology devices for intentional and unintentional acts.

This issue raises a number of thorny legal (and other) questions. What happens if a student accidentally drops their Chromebook? Is the district really going to require a parent/guardian to pay for a replacement? What if a parent/guardian refuses to pay for accidental or even intentional damage altogether or refuses to sign any agreement? Is the District prepared to deny a student a Chromebook in such circumstances? Can a student access District-provided educational resources without a Chromebook? What about now in the era of COVID-19 distance learning? What if the family is of limited economic means? Should there be a special income-based exception? If so, the parameters should probably be delineated in Board policy otherwise administrators will be required to make difficult case-by-case determinations and it will be almost impossible to maintain consistency. The revised language in the policy says parents/guardians “may” be charged for a replacement, but legal counsel would recommend stronger language if that is how the Board wants to go.

Under Connecticut law there is no legal entitlement to District-provided technology for a student’s home use. Conn. Gen. Stat. § 10-228 provides that students are entitled to free textbooks and other learning supplies and materials but “subject to such rules and regulations as to their care and use as the board of education provides.” Moreover, Conn. Gen. Stat. § 10-221(c) says that boards of education may charge pupils for damaged educational materials and may impose sanctions such as withholding grades, transcripts, etc. until payment is made.

While these statutes are on the books there is no case law interpreting them and it is unclear how these statutes would be interpreted in a COVID-19 distance learning world. If lessons, assignments, messages from a student’s teacher, etc. are all hosted on a Google Classrooms platform and the only realistic way to access such information remotely is with a Chromebook then a student’s Connecticut constitutional right to a free, public school education may be implicated if the student is denied a Chromebook. The changes to the policy itself and other appendices, in addition to the newly proposed Appendix C, are largely clean-up.

Reflecting additional Board discussion, strikethroughs have been added in green to the Technology Devices Loan Agreement, Appendix C.

6141.321(a)
4118.4/4218.4

Instruction

Responsible Use of Technology, Social Media, and District Network Systems

Instruction

Responsible Use of Technology, Social Media, and District Network Systems

Overview

The New Milford Public Schools Board of Education provides students, staff and community members with access to a large variety of technology and network resources which provide multiple opportunities to enhance learning within the school district network and on the Internet. Communication within the school district, the community and global entities are encouraged as part of 21st century skills. All learners need and deserve 21st century learning opportunities to thrive as tomorrow's leaders, workers, and citizens. However, all users must exercise appropriate and responsible use of District technology and information systems. Users include anyone authorized by the administration to use the network. This policy is intended to promote the most effective, safe, productive, and instructionally sound uses of network information and communication tools.

The District technology infrastructure is defined as all technology related resources, including but not limited to; software, hardware, cabling and connections that provide access to resources, including the Internet internet. ~~District devices as well as personal devices are subject to the guidelines when using the district network or representing the district in communications.~~ District-owned technology devices must be used in accordance with this policy and its accompanying administrative regulations at all times. Personal devices must be used in accordance with this policy and its accompanying administrative regulations whenever the user is accessing the District's network or representing the District in communications. The District maintains content filtering devices and software programs that control access to internal network or internet resources and meet the Federal federal standards established in the Children's Internet Protection Act. (CIPA) Such technology protection measure measures shall be in operation during any use of computers or other electronic devices with Internet internet access. However, it is recognized that this measure these measures alone is are no guarantee that users will not be able to find Internet internet resources which are profane, offensive, obscene, or otherwise objectionable. The ultimate responsibility for appropriate use of Internet internet resources lies with the user.

Digital Citizen

~~Definition: "Self-monitored participation that reflects conscious interdependence with all (visible and less visible) community members."~~

A responsible digital citizen is one who:

- A. Respects one's self:
 - a. Users will select online names and logins that are appropriate and will consider the information and images that are posted online to ensure appropriateness. Users will not share login and password information.

Instruction

Responsible Use of Technology, Social Media, and District Network Systems

- B. Respects others:
 - a. Users will refrain from using District network systems and social media to bully, tease, or harass other people. Users will communicate in a professional respectful manor with anyone engaged.
- C. Protects one's self and others:
 - a. Users will follow protocols that will protect themselves and others by reporting abuse and not forwarding inappropriate materials or communications.
- D. Respects authorship:
 - a. Users will properly reference or cite work, websites, books, media, etc., used in any student work.

Responsible Use

Responsible use of the District's technology resources is expected to be ethical, respectful, and academically honest. Digital storage on ~~district~~ District servers or on the cloud as well as technology devices used for any purpose will be treated as extensions of the District's technology. The Superintendent, or his or her designee, may review files and communications including electronic mail to ensure that users are using the system in accordance with District policy and/or applicable legal requirements. Users should not have any expectation of privacy in files stored electronically. Electronic files, data and communications stored or disseminated through the District's technology may be subject to disclosure pursuant to the Freedom of Information Act.

Users may not access the District's internal networks or District maintained internet resources without prior written authorization and are expected to comply with the following rules of network etiquette and citizenship, including but not limited to:

- A. Use of the New Milford Public Schools network, technology devices, the student and parent portal, and social media must be consistent with the District's educational objectives and curriculum.
- B. Transmission or storage of material, information, data or files in violation of any local, Federal federal, or State state law is prohibited.
- C. Intentional or unintentional use of District resources to access or process, proxy sites, pornographic, obscene, sexually explicit, harassing, threatening or illegal material or communications or explicit text or files or files dangerous to the integrity of the network is strictly prohibited.

Instruction

Responsible Use of Technology, Social Media, and District Network Systems

- D. Cyberbullying is prohibited at all times, whether in ~~district~~ District or out of ~~district~~ District, on any device using any connection.
- E. Software, applications, and media may not be installed, downloaded or uploaded without having an approved Software Form from the Building Principal, Assistant Superintendent and Director of Technology.
- F. Use of the District network for **personal** commercial activities, product advertisement, religious or political campaigning, lobbying, or **unapproved** solicitation ~~of non-district material~~ is prohibited.
- G. Accessing unauthorized chat rooms or instant messaging using the District's network is prohibited.
- H. Bypassing the District's content filter is strictly prohibited.
- I. Users may not share their passwords and are expected to maintain their passwords privately and securely.
- J. Users shall not vandalize, **or intentionally or unintentionally** damage, disable, ~~intentionally~~ disrupt or degrade the District's technology systems or network and may be held personally and financially responsible for malicious or intentional damage or interruptions to network service, software, data, user accounts, hardware, and/or any other unauthorized use.
- K. Files stored on District-managed or cloud networks are the property of the District and may be inspected at any time.
- L. Materials published electronically must be for educational **or District** purposes. Administrators may monitor these materials to ensure compliance with content standards.
- M. Each user is responsible for taking reasonable precautions to ensure he or she does not introduce viruses into the District's network. All material not belonging to the District must be scanned for viruses prior to being placed onto the District's computer system. Users should understand that their home computers and laptops might contain viruses. All disks, memory sticks or perpetual media (e.g., DVD, CD) transferred from these computers to the District's network must be scanned for viruses.
- N. Users shall not "hack into," "snoop," monitor any network traffic or otherwise access data not intended for the user including, but not limited to, other users' files and administrative data.
- O. Users shall not violate copyright or otherwise use the intellectual property of another individual or organization without permission.

Instruction

Responsible Use of Technology, Social Media, and District Network Systems

- P. Users shall not plagiarize (to take material created by others and presenting it as if it were one's own) or cheat (to deceive by trickery, mislead or fool).
- Q. Users shall not **maliciously** send, transmit, or otherwise disseminate proprietary data, personally identifiable information about students or other confidential information.

Procedures for Use

- A. Students shall receive education about the following:
 - a. Safety and security while using e-mail, chat rooms, social media, and other forms of electronic communications;
 - b. The dangers inherent in online disclosure of personally identifiable information; and
 - c. The consequences of unauthorized access including but not limited to hacking, cyber-bullying, and other unlawful or inappropriate activities online.
- B. All student users and their parents/guardians ~~are~~ **shall be** required to sign a written agreement annually, or at the time of enrollment, to abide by the terms and conditions of this policy and any administrative procedures and guidelines. If the agreement is not signed, District network privileges will not be given.
- C. **All student users and their parents/guardians shall be required to sign a written agreement setting forth rules for the use of loaned District technology devices (i.e. Chromebooks) and conditions for reimbursement for lost or damaged devices prior to being loaned a District technology device or devices.**
- D. Students shall not (1) access or use another person's account without written permission; (2) share their password with anyone else or engage in activities that would reveal anyone's password; (3) allow others to access a computer that the user is logged on to; or (4) ever sign in, or attempt to sign in, as another person.

Violations and Sanctions

Accessing the ~~Internet~~ **internet** or District network **and utilizing District technology devices** is a privilege, not a right. Inappropriate use and violation of this or any other Board policy may result in cancellation of all network access **and disciplinary and/or legal action**. Inappropriate material is defined as any material or use that is inconsistent with the goals, objectives, and policies of the educational mission of the District. Any user can be denied access temporarily or permanently if

Instruction

Responsible Use of Technology, Social Media, and District Network Systems

the school or District administrator determines that a user has used the ~~Internet~~ internet or District network in an inappropriate or unacceptable manner. ~~Students may also be disciplined or subject to other legal action.~~

No Expectation of Privacy

All users are warned that there should be no expectation of privacy in connection with the use of the District's computer resources. Users should not create, store or use messages, files or other information which they do not want school authorities to see. The following reasons explain why users should have no expectation of privacy:

- A. The District may have a duty under federal ~~or state~~ law to monitor on-line activities of users and enforce the use of protective measures. Authorized administrators and staff may review use of the District's computer resources and the ~~Internet~~ internet at any time, without reason or prior notice, to maintain system integrity and determine that users are acting responsibly or otherwise consistent with this policy.
- B. Computer resources are owned, controlled, and maintained by the District. They are provided to staff and students to be used for educational purposes only. Files or any information stored on school-based networks are subject to periodic inspection and routine maintenance.
- C. E-mail communications can be stored indefinitely on any number of computers. Copies of messages may be forwarded to others either electronically or on paper. In addition, e-mail sent to non-existent or incorrect user names may be delivered to persons that you never intended.
- D. Use of passwords to gain access to the computer network or to encode particular files or messages does not imply that users have an expectation of privacy in such access or materials. The District has global passwords that permit it to access all material stored on the computer system, regardless of whether that material has been encoded with a particular user's password.
- E. District personnel may receive or create e-mail messages and other documents that are public records that may be subject to disclosure under the Freedom of Information Act.

Use of Computer Resources by School Personnel

The computer resources are the property of the District and may only be used for approved purposes. Users are permitted access to assist them in the performance of their jobs. Occasional use of the computer resources by an individual school employee for personal communications is permitted when the use does not interfere with the employee's or other user's job responsibilities, performance of the computer resources, or operation of the District. A short social message and a quick note to a family member are examples of permitted personal use. Use for personal or third party gain or

Instruction

Responsible Use of Technology, Social Media, and District Network Systems

profit, or for entertainment, is strictly prohibited. Solicitation ~~of non-District events or functions for any purpose, other than to support a community service drive officially sponsored by the District,~~ will not be tolerated. Employees are reminded that this limited, occasional personal use must comply with this policy, and all other policies, regulations and practices of the District. Use of computer resources is a privilege that may be revoked at any time, in whole or in part, at the sole discretion of the District.

Policy Violations

Users who become aware of any misuse of computer resources must immediately report the incident to the administration. Any violation of this policy may result in immediate termination of school-provided access to computer resources, including the ~~Internet~~ internet. Additional disciplinary action may be taken in keeping with existing policies, procedures and practices regarding the conduct, including but not limited to suspension and/or expulsion from school (students) or termination of employment (personnel). When appropriate, law enforcement agencies may be involved and legal action or prosecution may result.

Board Liability

The Board makes no warranties of any kind, neither expressed nor implied, for the use of computer resources and the ~~Internet~~ internet access it is providing.

The Board is not responsible, and shall not be liable, for:

- A. Damage resulting from unauthorized or inappropriate District network or social media activity;
- B. Use of information obtained via the ~~Internet~~ internet, including any damages a user may incur including but not limited to, loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by negligence, errors;
- C. The accuracy or quality of information obtained through the ~~Internet~~ internet;
- D. Unfiltered content that may be viewed or downloaded on District equipment that has been provided to individuals for use outside District property;
- E. Issues or damage caused by the connection of personal devices to the District's network or improper use of the District's network or equipment; or
- F. Personally owned devices that are damaged, lost, or stolen.

Instruction

Responsible Use of Technology, Social Media, and District Network Systems

Notice of Policy

Students and school personnel shall be given notice of this policy annually. All other users shall be given notice of this policy prior to obtaining access to or using District computer resources.

Each user is required to sign an Acknowledgement Form stating that they have received notice of and understand this policy and any accompanying administrative regulations.

The administration may issue regulations and guidelines in connection with this policy.

Legal References:

20 U.S.C. 6777 Internet Safety (Children’s Internet Protection Act)

47 U.S.C. 254 Universal Service

45 C.F.R. 54.520, “Children’s Internet Protection Act certifications required from recipients of discounts under the federal universal service support mechanism for schools and libraries.”

Conn. Gen. Stat. § 31-48d -- Employers engaged in electronic monitoring required to give prior notice to employees. Exceptions. Civil penalty.

Conn. Gen. Stat. § 10-221 – Boards of education to prescribe rules, policies and procedures.

Conn. Gen. Stat. § 10-228 – Free textbooks, supplies, material and equipment.

Policy adopted:

February 12, 2013

NEW MILFORD PUBLIC SCHOOLS

Policy revised:

July 18, 2017

New Milford, Connecticut

Responsible Use Policy Agreement

New Milford Public Schools

What is the Responsible Use Policy Agreement?

The Responsible Use Policy – **Board Policy # 6141.321** -- was adopted by New Milford Public Schools Board of Education in 2017. The Responsible Use Policy (RUP) outlines the Board's specific expectations for students' use of the school system's electronic information resources, including the school system's **technology devices**, computer networks and the ~~Internet~~ **internet**.

The RUP requires the ~~preparation~~ **execution** of the Responsible Use Policy Agreement which one parent (or legal guardian) and all students in grades first through twelve are required to sign and return to school before the student will be allowed to access and use these resources. By reading and signing this Agreement, you are giving your permission for your child to use these resources, and you are stating that you understand and will explain to your child what the Agreement means. Students in grades first through twelve are required to sign the Agreement to indicate that they understand the RUP and the Agreement and agree to abide by them.

New technologies have greatly expanded the amount and type of information available to students and teachers. In addition to our large collection of print media in the school libraries, each school has access to a large array of electronic information systems via electronic periodicals and encyclopedias and the ~~Internet~~ **internet**. However, access to so much information brings new responsibilities to use the resources and information responsibly and ethically. Below you will find a summary of the guidelines for accessing and using all the information obtained through these technologies. We teach a simple and straightforward version of the following guidelines starting in grade K, and we add more complex dimensions as students' progress through the school system.

Student Consent Form

As a user of the New Milford Public Schools' electronic information resources, **technology devices** and computer networks, I have read, understand and will abide by the Responsible Use Agreement which implements the Responsible Use Policy. I understand that my signature and the signature of one of my parents or legal guardians are preconditions to my accessing and using the District's electronic information resources. I also specifically agree to the following:

1. I will use digital technology resources only for educational and research purposes that are consistent with the educational objectives of my teachers and the Board of Education.

2. I will use digital resources in a responsible, ethical and legal manner at all times. I will not intentionally do anything to another users' work on the resources.
3. I will not plagiarize. I will give appropriate citations to an author or resource as the source of information I find.
4. I will use digital technology resources as directed by a teacher or staff member.
5. I will be considerate of other users and data privacy when using District resources. I will be polite and use appropriate language at all times. My log-in and password will be kept private and not shared with other users.
6. I will send and receive electronic mail (email) appropriately for educational purposes. I will report any inappropriate email messages or any misuses of email immediately.
7. I will not give out any personal information regarding myself or anyone else in the district while using email.
8. I will never intentionally damage, degrade or disrupt the electronic information resources, including computer services or computer equipment. I will not tamper with computer hardware or software, vandalize or change data in any way, intentionally introduce computer viruses, attempt to gain access to restricted or unauthorized networks or network services or violate copyright laws. I understand that such activity may be a crime.
9. I will handle District technology devices (i.e. Chromebooks, power-cords, tablets, etc.) with the utmost care and attentiveness. I understand that such devices are the District's property.
10. I will use the District's various student classroom, grading and other online portals for educational requirements only and will use appropriate language at all times.
11. If I do not follow the rules outlined in this Agreement and in the Responsible Use Policy, I know that I may lose my privilege to use the District's electronic information resources. I also know that I may be disciplined for not following the rules and that my parents/guardians and I may have to pay for any damage to technology devices or other electronic equipment that I cause because of my intentional or unintentional misuse of these resources.
12. I am aware that some violations of the Responsible Use Policy may also be violations of local, state and federal laws and regulations and that I may be prosecuted for violating those laws.

Student Name: _____

Signed: _____ Date: _____

(Student)

Parent/Guardian Consent Form
Responsible Use Policy Agreement
New Milford Public Schools

I give the New Milford Board of Education permission to allow my child to access and use the **District's** electronic information resources **including technology devices** ~~in the schools~~ for educational purposes. I understand that when using a resource such as the ~~Internet~~ **internet**, it is impossible to restrict access to all controversial or potentially inappropriate materials or to predict with complete certainty what information a user may locate. I understand that the District will use filtering programs, access controls and active supervision of students and will make all reasonable efforts to protect students from any misuses or abuses as a result of their use of the District's electronic information resources.

My child and I have read the Board's Responsible Use Policy and this Responsible Use Policy Agreement for grades one through twelve, and we have discussed the Policy and this Agreement. I understand that my child, in addition, will receive several lessons from the school librarian and classroom teacher about the Responsible Use Policy and the Responsible Use Policy Agreement.

I understand, and **have** explained to my child, that he or she may lose his or her privilege to use these resources ~~at school~~ and may be disciplined if he or she does not follow all of the rules outlined in the Responsible Use Policy and the Responsible Use Policy Agreement. I understand that my child and I may be held liable for costs incurred by my child's ~~deliberate~~ violation of the Policy **and/or Agreement including any intentional or unintentional damage to District technology devices such as Chromebooks.**

Student Name: _____

Signed: _____ Date: _____
(Parent or Guardian)

Parent/Guardian Printed Name: _____

I give permission to allow school personnel to ~~record audios~~, take photos, ~~or~~ **and audio or video recordings** ~~videos~~ of my child. These images or recordings, as well as student work, may be published in various locations, including ~~the school or the district~~ **District websites website**. I am aware that the **District** ~~district~~ has no control over any subsequent use or publication of the images, recordings, or student work so published. I am also aware that third parties, such as media or other parents/guardians, may take images of my child in school or at school events, and in those instances, the **District** ~~district~~ has no control over the use of those images once they are published.

Signed: _____ Date: _____
(Parent or Guardian)

New Milford Public Schools
Technology Devices Loan Agreement

The New Milford Board of Education believes that all learners need and deserve 21st century learning opportunities to thrive as tomorrow's leaders, workers, and citizens. To this end, the Board is proud to offer students access to individually-assigned technology devices for academic purposes. Technology devices, such as Chromebooks, internet hotspot devices, tablets, power-cords, etc., may be used at school and at home consistent with the terms and conditions of this Agreement, the Board's Responsible Use Policy – Board Policy # 6141.321 – and the District's administrative regulations and procedures.

Access to District technology devices is a privilege and not a right. Accordingly, the Administration reserves the right to revoke a student's District technology device loan privileges if the terms of this Agreement and/or Board policies are not fully complied with.

By accepting possession of New Milford Public Schools' technology devices students agree to be bound by the following requirements, and parents/guardians agree to be financially responsible for the cost of repair or replacement of District technology devices in the event that their child's assigned technology device is lost, stolen or damaged whether intentionally or unintentionally.

SECURITY

1. I will know where my assigned technology devices are at all times.
2. I will never leave my assigned technology devices unattended.
3. I will secure my assigned technology devices when I am participating in PE by putting them in my locker or other secure location, unless instructed to bring a device to PE class by the teacher.
4. I will never loan my assigned technology devices to anyone.
5. I will, at all times, keep myself safe and will use my assigned technology devices only in areas where I can keep myself and my technology devices safe.

(Student and Parent/Guardian initial here) _____

CARE

6. I understand that certain technology devices may include a protective case that is to remain on the device at all times. This case may not be removed or replaced.
7. I will protect screens from scratches.
8. I will keep food and beverages away from my assigned technology devices since they may cause damage to them.
9. I will not mark, draw, write or place unapproved stickers on technology devices or their cases.

10. I will not disassemble or attempt any repairs on any part of any of my assigned technology devices since doing so may void a device's warranty.
11. If damage occurs, including, but not limited to, scratches, cracks or dents, I will report the damage to the school administration within 24 hours or as soon as possible thereafter.
12. In the case of theft or vandalism, I will file a police report and notify school administration within 24 hours or as soon as possible thereafter.

(Student and Parent/Guardian initial here) _____

USAGE

13. I will follow the New Milford Board of Education's Responsible Use Policy (RUP) for use of NMPS' computers and network systems.
14. I will not reformat my assigned technology devices, tamper with their security settings, or change their operating systems.
15. I will adhere to all applicable copyright and software license agreements that forbid downloading of media and software that has not been legally acquired.
16. I will not engage in any harassment or acts of intimidation (cyber-bullying) in an attempt to harm other people using my assigned technology devices.

(Student and Parent/Guardian initial here) _____

RESPONSIBILITY

17. I understand that my assigned technology devices are subject to inspection by any staff member, teacher or administrator at the school, at any time and without notice. I further understand that these technology devices remain the property of NMPS.
18. I agree to return my assigned technology devices, related accessories and device cases in good working condition (with the exception of normal wear and tear) immediately upon request by NMPS.
19. I will return my assigned technology devices to my school administrator (or designee) upon request. If I withdraw, am expelled, or terminate enrollment at my school for any reason, I will return my assigned technology devices and accessories on the date of termination to the school's administrator.

(Student and Parent/Guardian initial here) _____

I have read and agree to comply with these requirements and all New Milford Board of Education policies and regulations including the Board's Responsible Use Policy and accompanying administrative regulations. I agree to accept financial responsibility for damage to or loss of the technology devices indicated below while assigned to my child. I understand that this means that if one of my child's assigned technology devices is lost, damaged or stolen, I will be responsible for repair or replacement costs. In the event this occurs I will remit payment to the District as directed by the administration. I further understand that if a technology device is damaged or returned the timeliness of a replacement will be based on current NMPS' replacement inventory.

Print Student Name (Last, First): _____

Student Signature: _____ Date: _____

Print Parent (Guardian) Name: _____

Parent (Guardian) Signature: _____ Date: _____

Student School: _____

Assigned Device # 1: _____

Assigned Device # 2: _____

Assigned Device # 3: _____

Assigned Device # 4: _____

[YEARLY TECHNOLOGY REPLACEMENT COST SCHEDULE
TO BE INSERTED AND UPDATED AS NECESSARY]

**NEW MILFORD PUBLIC SCHOOLS
BOARD OF EDUCATION**

**EMPLOYEE ACKNOWLEDGMENT
REGARDING
COMPUTER AND INTERNET USE**

I have read and agree to comply with the terms of the New Milford Board of Education's policy no. 4118.4 or 4218.4 governing the use of the District's computer resources by school personnel. I understand that a violation may result in disciplinary action, including possible termination, as well as civil or criminal liability. I also understand that I am responsible for financial obligations resulting from my unauthorized use of the computer resources, and that the District may revoke my access privileges at any time.

Signature: _____ Date: _____

Print: _____

**NEW MILFORD PUBLIC SCHOOLS
BOARD OF EDUCATION**

NOTICE REGARDING ELECTRONIC MONITORING
of School District Personnel and Guest Users

In accordance with Connecticut law, the New Milford Board of Education (“District”) hereby gives notice to all its employees of the potential use of electronic monitoring in its workplace. While the District may not actually engage in the use of electronic monitoring, it reserves the right to do so as management deems appropriate in its discretion, consistent with the provisions set forth in this notice.

“Electronic monitoring”, means the collection of information on District premises concerning employees’ activities or communications, by any means other than direct observation of the employees. Electronic monitoring includes the use of a computer, telephone, wire, radio, camera, electromagnetic, photo electronic or photo-optical systems.

The law does not cover the collection of information for security purposes in any common areas of District premises which are open to the public, or which is prohibited under other state or federal law.

The following specific types of electronic monitoring may be used by the District in its workplaces:

- Monitoring of e-mail, ~~Internet~~ internet usage and other components of the District’s computer resources for compliance with its policies, procedures and guidelines concerning use of such resources.
- Video and/or audio surveillance within the District’s facilities (other than in restrooms, locker rooms, lounges and other areas designed for the health or personal comfort of employees or for the safeguarding of their possessions).
- Monitoring of employee usage of District’s telephone systems.

The law also provides that, where electronic monitoring may produce evidence of misconduct, the District may use electronic monitoring without any prior notice when it has reasonable grounds to believe employees are engaged in conduct that violates the law, violates the legal rights of the District or other employees, or creates a hostile work environment.

**NEW MILFORD PUBLIC SCHOOLS
BOARD OF EDUCATION
New Milford, Connecticut**

**USER ACKNOWLEDGMENT
REGARDING
COMPUTER AND INTERNET USE**

I acknowledge receipt of the New Milford Board of Education's policy number 6141.321/4118.4/4218.4 governing the use of the District's computer resources. As a user of the Board's computer resources and ~~Internet~~ internet access, I agree to read and comply with the terms of the ~~District's~~ District's acceptable use policy. I understand that a violation of this policy may result in disciplinary action, including possible termination, as well as civil or criminal liability. I also understand that I am responsible for financial obligations resulting from my unauthorized use of the computer resources, and that the District may revoke my access privileges at any time.

Signature: _____ Date: _____

Print: _____

FOR FIRST REVIEW

COMMENTARY: If adopted by the Board the proposed amendments to this bylaw and bylaw # 9325 will limit the opportunity for public comment during Board meetings to “any resident of the Town of New Milford and any current employee of the New Milford Public Schools.” Under the First Amendment, governmental institutions such as the New Milford Board of Education are legally entitled to regulate the time, place and manner of public comment portions of meetings – or even eliminate public comment altogether – as long as the regulation is content-neutral – i.e. not directed at the speaker’s viewpoint.

Federal courts around the country have held that limiting public comment to relevant stakeholders is a reasonable and constitutionally permissible time, place and manner restriction. This bylaw and bylaw # 9325 limit public comment to residents and current employees, but the Board could expand the categories of eligible speakers if it wished to include other groups – for instance, all parents of NMPS’ students – which would include parents who live outside town.

In considering these proposed amendments, the Policy Committee and full Board should be aware that the enforceability of limiting the right to public comment to certain defined stakeholder groups may be quite challenging. Pursuant to the Freedom of Information Act, members of the public in general – not just New Milford stakeholders – are entitled to attend meetings of the Board and its subcommittee. Furthermore, the FOIA expressly prohibits public agencies from requiring members of the public from completing a “sign-in sheet” to attend a meeting. As such, it may be very difficult to verify that a person who wished to make a comment is in fact eligible to do so.

9320(a)

Bylaws of the Board

Meetings of the Board

The Board of Education is a legal body which exists only when its members are assembled in official session. It is the responsibility of the Board to publicly convene for the purpose of conducting official business as required.

It is the policy of the Board to hold a regular meeting on the third Tuesday of each month. The Board shall also, when need dictates, conduct special meetings as called by the Board Chairperson, or upon request of three Board members. An agenda, prepared in accordance with the standards set forth in this policy, shall be publicly posted at least twenty-four hours prior to the time a meeting of the Board is to convene.

Official transactions of the Board shall ordinarily be conducted at the regular meeting. A special meeting, which has been called for a specific purpose, shall only address the specific order of business for which the meeting has been called.

1. So that the Board may be well prepared for meetings, all members shall receive the written agenda, as well as supporting information for items to be considered, at least two business days before a meeting of the Board.

Bylaws of the Board

Meetings of the Board

2. The Board shall meet in executive session as needed, in accordance with the circumstances prescribed by the Freedom of Information Act.
3. All meetings of the Board are open to the public. An “Opportunity For The Public To Be Heard” shall be scheduled at every meeting. During this portion of Board meetings any resident of the Town of New Milford and any current employee of the New Milford Public Schools may address the Board concerning any subject that lies within its jurisdiction.
4. The agenda of all meetings shall be prepared by the Superintendent in consultation with the Board Chairperson. Every effort should be made to prepare an agenda that will not require a meeting to extend more than three hours.
5. The following guidelines should be followed when listing agenda items; however, when necessary and reasonable, the Board may change the order of business on an agenda so that those items of particular interest to the public in attendance may be considered early in the meeting.
 - a. Recommended motions, including approval of minutes
 - b. Items for Discussion - reports, schedules, communications, etc.

(cf. 9323 – Construction/Posting of Agenda and 9325.2 – Order of Business)
6. All actions of the Board shall be recorded as the Board Minutes and kept on file as the permanent official record of the Board meeting proceedings.
7. A majority of the Board members (five) shall constitute a quorum for the transaction of business. (cf. 9325.1 – Quorum)
8. “Robert's Rules of Order, Revised” shall govern the proceedings of the Board except when in conflict with the Board Bylaws.
9. A meeting of the Board may be canceled by the agreement of a majority of the Board.
10. A listing of the regular meetings of the Board of Education shall be posted with the Town Clerk no later than January 31 of each year.

Bylaws of the Board

Meetings of the Board

Legal Reference: Connecticut General Statutes

1-206 Denial of access to public records or meetings.

1-225 Meetings of government agencies to be public.

1-227 Mailing of notice of meetings to persons filing written request.

1-228 Adjournment of meetings. Notice.

1-229 Continued hearings. Notice.

1-230 Regular meetings to be held pursuant to regulation, ordinance or resolution.

10-218 Officers. Meetings

Bylaw adopted by the Board:	January 9, 2001	NEW MILFORD PUBLIC SCHOOLS
Bylaw revised by the Board:	November 7, 2005	New Milford, Connecticut
Bylaw revised by the Board:	November 14, 2006	
Bylaw revised by the Board:	June 12, 2012	
Bylaw revised by the Board:	December 13, 2016 (effective date July 1, 2017)	

FOR FIRST REVIEW

COMMENTARY: If adopted by the Board the proposed amendments to this bylaw and bylaw # 9320 will limit the opportunity for public comment during Board meetings to “any resident of the Town of New Milford and any current employee of the New Milford Public Schools.” Under the First Amendment, governmental institutions such as the New Milford Board of Education are legally entitled to regulate the time, place and manner of public comment portions of meetings – or even eliminate public comment altogether – as long as the regulation is content-neutral – i.e. not directed at the speaker’s viewpoint.

Federal courts around the country have held that limiting public comment to relevant stakeholders is a reasonable and constitutionally permissible time, place and manner restriction. This bylaw and bylaw # 9320 limit public comment to residents and current employees, but the Board could expand the categories of eligible speakers if it wished to include other groups – for instance, all parents of NMPS’ students – which would include parents who live outside town.

In considering these proposed amendments, the Policy Committee and full Board should be aware that the enforceability of limiting the right to public comment to certain defined stakeholder groups may be quite challenging. Pursuant to the Freedom of Information Act, members of the public in general – not just New Milford stakeholders – are entitled to attend meetings of the Board and its subcommittee. Furthermore, the FOIA expressly prohibits public agencies from requiring members of the public from completing a “sign-in sheet” to attend a meeting. As such, it may be very difficult to verify that a person who wished to make a comment is in fact eligible to do so.

9325(a)

Bylaws of the Board

Meeting Conduct

Meetings of the Board of Education shall be conducted by the Chairperson of the Board of Education in a manner consistent with the adopted Bylaws of the Board.

All Board meetings shall commence at the stated time or as soon thereafter as a quorum is present and shall be guided by an Agenda which will have been prepared and delivered in advance to all Board Members and other designated persons.

The meetings shall, to the fullest possible extent, enable Members to conduct the business of the Board in an orderly, expeditious manner.

Provisions for permitting any ~~individual or group to~~ **resident of the Town of New Milford or any current employee of the New Milford Public Schools** to address the Board concerning any subject that lies within its jurisdiction shall be as follows:

1. A 3 minute time limit may be allowed to each speaker with a maximum of 20 minutes per meeting being allocated for any one item.

Bylaws of the Board

Meeting Conduct

2. The Chairperson shall not permit actions which disrupt or interrupt the orderly conduct of the Board meeting. A willful participant in such conduct will be asked to leave the meeting of the Board. In case of a general disturbance the meeting room may be cleared except for non-participating representatives of the press.
3. The Board may, by a majority vote, decide to cancel or extend the 20 minutes allotted per item.
4. Questions which can be answered during the meeting may be answered at the option of the Board. Other inquiries which may require analysis/investigation will, at the option of the Board, be answered at a future specified date.
5. If a ~~member of the public~~ **resident of the Town of New Milford or a current employee of the New Milford Public Schools** makes an oral presentation about the performance of a Board member or employee, whether named or not, including charges or complaints, the Board shall not discuss such performance – whether in public or executive session—unless the topic is an explicit item on the agenda and the employee or Board member has been provided the requisite notice and due process required by law. In such circumstances, the Board may inform the ~~member of the public~~ **Town resident or employee** that all such charges or complaints concerning individual Board members or the Superintendent should be sent to the Chairperson of the Board and to such other Members as deemed appropriate and all such charges or complaints concerning individual employees of the Board should be sent to the immediate superior of the person to whom the complaint relates. If a satisfactory answer is not received, then a written appeal may be filed with the next higher authority.

Bylaw adopted by the Board: January 9, 2001
 Bylaw revised: May 12, 2015

NEW MILFORD PUBLIC SCHOOLS
 New Milford, Connecticut



New Milford Public Schools

**Facilities Department
386 Danbury Road
New Milford, CT 06776
(860) 354-6265
FAX (860) 210-2233**

TO: Dr. Kerry Parker, Superintendent of Schools
FROM: Kevin Munrett, Facilities Director & Brandon Rush, Technology Director
CC: Anthony Giovannone, Director of Operations and Fiscal Services
DATE: July 17, 2020
RE: 2019-20 Capital Projects

Due to the COVID-19 pandemic and other unanticipated funding assistance towards capital projects from the Town, we have a surplus of unspent funds from approved 2019-20 capital projects.

The current balance of this surplus is \$56,137.00. As discussed at the Facilities and Operations Subcommittee meetings over the last two months, we are recommending using these funds to complete other projects within the same type for which they were originally withdrawn.

New Milford High School requires \$38,000.00 to install smoke, heat and audio/visual devices throughout the building. These devices were purchased previously and the labor for the installation is still required. This project would allow the NMHS fire alarm system to be fully updated to current code requirements as a life safety system and to function properly for many years to come.

It would also be our recommendation that the remaining \$17,137.00 be allocated for the purchase of needed Technology devices.

We have attached the proposal from Siemens to perform the labor as highlighted above along with a copy of Item 3E from the 6/9/20 Facilities Subcommittee Meeting.

Sincerely,
Kevin Munrett, Facilities Director
Brandon Rush, Technology Director

Siemens Industry Inc., 104 Sebeth Dr. Cromwell, CT 06416

Jennifer Rossi
Building Technologies
Tel: (860) 262-4834
Jennifer.Rossi@Siemens.com

**Kevin Munrett
New Milford High School
388 Danbury Rd
New Milford, CT 06776**

June 1, 2020

PROJECT: Siemens Fire Alarm Field Device Change Out - PHASE 2 LABOR ONLY UNDER THIS PROPOSAL, FIRST PROPOSAL IS FOR PARTS/MATERIAL.

Scope of Work: Siemens will provide field device change out of obsolete MXL HFP and FP field devices. This change out will include; smokes, duct smokes, heat detectors and modules associated with field devices – all addressable devices. Siemens will work with New Milford HS to arrange Sprinkler/Suppression Contractors that may be need for final test of the devices/addressable points

Siemens shall include the following:

- (8) XDLC Loop Cards
- (95) Pull Stations
- (18) Single Input Addressable Relays
- (30) Dual Addressable Input Modules
- (13) Single Input Modules
- (23) Duct smokes, Sampling Tubes and relays
- (175) Smoke Detectors – existing bases will be reused
- Reprogramming of all addressable devices
- Technician labor for installation
- Testing of the fire alarm system 10%
- Siemens will change field devices a loop at a time
- Any devices over 10' - New Milford High School should provide access to

Siemens shall exclude the following:

- All Permits
- Sprinkler and Suppression Contractors
- Tax
- Patching and Painting
- Lift
- Fire Watch

Total ***\$38,000.00 (two of two proposals)***
(excluding applicable tax)

Proposal Accepted:
Siemens Industry, Inc. is authorized
to proceed with the work as proposed.

Proposal Submitted:
Siemens Industry, Inc.

Name _____

By _____ Jennifer Rossi _____

Signature _____

Title _____ Senior Account Executive _____

Company _____

Date _____ January 28, 2020 _____

Title _____

Date _____

This proposal is valid for 30 days
Please address purchase orders to **Siemens Industry, Inc.**
Attached terms and conditions apply

All labor associated with this installation will be non-union. All work has been quoted as straight time and will be performed during the normal business hours of 0800 and 1700. Any work requested to be completed after-hours or during weekend or holiday will incur additional charges.

Terms and Conditions (Click to download)

[Terms & Conditions](#)

Attachment A

Riders (Click on rider below to download)

[BT Fire Life Safety Rider](#)

[BT Mass Notification Rider](#)

[BT Monitoring Rider](#)

[BT Online Backup and Data Protection](#)

[BT UBM or Utility Procurement](#)

[BT Software License Warranty](#)

[BT Consulting Rider](#)

FACILITIES	DESCRIPTION	DETAIL	19.20 BUDGET FROM CAPITAL RESERVE	SPENT	REMAINING	NOTE
	ALARM PANEL UPGRADE	VARIOUS DEVICE MODULES, SMOKE/HEAT/DUST DETECTORS AND PULL STATIONS AT NMHS.	\$29,000	\$29,000	\$0	DEVICES RECEIVED, MONEY REQUEST IN 5 YEAR CAPITAL OVER NEXT YEAR(S) TO CONTINUE WITH INSTALLATIONS AND UPDATES.
	SECURITY ENHANCEMENTS	CARD ACCESS READERS FOR EMPLOYEE BADGE BUILDING ACCESS FOR THE DISTRICT.	\$15,000	\$0	\$15,000	PROJECT WAS PUT ON HOLD WHEN POSSIBLE C.O. MOVE TO SNIS WAS DISCUSSED. PROJECT NOT RESTARTED SINCE COVID-19.
	ASBESTOS ABATEMENT	ABATEMENT OF 1 CLASSROOM AT HPS.	\$15,500	\$15,500	\$0	MONEY WAS SPENT ON ASBESTOS REMEDIATION AT C.O. AND NOT HPS.
	GROUNDS EQUIPMENT REPLACEMENTS	1 LAWNMOWER ON REFRESH CYCLE FOR THE DISTRICT.	\$15,000	\$15,000	\$0	EQUIPMENT RECEIVED AND IN SERVICE.
	CUSTODIAL EQUIPMENT REPLACEMENTS	1 FLOOR SCRUBBER ON REFRESH CYCLE FOR NMHS.	\$16,000	\$16,050	-\$50	EQUIPMENT RECEIVED AND IN SERVICE.
	PLAYGROUND COMPLIANCE	SAFETY WOOD FIBER REPLENISHMENT AT SNIS. REPLACEMENT OF BROKEN/WORN PARTS (CHAINS/SEATS) AT SNIS. NO NEW EQUIPMENT.	\$23,100	\$7,611	\$15,489	FULL PLAYGROUND REPLACEMENTS FUNDED BY TOWN COVERED MANY REPAIRS THAT THIS BUDGET WAS MEANT FOR AND THIS IS WHY THERE IS AN AVAILABLE BALANCE.
	TENNIS COURT REPAIR	FILL CRACKS TO ENSURE PLAYABLE SURFACE AT NMHS	\$24,000	\$0	\$24,000	NONE OF THE MONEY SPENT AS JOINT BID WITH TOWN CAME BACK WITH PRICES TOO HIGH FOR BOE TO PROCEED WITHOUT ADDITIONAL FUNDING AND THIS IS WHY THERE IS AN AVAILABLE BALANCE.
	SUB TOTAL		\$137,600	\$83,161	\$54,439	
TECHNOLOGY	DESCRIPTION	DETAIL	19.20 BUDGET FROM CAPITAL RESERVE	SPENT	REMAINING	NOTE
	COMPUTER REFRESH	\$7000 FOR 8 LAPTOPS AT \$900 PER UNIT FOR THE DISTRICT. \$10,000 FOR 67 DESKTOP SOLID STARE HARD DRIVES AT \$150 PER UNIT FOR THE DISTRICT.	\$17,000	\$17,000	\$0	ALL LAPTOPS WERE RECEIVED AND SOME WERE DEPLOYED TO STAFF USE DURING DISTANCE LEARNING. HARD DRIVES WERE RECEIVED AND INSTALLATIONS ARE ONGOING.
	SMART BOARD REFRESH	10 SMART BOARD REPLACEMENTS AT \$2,000 PER UNIT FOR THE DISTRICT.	\$20,000	\$20,000	\$0	SMARTBOARDS WERE ALL ORDERED AND WILL BE RECEIVED BEFORE JUNE 30TH.
	CHROME BOOK REFRESH	412 CHROMEBOOK REPLACEMENTS AT \$195 PER UNIT FOR THE DISTRICT.	\$80,340	\$81,307	-\$967	ALL CHROMEBOOKS ORDERED. HALF WERE RECEIVED AND HANDED OUT FOR DISTANCE LEARNING. THE REMAINING WILL BE DELIVERED BEFORE JUNE 30TH.
	NETWORK/SERVER INFRASTRUCTURE	65 ACCESS POINTS, 20 SWITCHES, AND 1 WIRELESS CONTROLLER FOR THE DISTRICT. 1 FIREWALL UPGRADE FOR LHCT.	\$97,560	\$94,895	\$2,665	ALL EQUIPMENT RECEIVED AND INSTALLATIONS ARE ONGOING.
	SUB TOTAL		\$214,900	\$213,202	\$1,698	

GRAND TOTAL*	\$352,500	\$296,363	\$56,137
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***ALL FUNDING IS IN A SEPARATE MULTI YEAR FUND & DOES NOT HAVE TO BE EXPENDED BY JUNE 30TH. THESE FUNDS CAN:**

A.) REMAIN WITH THE BOE IN THEIR EXISTING ACCOUNTS AND CONTINUE TO BE SPENT ON THESE SPECIFIC PROJECTS WITHIN THEIR ORIGINAL BUDGETS.

B.) REMAIN WITH THE BOE AND BE TRANSFERRED BETWEEN THESE SPECIFIC PROJECTS AS SAVINGS/DEFICITS MAY EXIST VERSUS ORIGINAL, INDIVIDUAL, PROJECT BUDGET.

C.) RETURNED TO THE CAPITAL RESERVE ACCOUNT TO FUND PROJECTS DIFFERENT THAN THOSE ABOVE IN FUTURE YEARS OF THE 5 YEAR CAPITAL PLAN.



COVID-19 RELATED EXPENSES
AGENDA ITEM 6E - JULY 2020 MEETING



Category	Item	Units	Cost per	Line total
Technology District	Wireless Access Points	40	\$842.00	\$33,680.00
	Chromebook Replacement Parts (75 Keyboards, 60 Screens, 40 Chargers, 85 Batteries)	1	\$12,148.85	\$12,148.85
	Non-Touch Chromebook Loaners for District (including license)	200	\$224.00	\$44,800.00
	Instructional Apps - Peardeck	1	\$11,840.00	\$11,840.00
	Instructional Apps - Screencastify	1	\$3,600.00	\$3,600.00
Technology Student	Touch Chromebooks - Students PreK through Grade 2 (includes SPED)	822	\$244.00	\$200,568.00
	Non-Touch Chromebooks - Students Grade 3+ (includes SPED and Adult Ed)	682	\$197.00	\$134,354.00
	Chromebook Licenses - Student (includes SPED and Adult Ed)	1,504	\$24.00	\$36,096.00
	Chromebook Deployment Services - Student (includes SPED and Adult Ed)	1,504	\$8.00	\$12,032.00
	Student device accessory #1: Grade K-5 Chromebook Cases (includes SPED)	1,650	\$18.69	\$30,838.50
	Student device accessory #2: Grade 6+ Chromebook Bags (includes SPED and Adult Ed)	2,398	\$19.89	\$47,696.22
	Student device accessory #3: Earbuds (includes SPED and Adult Ed)	3,316	\$1.40	\$4,642.40
	Student device accessory #4: Over Head Earphones (includes SPED and Adult Ed)	1,022	\$1.99	\$2,033.78
	Student device accessory #5: Mice (includes SPED and Adult Ed)	3,950	\$7.50	\$29,625.00
Technology Staff	Touch Chromebooks - Teaching Staff	335	\$360.00	\$120,600.00
	Non-Touch Chromebooks - Para/Tutor/SCW Staff	152	\$197.00	\$29,944.00
	Chromebook Licenses - Staff	487	\$24.00	\$11,688.00
	Chromebook Deployment Services - Staff	487	\$8.00	\$3,896.00
	Laptops - Secretaries & NBU	40	\$680.77	\$27,230.80
	Staff device accessory #1: Mice	527	\$5.82	\$3,067.14
	Staff device accessory #2: USB-C Display Adapters	65	\$56.40	\$3,666.00
	Staff device accessory #3: Computer Bags	527	\$19.89	\$10,482.03
	Staff device accessory #4: Streaming cameras and mics	335	\$250.00	\$83,750.00
SUB TOTAL				\$898,278.72



COVID-19 RELATED EXPENSES
AGENDA ITEM 6E - JULY 2020 MEETING



Category	Item	Units	Cost per	Line total
Facility Items	Baikal Air Filtration Systems for Nurse Offices	5	\$4,900.00	\$24,500.00
	Ventilation exhaust fan motors (for backup as unit fail rate will increase due to constant use)	24	\$400.00	\$9,600.00
	Electrostatic back pack sprayers	5	\$1,800.00	\$9,000.00
	Staff desk shields	500	\$90.00	\$45,000.00
	Student desk shields (for initial testing, final order & deployment locations TBD)	25	\$50.00	\$1,250.00
	Cafeteria table dividers (number of units for 133 existing cafeteria tables TBD, cost is estimated)	TBD	TBD	\$35,000.00
	Large social distancing signage	20	\$165.00	\$3,300.00
	Small social distancing signage	240	\$7.00	\$1,680.00
	Hand washing signage	150	\$6.25	\$937.50
	Anti-microbial coated Paper Towel Dispensers (new units where hand dryers have been disabled)	70	\$20.00	\$1,400.00
	Bathroom trash containers (new units where hand dryers have been disabled)	70	\$15.50	\$1,085.00
	Cleaner disinfectant (usage up 3x to comply with new protocols, price per case)	80	\$105.00	\$8,400.00
	Alcohol Wipes (2 packs per classroom, price per case)	13	\$300.00	\$3,900.00
	Hand Sanitizer Liquid Refills - to cover 1st marking period only	90	\$105.00	\$9,450.00
SUB TOTAL				\$154,502.50
Category	Item	Units	Cost per	Line total
Personal protective equipment (PPE) & Testing	Face masks - Staff (24 per staff) to cover 1st marking period only	15,240	\$0.39	\$5,943.60
	Face masks - Students (1 <u>backup</u> per student to cover 1st marking period only + stock to bus	4,000	\$0.39	\$1,560.00
	Gowns - Nurses (1 per staff per day) to cover 1st marking period only	480	\$5.00	\$2,400.00
	Gowns - Facilities (2 per staff) to have on hand and use as needed	80	\$5.00	\$400.00
	Face shields - Staff (1 per staff for the year plus 64 extras for breakage)	700	\$4.00	\$2,800.00
	Nitrile gloves - Staff (pricing is per box that contains 50 gloves)	762	\$13.00	\$9,906.00
	No-touch thermometers	25	\$70.00	\$1,750.00
SUB TOTAL				\$24,759.60
GRAND TOTAL				\$1,077,540.82



Path to Reopening 2020-21

New Milford Public Schools

DRAFT July 17, 2020

Please note that all plans and items included in this document are subject to change based on requirements and/or advice from the Governor of Connecticut, the Connecticut State Department of Education, and the New Milford Health Department

New Milford Public Schools

Path to Reopening 2020-21

The Connecticut State Department of Education (CSDE) created a document entitled [ADAPT, ADVANCE, ACHIEVE: Connecticut's Plan to Learn and Grow Together](#) addressing the reopening of schools in-person, which current positive containment efforts indicate can be successfully achieved based upon current data. Connecticut has determined it is appropriate to plan a consistent approach to the operating model (schedule), but districts should be prepared to modify plans as necessary. Maximizing in-person instructional time after the current period of disruption is critical. **The plan indicated districts should plan to have all students, in all schools, return to schoolhouses for full-time instruction at the beginning of the 2020-2021 school year, so long as public health data continues to support this model.** This model will be supported with more intensive mitigation strategies and specific monitoring, containment, and class cancellation plans. However, given the uncertainty of planning for reopening a month from now, schools must be prepared to modify their reopening models to support a partial reopening if public health data changes.



As Connecticut schools plan to reopen, the guidance and considerations outlined in the document are grounded in six guiding principles:

1. Safeguarding the health and safety of all students and staff;
2. Allowing all students the opportunity to return into the classroom full time starting in the fall;
3. Monitoring the school populations and, when necessary, potentially cancelling classes in the future to appropriately contain COVID-19 spread;
4. Emphasizing equity, access, and support to the students and communities who are emerging from this historic disruption;
5. Fostering strong two-way communication with partners such as families, educators, and staff; and
6. Factoring into decisions about reopening the challenges to physical safety and social-emotional well-being for students when they are not in school.

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Path to Reopening: Fall of 2020



In planning for the reopening of the New Milford Public Schools, it has been essential to envision the safest environment and the highest quality instruction for the school community. Based on guidelines provided to school districts from the Connecticut State Department of Education and the State of Connecticut, the **New Milford Public Schools are currently planning for a “full, safe, and appropriate” reopening of all our schools in the fall of 2020.**

A “full” reopening refers to the desire to have all students and all staff return in the fall for a full-length traditional day of school with necessary modifications given the pandemic.

A “safe” reopening refers to adherence to expectations and guidelines from the State of Connecticut, the CDC, local health officials (New Milford Health Department) and other sources that will be in place to ensure that the schools’ environments support learning during this time of COVID-19.

An “appropriate” reopening refers to high standards of academic achievement, along with social and emotional support, that are expected to be in place for all schools and all students.

A central belief in reopening is that the children of New Milford need to be connected in person once again to our schools’ academics, activities, arts, and athletics led in person by their teachers, coaches, and mentors. As the schools reopen in the fall, the plan is to phase in all aspects of school life in the safest and most appropriate manner.

In order to reopen, the **New Milford Public Schools Envisioning the 2020-21 School Year Advisory Team** has been reviewing the reopening guidelines from the State of Connecticut and providing feedback regarding expectations for the district to assist each of our schools in their efforts to plan for the fall of 2020. This document, *Path to Reopening 2020-21*, is a draft and a means to communicate with the stakeholders the initial plans of New Milford Public Schools in response to the expectations from the State regarding the reopening of schools. This document will allow us to discuss the plans with stakeholders in order to gather additional feedback.

As the New Milford Public Schools value the contributions and suggestions of parents, caregivers, families, and students in the decision-making process, the **Envisioning the 2020-21 School Year Advisory Team** will continue to play an active role in the reopening process in order to build trust and credibility for the plans that are to be implemented. Parents and community members are invited to give regular feedback and suggestions concerning the plans to reopen and the phase-in of all aspects of school life.

Envisioning the 2020-21 School Year Advisory Team

The **New Milford Envisioning the 2020-21 School Year Advisory Team** was formed to address focus areas related to planning for the reopening of school in anticipation of the guidelines from the Connecticut State Department of Education (CSDE) which were released on June 25, 2020 in *ADAPT, ADVANCE, ACHIEVE: Connecticut's Plan to Learn and Grow Together*.

The focus areas of the Envisioning Advisory Team included stakeholders in the following areas: Facilities, Health and Wellness, Instruction, Operations and Human Resources, and Technology. Each focus area advisory team met to discuss issues specific to their area. Once the guidelines from the CSDE were shared in June, the teams began to discuss how to address issues at the district level while providing for school-specific planning at the building-level by **School Reopening Committees**.

The section of this document entitled **Guidelines for Reopening** aligns the required and recommended guidelines from the CSDE with the Envisioning Advisory Teams areas of focus. The Guidelines are meant to be shared with staff, families, and community members in order to provide clarity for the contents of the *Path to Reopening 2020-21*. Any requirements or length of time for the various protocols in the Guidelines will be adjusted based on expectations from the State of Connecticut and local health officials (New Milford Health Department).

Included in the CSDE guidelines is a requirement for each district to have a **COVID-19 Health and Safety Compliance Liaison**. This designated person will be responsible for engaging with students, parents, faculty, staff, and administrators to answer questions or concerns about health and safety requirements regarding COVID-19 concerns (e.g., school nurse). All school staff and families should know and have the contact information for the designee.

New Milford Public Schools COVID-19 Health and Safety Compliance Liaison:

The Assistant Superintendent of Schools, Alisha DiCorpo, will serve as COVID-19 Health & Safety Compliance Liaison.

- The Liaison will engage with students, parents, faculty, staff, and administrators to answer questions about the health & safety requirements set out in this document and address questions about compliance.
- The Liaison will support the implementation of these requirements, as well as the implementation of other school health & safety measures relating to COVID-19 and any additional guidance provided by the State of Connecticut and the New Milford Health Department.

Envisioning the 2020-21 School Year Team Members





INSTRUCTION	HEALTH AND WELLNESS	FACILITIES
<p>Alisha DiCorpo, Chair Assistant Superintendent</p> <p>Team Members Joshua Abel, NMHS Student Carrie Allen, HPS/NES Instructional Coach Anne Bilko, SNIS Principal Karen Bosco, SMS Data Coach Jane Danish, SNIS Guidance Kate DeBarber, HPS Teacher Claudia DeMoura, NMHS Guidance Kim Foss, SMS Teacher Gwen Gallagher, NES Principal Nicole Heering, HPS Intervention Angela Herdter, SMS Teacher Meredith Jaskolka, NES Intervention Colleen Jewell, NMHS EL Coordinator Diane Johnson, SNIS Teacher Michele Lamorte, Special Education Paraeducator Jen Livingstone, SNIS Teacher Christy Martin, Adult Ed Facilitator Brian McCauley, BOE Member Lisa Morlock, SNIS Instructional Coach Lynn Nissenbaum, NES Psychologist Kim Patella, SMS Teacher Roseann Petruso, Parent Jill Ross, NMHS Teacher Heliett Sanchez, HPS Guidance Greg Shugrue, NMHS Principal Betsy Stewart, SMS Instructional Coach Jill Strub, SMS Guidance Megan Sylvester, NES/HPS Literacy Instructional Coach</p>	<p>Laura Olson, Chair Director of Special Services and Pupil Personnel</p> <p>Team Members Joshua Abel, NMHS Student Jobi Bieluch, NMHS Nurse Anne Bilko, SNIS Principal Mike Crespan, Town of New Milford Health Director Jane Danish, SNIS Counselor Connor Delpha, NMHS Student PJ Farquharson, NES Nurse Gwen Gallagher, NES Principal Tara Gee, SNIS Teacher Trish Gernert, Behaviorist Dr. Evan Hack, Medical Advisor Kathleen Hamilton, SMS Social Worker Beth Heller, SMS Counselor Tara Jugler, SMS Social Worker Megan Lago, SNIS Teacher Danette Lambiase, NMHS Counselor Mandi MacDonald, Parent Pam Mickewich, MS Psychologist Virginia Mooney, NES Teacher Lynn Nissenbaum, NES Psychologist Helliett Sanchez, HPS Counselor Cyndi Steele-Pucci, Behaviorist Betsey Thibodeau, SNIS Nurse</p> <p>TECHNOLOGY</p> <p>Brandon Rush, Chair Director of Technology</p> <p>Team Members Cynthia Bonnell, SNIS Teacher Susan Brofford - NES Teacher Elizabeth Curtis, NMHS Assistant Principal Joe Failla, BOE Member Kim Foss, SMS Teacher Chris Longo, SMS Principal Jennifer Morrison - SMS Teacher Kim Patella - SMS Teacher Jill Ross, NMHS Teacher Lynn Sheeran - HPS Teacher Pat Silverman, CO Admin. Assistant Barbara Zulkeski - Database Admin</p>	<p>Kevin Munrett, Chair Director of Facilities</p> <p>Team Members Pete Bass, Mayor Angela Chastain, BOE Member Kim Foss, SMS Teacher Carrie Kelly, Paraeducator Bob Lambert, JIMO Mandi MacDonald, Parent Eric Williams, HPS Principal</p> <p>OPERATIONS AND HUMAN RESOURCES</p> <p>Anthony Giovannone, Chair Director of Fiscal Services</p> <p>Ellamae Baldelli, Chair Director of Human Resources</p> <p>Team Members Tori Backer, SMS Special Education Teacher Cathy Calabrese, NES/SMS Assistant Principal Jennifer Chmielewski, SNIS Assistant Principal Jean Ficke, SMS SPED teacher Wendy Faulenbach, BOE Member Nicole Gregory, NES Teacher Doranne Koval, NES Teacher Virginia Landgrebe, NMHS Teacher Kim Lavalley, SMS Secretary Chris Longo, SMS Principal Maria Lopes, SMS Teacher Debra McGuire, SNIS Teacher Karen Rivero, SNIS Teacher Karen Strobino, Food Services Staff Sandra Sullivan, Director of Nutrition and Food Services Jeff Woods, All-Star Transportation</p> <p>COVID-19 COMPLIANCE</p> <p>Alisha DiCorpo Assistant Superintendent Health & Safety Liaison</p>

School Reopening Committee Members





 Hill and Plain Elementary	 Northville Elementary	 Sarah Noble Intermediate	 Schaghticoke Middle School	 New Milford High School
<p>Eric Williams, Principal Kerri Adakonis, Assistant Principal Jennifer Andrea, Kindergarten Teacher Leanne Buckley, Music Teacher Cindy Gallagher, School Nurse Nicole Heering, Interventionist Jessica Kelly, 1st Grade Teacher Kathy Kullgren, 2nd Grade Teacher Jane Lorman, EXCEL Special Education Teacher Melissa Nihan, Kindergarten Teacher Anthony Nocera, PE Teacher Lynn Sheeran, Media Specialist Danielle Torzilli, Parent</p>	<p>Gwen Gallagher, Principal Cathy Calabrese, Assistant Principal Carrie Allen, Coach Gail Burger, Preschool Teacher Doreen Cherniske, Parent Gina Fabiano, Food Services PJ Farquharson, Nurse Melissa Healy, Special Education Flo Hottes, Custodian Meredith Jaskolka, Interventionist Denise Merrill, UA Virginia Mooney, 1st Grade Teacher Julianne Morin, Social Worker Lynn Nissenbaum, Psychologist Gretchen Rondini, Kindergarten Carol Schroedel, Paraeducator Megan Sylvester, Coach Kim Valzania, Secretary Connie Williams, 2nd Grade Teacher</p>	<p>Anne Bilko, Principal Jen Chmielewski, Assistant Principal Jen Meyers, Assistant Principal Deb Clark, Supv. of SPED Jen Amodeo, Art Teacher Cindy Bonnell, 4th Grade Teacher Jane Danish, Guidance Counselor Tara Gee, 4th Grade Teacher Stacey Haleks, 4th Grade teacher Sarah Herring, SPED Teacher Susan Holland, 5th Grade Teacher Diane Johnson, 5th Grade Teacher Michelle Klee, 5th Grade Teacher Meg Lago, 3rd Grade Teacher Jen Livinstone, 3rd Grade Teacher Heather O'Loughlin, 3rd Grade Teacher Eileen Shields, Parent</p>	<p>Chris Longo, Principal Cathy Calabrese, Assistant Principal Barbara Nanassy, Assistant Principal Sasha Salem, Assistant Principal Tammy Bass, Paraeducator Gina Bernard, English Department Head Kaitlyn Cirella, ELA Teacher Jean Ficke, Special Education Teacher Kim Foss, Science Teacher Darryl Gregory, Band Director /Teacher Robert Hibbard Unified Arts Department Head Robyn Hicks, Team Leader, ELA Teacher Tara Jugler, Social worker Kim Lavallee, Secretary Theresa McGuinness, Math Department Head Tammy McInerney, Parent Jennifer Morrison, Technology Teacher Kim Patella, Teacher Rebecca Rosen, Music Teacher Betsy Stewart, Instructional Coach Adrienne Williams, Nurse</p>	<p>Greg Shugrue, Principal Elizabeth Curtis, Assistant Principal Kevin Best, Assistant Principal Linda Scoarlick, Assistant Principal Keith Lipinsky, Athletic Director Tracy Menzies, Supervisor of Special Education Sue Andrews, Social Studies Department Chair Jason Arnauckas, Health/PE Department Chair Jeff Bronn, English Department Chair Darcy Campbell, Special Education Department Chair Jane Cornelis, Principals Secretary Sarah DelMastro, Science Department Chair Carrie Kelly, Paraprofessional Danette Lambiase, Head of Guidance Joseph Perlman, Math Department Chair Janice Perrone, Head of Practical Arts Department School Nurse Crystal O'Sullivan, Parent Jessica Ward, World Language Department Chair</p>

New Milford Public Schools Priorities




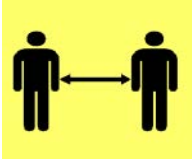

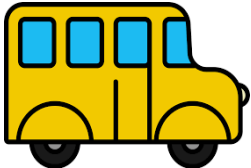
The New Milford Public Schools and the Envisioning the 2020-21 School Year Advisory Team have identified priority areas that must be in place to reopen, including: (1) the safety of the students and staff; (2) the development of appropriate educational opportunities; (3) the awareness of social and emotional well-being of students, families, and staff; and (4) the expectation that all children will achieve.

	Safety of Students and Staff Our schools will be prepared to reinforce healthy practices among our staff and students, take preventative actions to prevent the spread of all respiratory illnesses, and prepare for any potential cases or increased transmission of COVID-19.
	Development of Appropriate Educational Opportunities Our schools will reopen with instructional schedules and model options that are flexible and based on current transmission levels, understanding that we may start the school year with one model, and as new information becomes available about health and safety, may transition to different models.
	Awareness of Social and Emotional Well-Being Our schools will reopen knowing that the COVID-19 pandemic has created different types of traumatic experiences and high levels of stress for many of our staff, students, and families. The pandemic has shown the importance of social/emotional well-being for all. In addition, there is a growing body of research proving that social/emotional learning (SEL) is fundamental to academic success.
	Expected Achievement Our schools will consider and solidify a systematic cycle of assessments, including initial screenings and formative and summative assessments, in order to inform instruction and gauge student learning. We will work to analyze individual student data to identify shifts and changes in instruction to meet students' needs and implement intervention strategies.

State of Connecticut Guidelines & Expectations




	COHORTING: Emphasize grouping students by the same class/group of students and teacher (into a cohort) so each team functions independently as much as possible. Consider this methodology by grade levels. Placing students in cohorts is strongly encouraged for grades K-8 and encouraged where feasible for grades 9-12.		TRANSPORTATION: Local Educational Agencies (LEAs) should plan for buses to operate close to capacity with heightened health and safety protocols, including requiring all students and operators to wear face coverings . Plans must be developed to activate increased social distancing protocols based upon community spread.
	SOCIAL DISTANCING & FACILITIES: Review building space and reconfigure available classroom space , such as gymnasiums and auditoriums, to maximize social distancing, consistent with public health guidelines in place at that time.		FACE COVERINGS: All staff and students will be expected to wear a protective face covering or face mask that completely covers the nose and mouth when inside the school building, except for certain exceptions including when teachers are providing instruction.

New Milford Public Schools Expectations

	<p>Stay home if feeling ill. Students, teachers, and staff must stay home if they are feeling sick, have any symptoms consistent with COVID-19, or have had close contact with a person diagnosed with COVID-19.</p>
	<p>Morning health check by parents required. In order to prevent transmission among the school population, check every morning to ensure temperature is below 100.0 degrees Fahrenheit and observe for symptoms associated with COVID-19 outlined by public health officials.</p> <p>Teachers and staff are expected to self-screen before leaving for school. Parents are instructed to screen students before leaving for school.</p>
	<p>Face coverings or masks required. Students must wear face coverings or masks that completely cover the nose and mouth while inside the school and on the bus, with exceptions only for those students for whom it is not safe to do so due to medical conditions or disabilities who cannot wear the mask. "Mask Breaks" will be provided during the day. Parents will be responsible for providing students with face coverings or masks. Schools will have backup disposable masks available for students who forget them.</p> <p>Teachers and staff must wear face coverings or masks that completely cover the nose and mouth while inside the school, with exceptions only for those for whom it is not safe to do so due to medical conditions. Teachers will be allowed to remove masks during direct instruction with permission and greater social distancing. Schools will have backup disposable masks available for teachers and staff.</p>
	<p>Social distancing required. Students must maintain social distancing to the greatest extent possible. Students are expected to practice social distancing when entering and exiting the building, in classrooms, and moving throughout the school. Sharing of school supplies and materials will not be allowed.</p> <p>Teachers and staff must maintain social distancing to the greatest extent possible.</p>
	<p>Frequent hand washing or hand sanitizing expected. Students, teachers, and staff must engage in frequent hand washing or sanitizing upon arrival, before and after meals, after bathroom use, and after coughing or sneezing.</p>
	<p>Students may not change buses. Students will be expected to ride the same bus to school in the morning and the same bus to home in the afternoon every day. Face coverings or masks should be in place prior to entering the bus.</p> <p>Parents are strongly urged to drive their children to school each day.</p>

Monitoring COVID-19

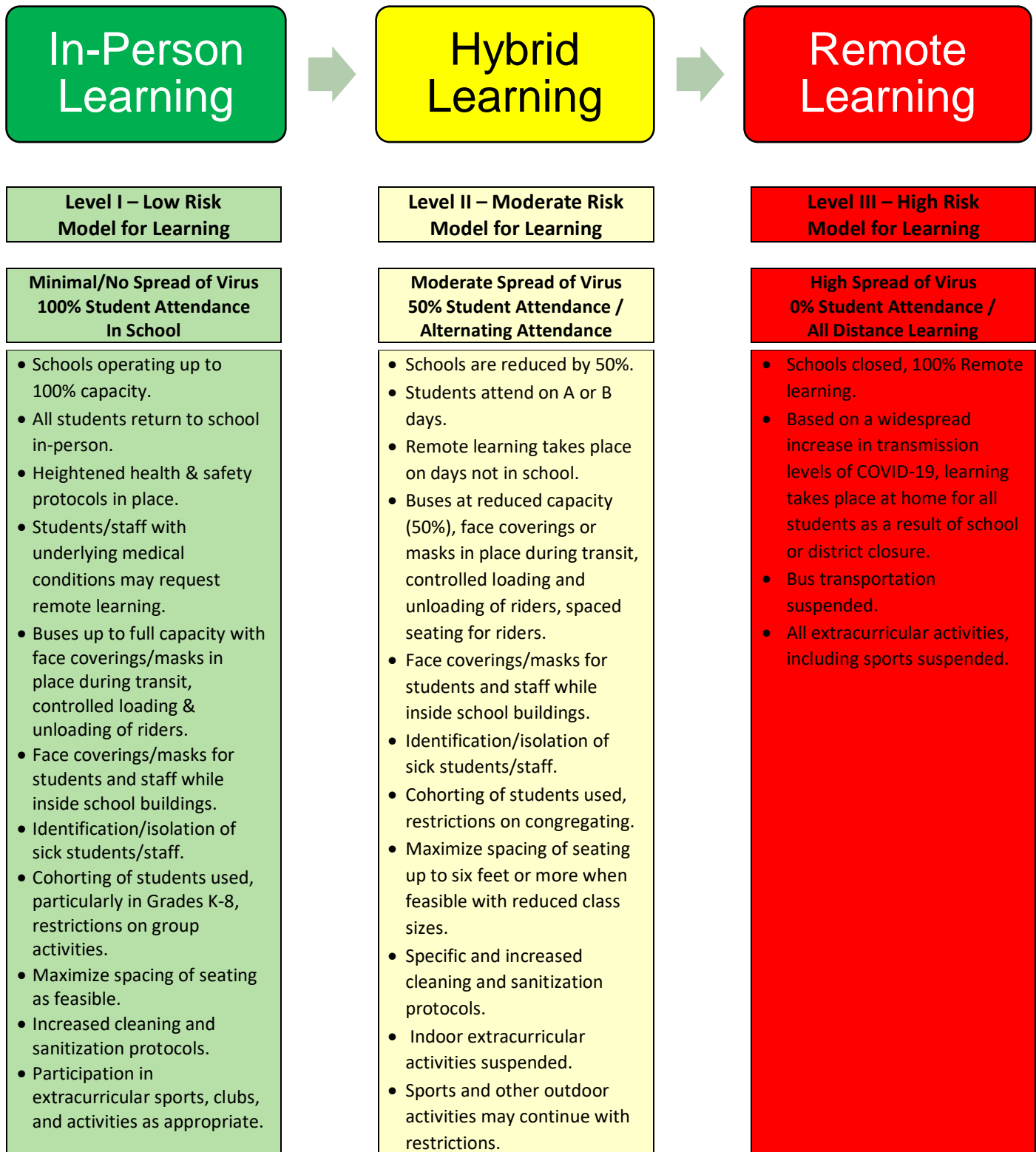
Based on the expectations from the State, New Milford Public Schools will plan to follow a traditional schedule of school while monitoring the level of transmission of COVID-19 with the assistance of the New Milford Health Department. Decisions to move from In-Person Learning to Hybrid Learning to Remote Learning will be based on the level of COVID-19 spread in the schools, community, or the state. Ideally, the town of New Milford will remain in the “green” level with little or no community transmission. School schedules and/or protocols may be adjusted if the community enters a “yellow” level with minimal or moderate community transmission. If there is a substantial surge in local cases, based on guidance from the State of Connecticut and/or the New Milford Health Department, the district will likely revert to a Remote Learning Model. **In addition – and although the district recognizes that despite any and all safeguards and precautions it is impossible to ensure that there will be no transmission of COVID-19 within the schools or school-sponsored activities – at the outset of the school year, or at times during the school year, the district may decide it appropriate to implement the Hybrid Learning model on a school-by-school basis.**

		
LITTLE OR NO COMMUNITY TRANSMISSION Minimal/No spread of Virus (or virus contained)	MINIMAL OR MODERATE COMMUNITY TRANSMISSION Moderate Spread of Virus (requires possible adjusted schedule and adjusted transportation)	SUBSTANTIAL COMMUNITY TRANSMISSION High Spread of Virus (requires quarantine)
Instruction is 100% in-person	Instruction is 100% In-Person or a possible 50/50% Hybrid	Instruction is 100% Remote Learning
Daily attendance rates monitored	Daily attendance rates monitored and shared with local health officials	Attendance for Remote Learning is monitored based on participation from home
Teaching and reinforcing of healthy hygiene	Concentrated reinforcement of healthy hygiene	Communication to home on healthy hygiene practices
Prevention measures in place	Heightened prevention measures in place	Strict prevention measures in place for essential personnel
Social distancing in place	Heightened social distancing in place with limitations in activities/events	Quarantine measures in place
Group gatherings/events limited; all events require approval	Group gatherings/events postponed	All group gatherings/events cancelled
Remain prepared for Remote Learning while learning is In-Person at school	Active Preparation for Remote Learning and/or short-term school dismissals resulting in possible Remote Learning for two-week periods	Continued enagagment in Remote Learning during extended school dismissals and/or closures for long periods
Cleaning and disinfecting in place	Intensified cleaning and sanitizing in place	Classroom and buildings sanitized and shut down
Regular communication with local health officials	Coordination of closure with local health officials	Order of closure from local health officials and/or Executive Order for closure from Governor's Office

Note: All plans are subject to change/adjustments as appropriate.

New Milford Public Schools Continuum for Learning

All New Milford Public Schools are committed to following all guidelines and expectations of the State and maintaining health standards in accordance with the New Milford Health Department.



Fall 2020 NMPS Model for Learning

In-Person
Learning



Hybrid
Learning



Remote Learning

IN-PERSON LEARNING

STUDENTS ATTEND EVERY DAY. Traditional schedule with Health & Safety Expectations.
Cohorting of students used in Grades K-8, restrictions on group activities.

Although the State and District goal is to return with full in-person learning, NMPS will petition to begin the 2020-21 school year with the Hybrid Model (see page 12) for grades 9-12 due to inability to cohort.

Monday	Tuesday	Wednesday	Thursday	Friday
Students and teachers attend every day with all State guidelines and expectations in place. Classroom learning and instructional activities are adjusted to provide the safest environment.				

REMOTE LEARNING PARALLEL TRACK

Some students learn at home due to medical concern, illness, quarantine, or other reasons *with support from the school*. This track aids in a return to school at the appropriate point after illness, quarantine, or when families decide to re-enter. In order to smoothly re-enter school after an extended time out and begin participating in the traditional schedule, it is strongly encouraged for students and parents to engage in the Remote Learning provided by the district under the supervision of a teacher, or some other plan approved by the Principal of the school. As another option, the State of Connecticut has designed a Remote Learning Hub (<https://portal.ct.gov/SDE/Academic-Office/CT-Learning-Hub>) for students who do not return right away. Students on this track will be allowed to enter school at any point in time. **One-week notice must be given prior to returning to In-Person Learning. Parents must communicate with the Principal if their child will be participating in Remote Learning at any point throughout the school year if we are having In-Person Learning.**

Students and parents engage in Remote Learning with materials and support from the school with a teacher.
Classroom learning and instructional activities may also be shared through contact with the
State's Remote Learning Hub.

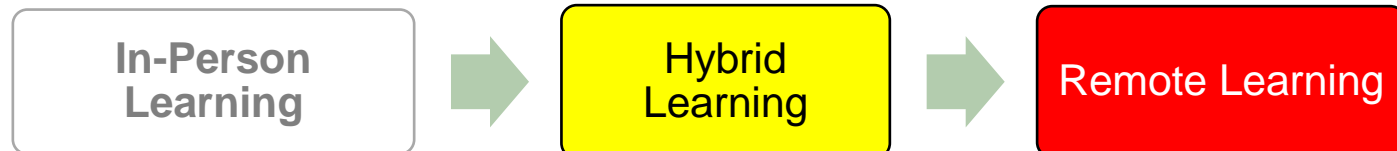
HOME SCHOOLING TRACK

Some parents choose to provide home-based instruction *with no support from the school*.

Students may participate in **Home Schooling**, in which the parent chooses all instructional materials and is solely responsible for student learning. This model is typically a personal choice made by parents and may be appropriate for families who do not wish to continue with computer-based learning at home or those who do not feel the Remote Learning model provided by the State of Connecticut to be an appropriate model for their child. This model does not necessarily prepare students for a return to school without possible gaps in learning. Parents who wish to keep their students out of school for an extended portion of the year or the entire year may consider this model.

Students and parents engage in learning with no materials or support from the school.
Classroom learning and instructional activities are developed by the parent.

Alternate Level Models for Learning



HYBRID LEARNING: REDUCED SCHOOL POPULATIONS

As a result of a surge in COVID-19, smaller groups of students are returned to school (alternating of 50% of students). Alternate school schedules that could be used if the State of Connecticut and/or local health officials place limits on student access to schools/buses due to surge of COVID 19 are listed below. When students are not in school, they are working at home with materials provided from the teacher and school.

Although the State and District goal is to return with full in-person learning, NMPS will petition to begin the 2020-21 school year with the Hybrid Model for grades 9-12 due to inability to cohort.

A-B DAYS (Students go to school on alternate days)

Monday	Tuesday	Wednesday	Thursday	Friday
Student Group A 50% of Students in school	Student Group A 50% of Students in school	A & B Groups Remote Learning with Teachers	Student Group B 50% of Students in school	Student Group B 50% of Students in school

- Students will attend a full day following the school schedule in-person based on their assigned cohort.
- When students are in school during the hybrid model as well as during remote learning, students are expected to continue with online learning in the virtual environment following their schedule with the assignments within the Google Classrooms in which they are assigned.
- Wednesday's will be all remote learning for both cohorts of students. Teachers will have time on Wednesday to take part in professional learning, plan for instruction, attend faculty meetings and will hold office hours for students (TBD). This will allow the opportunity for deep cleaning in between cohorts of student days.
- Curriculum will be adjusted by coaches and teacher teams as we move from in person learning to the hybrid model and with remote learning to ensure that all students are receiving exposure to grade level content.

REMOTE LEARNING Short Term Closure (2-5 days, 2 weeks, etc.) or Long-Term Closure

Students and parents engage in Remote Learning with materials and support from the school. Classroom learning and instructional activities are shared through contact with the teacher. The Remote Learning model will be a blend of synchronous and asynchronous learning that follows the students In-Person schedule.

Monday	Tuesday	Wednesday	Thursday	Friday
Remote Learning 100% of Students	Remote Learning 100% of Students	Remote Learning Teacher PD & Prep	Remote Learning 100% of Students	Remote Learning 100% of Students

Special Education and Related Services

The New Milford Public Schools recognizes the unique and challenging demands that reopening may present for students with disabilities. To address the complexities of returning to school for our students who receive special education and related services, the district is committed to developing hybrid programs which meet their individual needs.

As you may be aware, there has been no waiver of requirements under the Individuals with Disabilities Education Act (IDEA) for provision of a free and appropriate public education in the least restrictive environment. We treat students eligible for special education and other special populations as general education students first.

If our students with disabilities are unable to access the reopening plan as designed, we will facilitate individualized and alternative means of re-entry based upon student need, which include present levels of functioning, developmental levels, as well as your input.

Due to these uncertain times, we anticipate and encourage your flexibility with these guidelines for our special education programming. We are planning to implement the standards and public health strategies such as proper hygiene, social distancing, and cleaning/sanitizing.

We plan to communicate with families of students with a high level of need to develop transition plans to assist special populations and special education students in their return to the school building. The use of social stories, visual cues, and other appropriate developmental strategies will be used to reinforce these new concepts and protocols.

Our related service staff will identify students who have had the most difficulty accessing remote learning opportunities and prioritize instructional access and mental health support to the greatest extent possible.

The NMPS is committed to ensuring that our students with disabilities are afforded opportunities to individualized programming which aligns to their strengths, weakness, and unique learner characteristics. Further guidance will be forthcoming and will be shared as it is released. See current special education guidance on the CSDE website.

Guidelines for Reopening

Each school will be responsible for making sure the approved Reopening Plan is implemented as part of each building's reopening procedure. The guidelines on the following pages provide guidance for the District Envisioning Team and School Reopening Committees. Guideline items are categorized as follows:

	Item is required by the State of Connecticut and the New Milford Public Schools.
	Item is noted and/or recommended by the State but required by New Milford Public Schools.

Guidelines: Health & Wellness

	Health Expectations for Reopening the New Milford Public Schools
1	Conditions for reopening have been confirmed by the State of Connecticut and/or New Milford Health Department.
2	Planning guidelines for reopening have been issued by the State of Connecticut and New Milford Public Schools plans have been developed and approved at the local level under the supervision of the Superintendent of Schools.
	The State of Connecticut and State Department of Education have issued guidelines on which school reopening plans are to be based.
	The New Milford reopening plan, <i>Path to Reopening 2020-21</i> , has been developed in consultation with the Town of New Milford.
3	The Nursing Coordinator and the Director of Facilities have confirmed that there is adequate protective equipment in place for reopening.
	There is protective equipment (including masks) for students in the classrooms and throughout the facilities.
	There are sufficient supplies that include hand sanitizers, soap, handwashing stations, tissues, no-touch trash cans, and paper towels.
4	The Superintendent of Schools has established a procedure should there be COVID-19 cases in the schools or in the community that could possibly impact the schools.
	The Superintendent and Principals have updated the New Milford Pandemic Response Plan that includes procedures for a case or cases of COVID-19. This procedure includes communication to the local health officials (New Milford Health Department) when a student, teacher, or staff member or a member of their household has tested positive for COVID-19 and has possibly exposed others at the school.
	The Principals and Director of Facilities have procedures for an isolation room in the school for (1) students or staff who are exhibiting symptoms associated with COVID-19, and (2) the risk level within the school/community as determined by the local health officials.
	The Superintendent of Schools has a procedure for the closure of schools for a length of time based on (1) a positive COVID-19 case or cases, and (2) the risk level within the school/community as determined by the New Milford Health Department.
	The Superintendent has the authority to limit access to public school grounds and school buildings during school closures or elevated levels of transmission in the area.
	Under the supervision of the Director of Nutrition and Food Services and the Director of Fiscal Services and Operations, the schools are able to provide for continuity of meal service, if necessary.

5	The Nursing Coordinator and Principals have organized a screening procedure for students at home and to the extent possible, at school.
	Passive Screening: Parents are instructed to screen students before leaving for school by checking to ensure temperatures are below 100.0 degrees Fahrenheit and to observe for symptoms consistent with COVID-19. Parents are asked to keep students at home if they are feeling sick, have any symptoms associated with COVID 19, or have had close contact with a person diagnosed with COVID-19.
	Active Screening: Schools will screen students as they enter school consistent with state and local health guidance, which includes visual wellness checks and any necessary follow-up temperature checks with no-touch thermometers (checking to ensure temperatures are below 100.0 degrees Fahrenheit). Students will be observed for illnesses including cough or respiratory distress. Students may be asked about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test. NOTE: Screening procedures for all children are not required at the point of entry to the school. However, school staff will observe students throughout the day and refer students who may be symptomatic to the school nurse. NOTE: Temperature checks for all children at the point of entry will not be included due to the high likelihood of potential false positive and false negative results but will be available in the school under the supervision of the school nurse.
	In screening students who appear ill, only the nurse shall use a thermometer requiring a touch method (under the tongue or arm, forehead, etc.). Caution will be taken by the nurse, including wearing gloves, eye protection, and a mask.
	Students with a temperature greater than 100.0 degrees are not permitted in the school. Students will be allowed to return 24 hours after a fever has broken, or with a note from their healthcare provider, or with a documented negative COVID-19 test.
	The school nurse will monitor screening information/data of students while complying with relevant privacy and health laws.
	The school nurse will monitor symptoms in students and staff that could be related to COVID-19, with the goal of decreasing the risk of spreading or contracting the virus while complying with relevant privacy and health laws.
	Building Administrators will oversee procedures for all students to sanitize hands while at school.
	Building Administrators will oversee that upon entry to school, large gatherings are avoided. Students will proceed directly to classrooms or small group designated areas.
6	The Nursing Coordinator and Principals have organized a screening of staff at home and to the extent possible, at school.
	Passive Screening: Teachers and staff are instructed to self-screen before leaving for school by checking to ensure temperatures are below 100.0 degrees Fahrenheit and to observe for symptoms consistent with COVID-19. Teachers and staff are to stay at home if they are feeling sick, have any symptoms associated with COVID-19, or have had close contact with a person diagnosed with COVID-19.
	Teachers and staff with a temperature greater than 100.0 degrees are not permitted in the school. Teachers and staff will be allowed to return 24 hours after a fever has broken, or with a note from their healthcare provider, or with a documented negative COVID-19 test.
	The school nurse will monitor screening information/data of teachers and staff while complying with relevant privacy and health laws.
	The school nurse will monitor symptoms in staff that could be related to COVID-19, with the goal of decreasing the risk of spreading or contracting the virus while complying with relevant privacy and health laws.
	Building Administrators will oversee procedures for all teachers and staff to sanitize hands while at school.

7	The Superintendent of Schools has developed a uniform procedure for all schools for symptomatic students.
	Students who are symptomatic while entering school or who become symptomatic during the school day will be separated from others in the supervised isolation room by the school nurse.
	Students exhibiting symptoms will be required to continue to wear mask and wait in a supervised, isolated room which others do not enter until the student can be transported home.
	If more than one student is in the isolation room, physical distancing will be maintained.
	The school nurse will have a plan for triaging students in the health office, recognizing that not all symptoms are COVID-19 related.
	The school nurse will advise parents of sick students that students are not to return until they have met CDC criteria to discontinue home isolation (https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html) Students will be allowed to return 24 hours after a fever has broken, or with a note from their healthcare provider, or with a documented negative COVID-19 test.
	There will be no COVID-19 testing of students at school. Local testing site information will be shared with families. The schools' nursing offices will monitor testing results of students once made available by parents, complying with relevant privacy and health laws.
	If a student has been present in school and has a confirmed diagnosis of COVID-19, the School Nurse and the building Principal will contact the Superintendent of Schools who will notify the local health officials (New Milford Health Department) immediately. In addition, the Superintendent will be notified by school personnel that a student is suspected of being sick, maintaining confidentiality in accordance with FERPA, privacy expectations, and the Americans with Disabilities Act (ADA).
	Each school has a response team coordinated by the Principal with designated responsibilities including monitoring of attendance, symptoms, and screening; communications to families; overseeing cleaning procedures; and responding to suspected confirmed cases.
8	The Superintendent of Schools has developed a uniform procedure for all schools for symptomatic teachers and staff.
	Adults who are symptomatic while entering school or who become symptomatic during the school day will be sent home and advised to seek medical care.
	The school nurse will advise adults not to return until they have met CDC criteria to discontinue home isolation (https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html) Teachers and staff will be allowed to return 24 hours after a fever has broken, or with a note from their healthcare provider, or with a documented negative COVID-19 test.
	There will be no COVID-19 testing of staff and volunteers at school. Local testing site information will be shared with staff. The schools' nursing offices will monitor testing results of teachers and staff, complying with relevant privacy and health laws.
	If a teacher or staff member who has been present in school has a confirmed diagnosis of COVID-19, the School Nurse and the building Principal will contact the Superintendent of Schools who will notify the local health officials (New Milford Health Department) immediately. In addition, the Superintendent will be notified by school personnel that a teacher or staff member is suspected of being sick, maintaining confidentiality in accordance with privacy expectations and the Americans with Disabilities Act (ADA).
9	Outside visitors and groups will have very limited or no access to schools during the school day.
	Access to the buildings by visitors/parents will be extremely limited and only for specific educational purposes.
	Each school will post a "No Visitors Policy" that includes the following wording: "Visitors will not be permitted into school facilities unless scheduled to enter, or required by law, or otherwise required by a student's Individualized Educational Plan."
	Passive Screening: Visitors/parents with prior approval to enter the building are instructed to self-screen before leaving for school by checking to ensure temperatures are below 100.0 degrees Fahrenheit and to

	observe for symptoms consistent COVID-19. Visitors/parents are to stay at home if they are feeling sick, have any symptoms associated with COVID-19, or have had close contact with a person diagnosed with COVID-19.
	Active Screening: Schools will screen visitors/parents with prior approval to enter the building as they enter school consistent with state and local health guidance, which includes visual wellness checks and any necessary follow up temperature checks with no-touch thermometers (checking to ensure temperatures are below 100.0 degrees Fahrenheit). Visitors/parents will be observed for illnesses including cough or respiratory distress. Visitors/parents may be asked about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.
	Each school's Main Office will maintain a log for those visitors allowed into the building. The log will include name, contact phone number, and arrival/departure time of each individual.
	Principals and office staff will organize parent pick up/drop off procedures for students, which will be modified at each building. The use of a face mask will be required of all parents who are picking up or dropping off students during the school day and are required to enter the school office in the process. Pick up in the afternoon will be modified to ensure that parents have limited or no access to the interior of the school building.
	The Superintendent of Schools will review all requests for use of the schools – before and after school. There will be limited access to outside organizations' use of school sites and schools' resources after school hours.
	The Director of Facilities will ensure that external community organizations (including those that sponsor before- or after-school childcare) that are allowed use of the facilities also follow the school's health and safety plans, as well as the expectations of local health officials (New Milford Health Department).
	There are procedures at each school site developed by Principals and the custodial staff for accepting deliveries in a safe manner.

Wellness Expectations for Reopening the New Milford Public Schools	
1	The Nursing Coordinator, School Nurses, and Principals will oversee high standards of hygiene (handwashing/sanitizing) and training for all in each school.
	Building Administrators will ensure, in accordance with CDC guidance, that handwashing/sanitizing includes: <ul style="list-style-type: none"> • Opportunities for students and staff to meet handwashing/sanitizing frequency guidance. • Sufficient access to handwashing and sanitizer stations. • The availability of fragrance-free hand sanitizer (with a minimum of 60 percent alcohol). • Children under age nine use hand sanitizer under adult supervision.
	The Nursing Coordinator and School Nurses will identify the training needs of staff related to health and safety protocols and work with the Director of Human Resources and the Director of Facilities who will oversee such training prior to the first day of classes.
	The Director of Human Resources and the Director of Facilities will plan in-person or online training that includes social distancing; cleaning protocols; and hygiene practices. Principals will ensure access for all students and staff, as well as for family members who are interested.
	Training will be provided to substitutes or others who may enter the school outside of the first day or typical calendar start.
	In coordination with the Director of Human Resources and the Director of Facilities an additional 1 to 2 people in each school to may be assigned to assist with training as needed.
	Principals and teachers will review guidance/training and post signage on proper handwashing techniques with students, including the following:

	<ul style="list-style-type: none"> • Scrub with soap for at least 20 seconds or use hand sanitizer if soap and water are not accessible. • Staff and students should dry hands thoroughly. • Wash/sanitize hands when: arriving and leaving home; arriving at and leaving school; after playing outside; after having close contact with others; after using shared surfaces or tools; before and after using restroom; after blowing nose, coughing, and sneezing; and before and after eating and preparing foods.
	Principals and Teachers will ensure that students receive ongoing education in the expectations related to all public health policies and protocols. Students will be educated about how coronavirus is spread, and how preventative actions help avoid the spread (for example, that masks keep droplets out of the air and hand hygiene keeps the virus out of one's mouth/nose/eyes).
	<p>Building Administrators will assess the best approach to communicate wellness information for each age group, and plan to set aside time at the beginning of the school year, as well as scheduling frequent reminders to review the new policies and protocols. These practices include, but are not limited to:</p> <ul style="list-style-type: none"> • social distancing, • use of face coverings that completely cover the nose and mouth, • respiratory and cough etiquette, and • enhanced cleaning/disinfection of surfaces.
2	All school employees will assist in the expectation from the State of Connecticut that face coverings /masks are in place during the school day by all.
	The following communication will appear in school email, website, and social media: "For the safety of all students and all staff, the State of Connecticut guidelines for returning to schools require that all students must wear face coverings or masks that completely cover the nose and mouth while inside the school and on the bus."
	<p>The only exceptions for face coverings or masks are as follows:</p> <ul style="list-style-type: none"> • For anyone who has trouble breathing, or anyone who is unconscious, incapacitated or otherwise unable to remove the mask without assistance, face coverings and masks should not be required, per CDC Guidance. • For anyone who has a medical reason making it unsafe to wear a face covering, masks should not be required.
	For students, face coverings/masks may be removed while eating, drinking, during PE, or when students are outside, and effectively practicing social distancing. Exceptions may also be necessary for certain special education students or other special populations.
	<p>For students who have trouble breathing or for other medical reasons, reasonable accommodations may include a face shield.</p> <p>NOTE: Face shields alone are not a sufficient alternative to the wearing of face masks, but rather both may be worn for additional protection.</p>
	Parents will be responsible for providing students with face coverings or masks.
	Schools will have backup disposable masks available for students who forget them.
	Principals will establish times for "Mask Breaks" that will be provided during the school day. Breaks will occur when students can practice social distancing and/or when they are outside.
	Staff members and visitors will wear masks that completely cover the nose and mouth inside the schools and will be assigned all necessary PPE as required for their role.
	For teachers and staff, face coverings/masks may be removed while teaching if the following conditions are in place: Enhanced social distancing; remaining static behind a physical barrier of some sort; while eating, drinking, or when outside and effectively practicing social distancing.

	Face shields worn with face masks may also be used by staff who support students with special healthcare needs (who are not able to wear masks and who may need assistance with activities of daily living, such as toileting, eating, etc.).
	Staff working with students who are not wearing face coverings due to one of the exceptions and also cannot maintain social distancing will be provided increased protective equipment, including but not limited to medical-grade masks and disposable gowns.
	Schools will have disposable masks available for staff members.
	Staff members will receive guidance/training on proper use of PPE required for their role (https://www.cdc.gov/coronavirus/2019-ncov/hcp/using-ppe.html).
	School nurses and any staff member engaged in symptom screening will be provided surgical masks, face shields, and disposable gloves
	Front office and food service employees will be provided face coverings or masks and disposable gloves.
	Custodial staff will be provided equipment and PPE for cleaning and disinfecting: (1) For regular surface cleaning, gloves appropriate for all cleaning and disinfecting will be provided. (2) Classified staff engaged in deep cleaning and disinfecting will be equipped with proper PPE for COVID-19 disinfection (disposable gown, gloves, eye protection, and mask or respirator) in addition to PPE as required by product instructions.
	Visitors and those making deliveries to the school must wear face coverings or masks that completely cover the nose and mouth.
	Information will be given to staff, students and, parents on proper use, removal, and washing of face coverings (https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html).
	Face masks are subject to district dress codes as set forth in Board Policy 5132 and should not include inappropriate images or text.
3	All school employees will assist in the expectation that Physical Distancing/Social distancing is maintained as much as possible.
	The school administration will be prepared to assist staff and students in determining and maintaining social distancing between individuals to reduce the transmission of the virus per the public health guidelines at that time.
	Principals will be prepared to communicate and adjust the approach to social distancing if guidance from the CDC or DPH changes due to shifting public health data or evolving understanding of COVID-19 disease, including transmission.
	Each school will plan for the number of people who can be in all school spaces (library, cafeteria, gymnasium) based on maintaining reasonable social distancing prior to use by a classroom or group.
	Even with social distancing expectations in classrooms, school spaces, and hallways, students and staff members will wear face coverings/masks in school and on the bus.
	To the extent possible the schools will create student/teacher classroom cohorts to minimize the mixing of student groups throughout the day. Consistent teams/cohorts will minimize cross-contamination of student groups.
	Schools will have plans to minimize movement of students and staff as much as possible and reduce the number of students and staff who move at the same time.
	Traffic patterns in hallways or stairwells will be designed to promote social distancing during passing times. Strategies will include staggered passing times or one-way traffic in hallways or stairwells.
	Classroom seating shall be assigned to students at all times during the day. Any alternate seating or shared seating in reading nooks, group centers, and other areas will not be allowed.
	Schools will restrict the sharing of educational materials between individuals to the extent possible. Materials include such items as books, manipulatives, computers, calculators, writing utensils, and art supplies. Shared materials in a given school day will be cleaned and disinfected.

	Backpacks and/or laptop cases will be used at K-8 to discourage the use of lockers, as much as possible.
4	The Superintendent of Schools will oversee school activities/athletics, which may be allowed in a limited capacity on a case by case basis.
	The school district will follow all CIAC (Connecticut Interscholastic Athletic Conference) guidelines for middle school and high school sports after approval of such activities by the Superintendent of Schools. Athletic guidance and expectations will be provided in a separate document by the CIAC.
	After school clubs, activities, and events will be approved in advance by the Superintendent of Schools. Approval will be based on the ability to meet the safety expectations of students and staff members involved.
	Recess time and use of playgrounds will be supervised and scheduled to ensure physical distancing. Recess time will be adjusted for specific classroom and/or cohorts.
	The Assistant Superintendent in conjunction with the Principals will work with the Physical Education teachers in adapting curriculum and activities to be in line with guidance found in <i>Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together</i> . In general, activities will be limited to those that do not involve physical contact with other students or equipment until advised otherwise by state/local public health officials.
	The Assistant Superintendent in conjunction with the Principals will work with the Art and Music teachers in adapting curriculum and activities to be in line with guidance found in <i>Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together</i> .
	School assemblies, concerts, and other programs with a larger number of students will be limited at the start of the school year and require approval of the Principals and the Superintendent of Schools. Decisions will be made based on size of activity, ability to maintain proper distancing, and safety expectations.
	Field trips and off campus experiences will be limited at the start of the school year and require approval of the Assistant Superintendent and the Superintendent of Schools. Decisions will be made based on ability to maintain proper social distancing on transportation and at the site of the of field trip and safety expectations. Virtual field trips will be encouraged.
5	The Nursing Coordinator and School Nurses will oversee and monitor changes and updates to the State of Connecticut Requirements for Immunizations and Health Assessments
	Immunizations: Guidance from the Department of Public Health from June 17, 2020 emphasizing the importance of protecting students by staying up to date on immunizations.
	Health Assessments: Guidance from the CSDE from June 26, 2020 outlining the requirements for Health Assessments prior to students enrolling in school.
*	If the State of Connecticut adjusts social distancing guidelines due to a surge in COVID-19:
	The schools will determine the student and staff capacity of classrooms and school spaces based on state or local guidelines limiting existing class groups/sizes in every classroom.
	The classrooms will be arranged in a manner that minimizes face-to-face contact and increases the space between desks and/or providing barriers between children at tables. Desks/tables will be separated and turned to face in the same direction (rather than facing each other).
	Other spaces in the building may be used for instructional activities to allow for appropriate distancing including gyms, cafeterias, libraries, larger rooms, and outdoors.
	The schools may need to limit the number of students present in classrooms and/or limit the number of students physically reporting each day based on guidelines issued from the State of Connecticut.
	The <u>school schedule</u> may be adjusted to meet the needs of social distancing (in classrooms) based on adjusted guidelines issued from the State of Connecticut. <ul style="list-style-type: none"> • If student numbers are to be limited, the schedule may result in A-B day (alternating days) for students: "Monday & Tuesday" or "Thursday & Friday". • Adjusted State Guidelines may result in an extended period of Remote Learning by all students.

Guidelines: Facilities & Operations

Policies and protocols related to Facilities and Operations will be reviewed regularly by the Board of Education, the Superintendent of Schools, and the school administration with the understanding that schools may need to react quickly to changing conditions. Given the possibility of changes in public health data, there may be an increase or a relaxation of restrictions throughout the school year to respond effectively to health concerns.

	Facility Expectations for Reopening the New Milford Public Schools
1	The Director of Facilities and Principals will ensure that schools meet <u>high cleanliness standards</u> prior to reopening and maintain a high level of cleanliness during the school year.
	The Director of Facilities will oversee the reopening for each school building that specifically addresses high standards of cleanliness for all classrooms, bathrooms, hallways, and offices in the school.
	The Director of Facilities and Principals will communicate cleaning and hygiene protocols as recommended by the State of Connecticut and the CDC to staff and families.
	Building plans for disinfecting high touch surfaces will include: <ul style="list-style-type: none"> • Door handles • Handrails • Sink handles • Restroom surfaces • Instructional materials that cannot be supplied to a specific student • Playground equipment
	Frequently touched surfaces and other equipment will be cleaned throughout the day. Desks and classroom equipment should not be shared; however, those that are used will be cleaned between usage.
	Buildings will have a plan for disinfecting the following between uses: <ul style="list-style-type: none"> • Desks that are shared during the day • Tables that are used throughout the day • Chairs that are shared during the day • Classroom/office items, such as phones, headsets, copy machines, etc.
	Schools will work to enable no-touch usage of items such as doors, trashcans, and bathroom fixtures, where possible. Where no-touch technologies are not available, doors will be propped open in accordance with fire and safety codes.
	Schools will maximize use of disposable towels in lieu of hand dryers, due to ventilation considerations. Where possible, schools will turn off and avoid use of hand dryers.
	As appropriate by age, schools will place a trashcan and paper towel roll by the bathroom door to allow students and staff to use in order to prevent the touching of door handle with hands.
	Principals will work with teachers to assess ways to minimize exposure from playground and fitness equipment use, including but not limited to ensuring only the team cohort uses it at the same time, hand washing before and after use or use of hand sanitizer, and disinfecting fitness equipment or other smaller outside equipment after each group of students' use.
	Bathrooms should be sanitized at least twice a day. Where possible, schools will consider designating separate bathrooms for different classes or establishing shifts for classes to use the bathroom and thus avoid mixing of classes.

	The Director of Facilities will use products that are approved for the State of Connecticut that are labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times.
	Cleaning logs will be used in each building to track cleaning frequency of areas including bathrooms.
	<p>The Director of Facilities will ensure that the schools comply with DPH guidelines including:</p> <ul style="list-style-type: none"> • Guidance for Cleaning and Disinfecting of Schools during COVID-19 • Return to Service Guidance for Building Water Systems • Guidance for School Systems for the Operation of Central and non-Central Ventilation Systems
2	The Director of Facilities and Principals will ensure that schools meet social distancing expectations by adjusting the set up in all classrooms.
	<p>The Director of Facilities will oversee a reopening plan for each building that specifically addresses social distancing for all classrooms, bathrooms, hallways, and offices in the school.</p> <ul style="list-style-type: none"> • Maximize social distancing between student workstations, achieving 6 feet if feasible (not required) when determining the classroom layout. Desks should face in the same direction rather than facing each other or students should sit on only one side of tables, spaced apart. • Where necessary, assess other spaces that may be repurposed for instruction in the school. • Maximize space between the teacher and students due to the risk of increased droplets from teachers during instruction. If a teacher removes face covering or mask during instruction, spacing should be increased beyond six feet. For teachers who stay seated, a physical barrier may be considered an option. • Floor markings throughout classrooms and the school may be included to illustrate social/physical distancing.
	The Director of Facilities and Principals will work together to ensure that classroom furniture besides desks is adjusted to create the maximum amount of space between students.
	Classroom bookcases, reading nooks, storage cabinets will be removed/repositioned to create the maximum amount of space between students.
	The Director of Facilities and Principals will work together to ensure that a dedicated medical isolation room has been identified in every school building.
3	School Administrators will ensure that schools restrict the shared use of materials.
	Principals will work to ensure that staff restrict the sharing of educational materials between individuals (including such items as books, manipulatives, computers, calculators, writing utensils, and art supplies). Teachers will ensure that there is a procedure for disinfecting any electronic devices, toys, books, and other games or learning aids that must be shared during the same school day.
	Any alternate seating or shared seating in reading nooks, group centers, and other areas will not be allowed. Items that cannot be cleaned and sanitized (such as shared stuffed animals in classrooms) will not be allowed in classrooms.
	Each student's belongings/school supplies will be separated and in an individually labeled storage container, cubby, locker, or other designated area depending on the grade level and/specific course. Students will be encouraged to take home belongings each day to be cleaned. Belongings such as personal stuffed animals and other toys will be strongly discouraged.
4	The Director of Facilities will ensure that handwashing and sanitizing stations will be readily available.
	Each school will ensure that staff, students, and visitors have access to soap and water and/or hand sanitizer containing at least 60% alcohol at all times.
5	The Director of Facilities and School Administrators will oversee a rapid response plan for suspected or confirmed cases of COVID-19.
	Each building will have a plan to close off areas used by any sick person and not reopen those areas before cleaning and disinfecting. The Director of Facilities will oversee the proper cleaning of any such area.

Operations Expectations for Reopening the New Milford Public Schools	
1	The Director of Human Resources in conjunction with the Director of Facilities and Nursing Coordinator will oversee staff training on the physical protection of the school community.
	<p>The schools will provide required staff training on the following as part of the reopening prior to the start of school:</p> <ul style="list-style-type: none"> • Physical distancing of staff and students • Symptom screening, including temperature checks • Proper use of protective equipment • The correct use of cloth face coverings/masks • Cough and sneeze etiquette • Keeping one's hands away from one's face • Frequent handwashing and proper technique • Confidentiality around health recording and reporting • Training on trauma-informed practices and suicide prevention
2	Staff training on the mental health and wellness of students will be available throughout the year.
	<p>The schools will provide staff training on the following (in addition to Social/Emotional Learning expectations):</p> <ul style="list-style-type: none"> • Training on trauma-informed practices and suicide prevention. • Confidentiality around health recording and reporting.
3	Signage will be posted in school that is highly visible as well as being accessible for students with disabilities.
	<p>The Director of Facilities and Principals will work together to ensure the distribution of information and regular communication about the actions school communities can take to stop the spread. Signs will be posted in highly visible locations (e.g., school entrances, staff areas, and restrooms) that promote everyday protective measures and provide instruction related to properly washing hands and properly wearing a cloth face coverings or masks. https://www.cdc.gov/coronavirus/2019-ncov/communication/index.html</p>

Food Service Expectations for Reopening the New Milford Public Schools	
1	The Director of Food Services will ensure compliance with federal guidelines and local health official guidelines and any additional guidelines introduced regarding child nutrition.
	The Director of Food Services will actively promote and determine eligibility for and make available free and reduced-price meals and snacks and free milk to all eligible students.
	The Director of Food Services will comply with the U.S. Department of Agriculture's (USDA) regulations and policies (and any changes occurring) for school meals and milk including the meal pattern requirements.
	The Director of Food Services will ensure that the schools claim meals/milk provided to eligible students using accurate counting and claiming methods. Additionally, the number of free and reduced-price meals served and claimed for reimbursement must have adequate documentation on file to support the claim.
	The Director of Food Services will proactively plan and be prepared at all times throughout the year for expedited meal access including a short period (2-5 days) and a longer period (2 weeks) of closure.
	The Director of Food Services will oversee PPE for food service operations such as masks, gloves, physical barriers in serving areas, etc.
2	Food service in each school will be designed to promote social distancing.
	The Director of Food Services working with Principals will determine the appropriate meal distribution method (Cafeteria Pick-up Model, Classroom Delivery Model, or a Hybrid Delivery Model) of meal service based on social distancing, physical location, student traffic, space, staffing, etc.

	<p>Each school will communicate age-appropriate and school-appropriate strategies to families about school meal service and options. Meal service communications will communicate social distancing requirements and include any additional school options as follows:</p> <ul style="list-style-type: none"> • additional lunch waves to separate classroom cohorts; • staggering cafeteria use throughout the late morning/early afternoon; • increasing the number of meal service access points; • serving meals in cafeteria and then returning to classrooms or alternate locations; • serving meals in classrooms and alternate locations;
	The Principals will arrange for smaller lunch waves in each school. For all grades, more than one classroom cohort may be in the cafeteria with another cohort, but groups must remain separated from each other by a distance that is recommended to be at least 14 feet.
	School cafeteria and meal service plans will be adjusted based on level of concern of transmission.
	There will be no “share tables” or self-service buffets for food and condiments.
	Physical barriers, such as sneeze guards and partitions, at point of sale and other areas will be installed where maintaining physical distance of 6 feet is difficult.
	If meals are provided in classrooms or alternate locations, sufficient trash removal and cleaning will be in place.

Feeding Plan for Food and Nutrition Services Reopening the New Milford Public Schools	
1	Phase 1 Students in School
	Adhere to guidance from the CSDE for all phases.
	<p>Serve from the cafeteria line, social distancing (3 or 6 feet between students) with decals on the floor.</p> <ul style="list-style-type: none"> • HPS: 2 lines • NES: 2 lines • SNIS: 3 lines • SMS: 3 lines • NMHS: 5 lines
	Students will wear masks and follow markings on the floor to create appropriate social distancing between them.
	Students will come through the breakfast and lunch line wearing their mask and lunch ID card on a lanyard or bracelet.
	ID cards will be read by the cashier with a handheld scanner for a contact free transaction process.
	Students will eat in the classroom or social distance in the cafeteria.
	Breakfast options served by the café staff would be several cold options.
	Lunch options served by café staff would be a hot lunch option along with several cold “grab and go” options.
	All food/trays/utensil items will be single serve or individually wrapped and disposable for sanitation purposes.
	Meal counting and claiming for State and Federal reporting must continue. Students going through the café line provides the most accuracy.
2	Phase 1 Students in School Alternate Scenario
	Feed students from an alternate location in the school.
	Lunch options would be limited.
	Per CSDE, “And Justice for All” posters must be displayed at all alternate feeding areas.

3	Phase 2 Hybrid Plan: 50/50 students in school at one time
	Students in school would follow the same procedure for breakfast and lunch as Phase 1.
	Students Remote Learning would pick up “grab and go” meals curbside.
4	Phase 3 Remote Learning
	One central location for breakfast and lunch pick up similar to spring 2020 ‘Grab & Go’

Communications Expectations for Reopening the New Milford Public Schools	
1	The Superintendent of Schools will oversee communications regarding planning and reopening.
	Families, staff, and the community will receive weekly updates via email, website, and social media during the school year directly from the Superintendent of Schools or Principals regarding the most up to date policies and protocols related to all considerations and aspects of this plan and future COVID-19 planning.
	Families, staff, and the community will be invited to monthly updates, discussions, input, and suggestions on reopening and the ongoing status of school.
	The building principals will meet with staff and parents once a month to garner input and engage stakeholders on the implementation of the plan.
	Changes to planning, changes in the status of the schools’ schedules, and any school closures will be communicated directly from the Superintendents or designee to the school community.

Guidelines: Instruction

The Classroom Cohort Model will be used predominantly in Grades K-8. A Cohort is a stable group of students and educators with consistent members that stay together throughout the school day to help mitigate the risk of spreading the virus. It is still expected that students & individuals within the cohorts maintain as much physical distance as possible. The classroom cohort will spend as much of the day together as a group as possible with a single teacher or with teachers of different subject areas meeting the cohort in the cohort's assigned classroom(s).

Instructional Expectations for Reopening the New Milford Public Schools	
1	The instructional day and building schedules may be modified to meet the current health situation.
	The Superintendent of Schools will communicate to staff and families any class cancellation (or adjustment in schedule) and subsequent reopening in the event that the State cancels in-school classes for all or restricts attendance requiring employing the school's plan for a Hybrid Model.
	The Superintendent will base single closure, multiple school closure, or district closure using the most up-to-date information on specific cases in the community or in a school with the consultation of local health officials and the district medical supervisor.
	The Superintendent will notify the State Department of Education should a local decision be made to close under the guidance of local health officials and/or the district medical supervisor.
	Principals will review current instructional schedules in each school and make any modifications necessary to reopen and best meet the needs of students and staff members for a full return to school.
	Principals will be prepared to amend schedules as necessary due to increased transmission in the school and/or the community or as otherwise determined by the district. Alternate learning models will include: <ul style="list-style-type: none"> • 50%/50% Hybrid Models for a moderate increase in transmission including A-B Student Cohorts of alternating days. • Remote Learning for a large increase in transmission.
	The Principals and teachers will proactively plan and be prepared at all times throughout the year for an expedited shift to Remote Learning instruction during a required short period (2-5 days) and a longer period (2 weeks) of closure.
	The Principals and Technology department will proactively plan and be prepared at all times throughout the year for expedited technology access/support for a required period of Remote Learning including a short period (2-5 days) and a longer period (2 weeks) of closure.
	The Assistant Superintendent will consult and share resources for teaching in a Remote Learning environment that is both synchronous and asynchronous which can be found in the Plan to Reimagine CT Classrooms for Continuous Learning and the CT Remote Learning Hub .
	The Superintendent of Schools and Principals will review teacher rosters and develop a substitute plan and, along with the Board of Education, discuss stipends/changes in pay required to support the needs of the students and schools.
2	Principals will group students in Classroom Cohorts in Grades K-8 as much as possible.
	Classroom cohorts will be established and use the same classroom every day and for the most part utilize the same hallways, bathrooms, and other area of the school as much as possible. Cohorts will be assigned a team of teachers and support personnel.
	Principals and teachers will restrict the mixing of cohorts for the start of the school year as much as possible.
	Teachers will push into the cohort classroom as much as possible for academic courses and special courses including Art, Music, Library, & Technology resulting in teachers of specific content areas rotating through the building, instead of student groups. Physical Education classes will take place in the cohort classroom and/or outdoors to the greatest extent possible.




	Students in each cohort will have assigned seating in the cohort classroom as much as possible.
	Students in each cohort will have assigned materials in the cohort classroom as much as possible.
	Principals will create schedules as much as possible that stagger passing in halls by adjusting schedules to ensure students change rooms, if necessary, at different times.
3	All learning experiences will be reviewed in order to ensure safe and appropriate instructional practices.
	The Assistant Superintendent will oversee all learning experiences and any curricular modifications in order to provide an appropriate, high standard of learning for students and teachers.
	School assemblies, concerts, and other programs with a larger number of students will be limited and require approval of the Principal, Assistant Superintendent, and the Superintendent of Schools. Decisions will be made based on size of activity, ability to maintain proper distancing, and safety expectations.
	Field trips and off campus experiences will be limited and require approval of the Assistant Superintendent and the Superintendent of Schools. Decisions will be made based on ability to maintain proper distancing and safety expectations. Virtual field trips will be encouraged.
4	Building Principals and Instructional Leaders will work with the Assistant Superintendent to identify learning gaps, learning barriers, and find innovative ways to meet the needs of children.
5	The State of Connecticut will develop a Remote Learning Model for learning at home due to medical concern, illness, quarantine, or other reasons.
	Principals will conduct a survey to find out which students will participate in In-Person Learning, State of Connecticut Remote Learning with school support, or Home Schooling without school support.
	The Assistant Superintendent will oversee school support for students in the Remote Learning Model: The CT Remote Learning Hub (https://portal.ct.gov/SDE/Academic-Office/CT-Learning-Hub) will provide high quality, high impact resources from experts in the field for academic content, social/emotional health and well-being.
6	The schools will base assessment practices for 2020-21 on the Connecticut Department of Education model found in: <i>Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together</i>.
7	The Director of Student Services and Pupil Personnel, Special Education Team Leaders, and Guidance Counselors will oversee programming and transition back to school for all students with IEPs.
	The schools will oversee programming for the fall with the understanding that there has been no waiver of requirements under the IDEA for provision of a free and appropriate public education (FAPE) in the least restrictive environment (LRE). Federal disability law allows for flexibility in determining how to meet the individualized needs of students receiving special education services.
	The schools will treat students eligible for special education and other special populations as general education students first. Guidance and policies related to school reopening plans apply to all students, including students with special needs who qualify for individual education programs under the IDEA and accommodation plans for eligible students under section 504 of the Rehabilitation Act. If students with disabilities are unable to access the reopening plan as designed, facilitate individualized and alternative means of re-entry based upon student need, present levels of functioning, developmental levels, and student/parent input. Consider remote learning schedules if needed.
	Programming decisions will not be based on a student's disability category. However, the nature and/or severity of an individual student's specific disability may require unique considerations. Protocols should consider the student's developmental level and skills.
	Special Education Team Leaders and Guidance Counselors will communicate with families of students with a high level of need to develop transition plans to assist special population and special education students in their return to the school building.
	The Assistant Superintendent and Reading Specialists will work with EL students assuring the provision of a free and appropriate public education (FAPE).

8	The Assistant Superintendent will oversee the safe implementation of Physical Education Art, and Music courses and extracurricular activities.
	All educational programming in PE, Art, and Music will be expected to adhere to all CDC, state, and local guidelines related to social distancing and disinfecting areas & equipment.
	The Assistant Superintendent will work with teachers to plan for physical education, fine arts, and music curricula that consider the needs of all students, including focusing on activities, adaptations, and modifications of all education activities to ensure the full inclusion by all students.
	PE at all levels will focus as much as possible on activities, fitness, exercises, and sports that are teacher led but performed individually and focus on lifetime fitness, utilizing alternative environments, land-based activities, and individual sports/activities
	PE activities will assist as much as possible in the support of social-emotional learning.
	<p>Music and Art courses will strive to maintain current program of studies and course offerings, utilizing the following safety precautions:</p> <ul style="list-style-type: none"> • Maintain proper spacing of at least 12 feet when students are singing or performing wind instruments by scheduling large ensembles in auditoriums, outdoors, cafeterias, gyms or other large spaces. Focus on maximizing distancing for instruments that require blowing or for singing, compared with string and percussion instruments. • Schedule large ensembles into smaller groups throughout the day. Shift curriculum focus to solo and small ensemble work and create virtual performance experiences and assessments. • Provide individual art supply kits for each student or plan for increased sanitization between all use. <p>Use on-line apps or platforms for student artwork (e.g. Google Classroom), video displays (e.g., ScreenCastify), and slides (e.g., Google Slides, PearDeck)</p>

Guidelines: Social/Emotional Growth

Social/Emotional Expectations for Reopening the New Milford Public Schools	
1	The Assistant Superintendent, Director of Special Services and Pupil Personnel, and Principals will work with the School Reopening Committees to ensure the inclusion of Social/Emotional Learning (SEL) to benefit the entire school community.
	Plan for experiences that ensure that the schools place adult and student wellness first to establish a positive, safe, and supportive learning environment. Strategies will be identified to engage populations and specific students that have been disengaged.
2	The Superintendent will coordinate SEL activities <u>prior</u> to the reopening.
	Communicate to the school community that SEL is foundational to the holistic success of the school community and a necessary aspect of a highly functioning school community
	Seek the voices of perspectives of students, families, educators, and other adults to develop responsive transition plans.
	Assess the social and emotional support needed by the students during the initial reopening period as a result of the Remote Learning period. Encourage that all parties reflect on the students' ability to navigate the unprecedented challenges of the alternative learning contexts during Remote Learning.
	Provide professional development as available prior to the start of school. Share resources on SEL, including the Collaborative for Academic, Social, and Emotional Learning (CASEL) publication, "Leveraging the Power of SEL".
3	Integrate SEL activities into to the reopening process.
	Consider how staff can coordinate to check-in regularly with a small group of students and families; and how counselors, social workers, school psychologists, and nurses can connect with students and families before schools reopen.
	Intentionally build structures that promote supportive adult-student relationships and a sense of belonging. Ensure every student has at least one caring adult at the school who checks in regularly with them and whom they can reach out to.
	Develop a plan in each school to provide non-academic-focused check-ins with students.
	Help staff with strategies to handle students' and/or families' varied understandings of physical distancing measures by school personnel.
	Coordinate with all staff the best ways to assist students who need additional support to physically distance or who may not be able to wear a mask due to a manifestation of their disability.
	Weave in opportunities for students to practice and reflect upon social and emotional competencies throughout the day.
	Assist staff in engaging students in developmentally appropriate conversations and lessons to discuss past, current, and future impacts of the pandemic on themselves, their families, their communities, and the broader world. Include discussions that will elevate racial consciousness as students were not present together in school during recent events in the U.S.
4	Integrate SEL practices into instructional planning.
	The New Milford Public Schools has established a district goal for 2020-21 that is based on the expectation that the "school community takes collective responsibility for the intellectual, physical, social, and emotional well-being and can demonstrate how each student is known, valued, and connected." (From the New England Association of Schools and Colleges Standards for Accreditation – Principle 1.3.).

Guidelines: Transportation

 <p>CONNECTICUT SAFE STATUS Vaccine available or effective treatments for COVID-19</p>	 <p>CONNECTICUT LOW STATUS Low transmission risk in the community of COVID-19</p>	 <p>CONNECTICUT MODERATE STATUS Moderate or more severe spread of COVID-19</p>
<p>Full Capacity on Bus Bus transportation can operate with no restrictions</p>	<p>Up to Full Capacity on Bus Bus transportation can operate up to full status with face coverings / mask requirements and loading and unloading restrictions</p> <p style="text-align: center;">★</p> <div style="border: 2px solid red; padding: 5px; text-align: center;"> <p>This is the status for the beginning of school.</p> </div>	<p>Limited Capacity on Bus Bus transportation can operate with seating and spacing restrictions, face coverings / mask requirements, and loading and unloading restrictions.</p> <p>Reduced Number of Students and seating based on strict social distancing guidelines</p>

Transportation Expectations for Reopening the New Milford Public Schools	
1	Transportation status will be determined by the State of Connecticut and/or DPH.
	<p>In the “low status” currently determined to be the status of Connecticut, student passengers will be required to wear a face covering or mask that completely covers the nose and mouth during transit. The passenger’s face covering must be in place prior to boarding the bus and must be kept in place until they are completely off the bus. Passengers should load into the bus from the back row to the front (where the first passengers onto the bus sit in the back row) and then unload the bus in a controlled manner upon arrival at the school from front to back by seat. This will reduce the number of people passengers walk by as they get on the bus and will prevent crowding in the center aisle when the bus arrives for unloading.</p>
	<p>If the state determines that we are in a “moderate status” student passenger density will be significantly reduced because schools will be employing a hybrid model of learning (A-B days) when in this status. Bus passengers should be spaced with family members sitting together and non-family members should be spaced 6 feet apart utilizing alternating diagonal seating. Passengers will be required to wear a face covering or mask that completely covers the nose and mouth during transit. The rider’s face covering must be in place prior to boarding the bus and must be kept in place until they are completely off the bus. Students should load into the bus from the back row to the front (where the first passengers onto the bus sit in the back row) and then unload the bus in a controlled manner upon arrival at the school from front to back by seat. This will reduce the number of people passengers pass by as they get on the bus and will prevent crowding in the center aisle when the bus arrives for unloading.</p>
2	Transportation to and from by parents/guardians will be encouraged.
	Parents are encouraged to transport their children to school to avoid possible exposure on the bus.
	Principals will conduct a survey to find out which students will be driven by parents at the start of the school year.
	Principals will assess if a staggered arrival and drop off of buses and cars will enhance safety protocols in place.

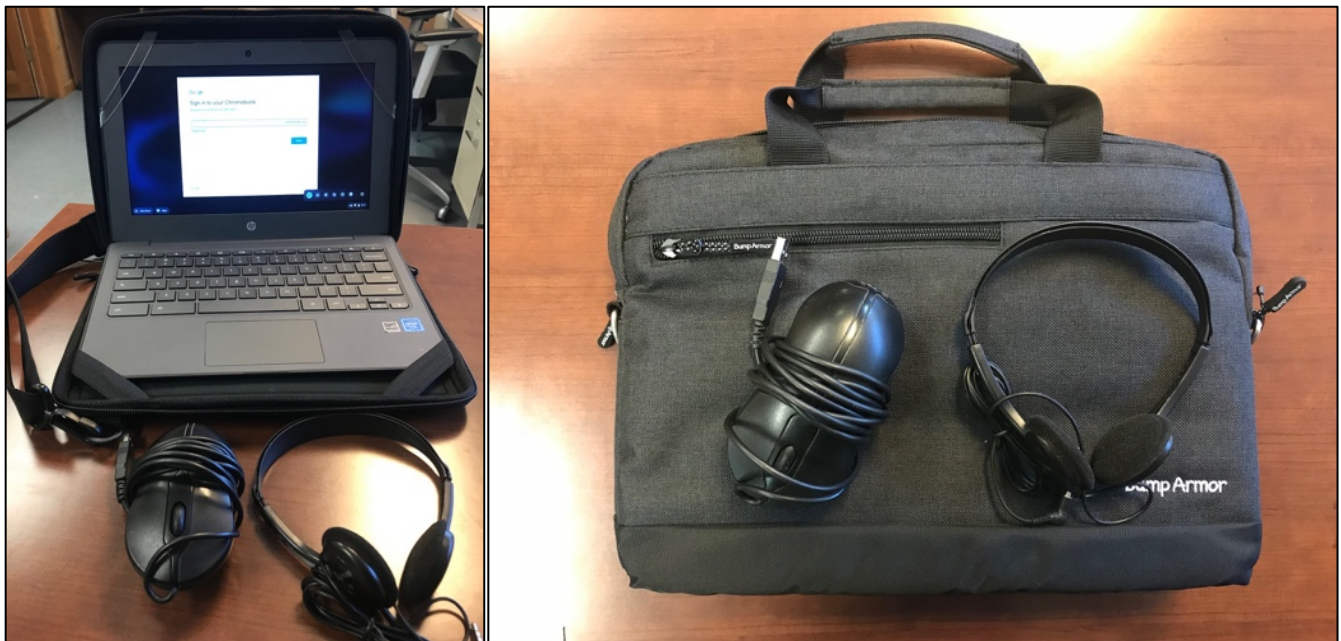
	Principals will plan vehicle flow and logistics particularly if there are more family transport vehicles.
	Principals will develop arrival/departure procedures that limit unnecessary entrance of parents and guardians into the building. Each school will allow for minimal contact of parents with school personnel and students while dropping off and/or picking up students during the day.
	There is a procedure at each school that allows for student drop off at the start of the day and student pick up at the end of the day without parents needing to enter the building.
3	Proper hygiene habits will be practiced on the bus.
	Parents of students in younger grades will be asked to assist in social distancing at bus stops and during pick-up and drop-off.
	Parents of students in younger grades will be asked to secure masks on students at bus stops prior to students entering the bus.
	Students will be required to wear a face covering or mask that completely covers the nose and mouth during transit.
	Seating arrangements will be adjusted on buses to prevent students from passing one another while loading/unloading as much as possible. <ul style="list-style-type: none"> • First students to load on bus sit in back, filling seats toward the front of bus (6-12) • Students in front unload first • Loading process at school based on route to promote limited passing in aisles • Assigned seats will be arranged for students in Grades K-5
4	Bus drivers will follow the expectations for school employees regarding health and screening.
	Drivers with a temperature greater than 100.4 degrees are not permitted to drive. Drivers will be allowed to return 24 hours after a fever has broken, or with a note from their healthcare provider, or with a documented negative COVID-19 test.
5	Bus monitors may be assigned to buses to encourage social distancing and the use of masks by students.

Guidelines: Technology



Technology Expectations for Reopening the New Milford Public Schools	
1	Access to technology will be 1-to-1 for all students PreK – 12 Grades PreK through 12 will have 24/7 access to a Chromebook.
2	The COVID-19 Operational fund will be used to purchase Chromebooks and Techpaks. Chromebook will include a Techpak: Case, bag, mouse, and headphone.
3	Technology will become “Mobile on the Moment”. Students must bring Chromebooks to and from school each day. Devices will be used at school and at home during periods of Hybrid and Remote Learning.
4	Access to technology will be provided to teachers, paraeducators, and related services providers. Chromebooks will be issued to staff.
5	Equitable and universal technology access will continue to be ensured. The district will guarantee that every student has access to digital technology and/or high-speed Wi-Fi.
6	Increased internet speed and additional wireless access The district’s internet connection will be increased to support the additional throughput. Additional wireless access points will be added where needed.



New Milford Public Schools CHROMEBOOKS FOR STUDENTS

Cases for students for easy transport – “Mobile on the Moment”



Pandemic Response Planning

Pandemic Response Expectations for Reopening New Milford Public Schools	
1	The New Milford Pandemic Response includes a tiered response for school attendance based on transmission in the community and/or in the school.
	Community transmission of COVID-19 will impact the schools' planning, operations, and instruction as indicated in the chart on page 9.
2	The New Milford Pandemic Response includes an immediate response for a confirmed diagnosis in the school.
	See <i>COVID-19 Cases in Schools</i> on page 35.
3	As part of the New Milford Pandemic Response, the Superintendent of Schools is authorized to make immediate decisions for the safety of the students and staff.
	The Superintendent of Schools may exclude staff and/or students who have signs or symptoms of COVID-19 until a documented negative COVID-19 test result or note from a healthcare provider clearing them to return to schools is provided.
	The Superintendent of Schools may exclude staff and/or students who have recently had close contact with a person with COVID-19 for a duration that is appropriate given the situation.
	The Superintendent of Schools may suspend any activity or program at any time due to health and safety risks.
	The Superintendent of Schools may suspend in-person classes at any time due to health and safety risks.
4	There will be a coordinated effort among all schools to ensure that students and staff take everyday preventive actions to prevent the spread of respiratory illnesses.
	The Superintendent and Principals will encourage all parties to stay home when sick or feeling sick; appropriately covering coughs and sneezes; practicing social distancing; cleaning and disinfecting frequently touched surfaces; and washing hands often with soap and water or using hand sanitizer.
5	Communication guidelines are established in each school according to the appropriate transmission tiers or an in-school case.
	<ul style="list-style-type: none"> Daily to weekly communication will be shared with staff and families concerning the status of a school's reopening and continuing safety efforts. The New Milford Public Schools website, newsletters, and letters home will address prevention efforts, updated information from local, state, and national authorities, and publications from the New Milford Health Department as materials become available. Information will be made available to parents and community members if one of the school buildings is designated or participates as a vaccination site.
	<ul style="list-style-type: none"> Daily to weekly communication will be shared with staff and families concerning the status of school. The New Milford Public Schools website, newsletters, and letters home will address prevention efforts, updated information from local, state, and national authorities, and publications from the New Milford Health Department as materials become available. As needed, update and share information on Distance Learning plan and procedures for school closure and moving to learning at home. If necessary, update and share information on moving to hybrid scheduling (50% of students) and procedures for any adjusted schedule. Students who are absent from school are called to confirm COVID-19 symptoms or to confirm if staying home for prevention or family care.

	<ul style="list-style-type: none"> • Close communication is maintained with absent staff members to confirm COVID-19 symptoms or to confirm if staying home for prevention or family care. • Provide information and education to staff, students and families regarding pandemic flu, individual prevention measures, and various community/school plans and updates.
	<ul style="list-style-type: none"> • The New Milford Public Schools website, newsletters, and letters home will address prevention efforts, updated information from local, state, and national authorities, and publications from the New Milford Health Department as materials become available. • As needed, update and share information on length of Remote Learning and procedures for school reopening. • If necessary, share information on possible return to school and outline procedures for moving to a hybrid scheduling (50% of students) and procedures for any adjusted schedule. • Students who are absent from online instruction are called to confirm COVID-19 symptoms or to confirm if staying home for prevention or family care. • Close communication is maintained with absent staff members to confirm COVID-19 symptoms or to confirm if staying home for prevention or family care. • Provide information and education to staff, students and families regarding pandemic flu, individual prevention measures, and various community/school plans and updates.
	<ul style="list-style-type: none"> • <u>A confirmed case in the school building</u> results in immediate communication with local health officials (New Milford Health Department) resulting in a determination of length of closure. • Communication is immediate to all staff and families, as well as to local and state officials that a school or the school district is shutting down for a time period (to be determined). • The New Milford Public Schools website, newsletters, and letters home will address prevention efforts, updated information from local, state, and national authorities, and publications from the New Milford Health Department as materials become available. • Procedures for closure and reopening are shared with the staff and parents.

COVID-19 Cases in Schools



If a student, staff member, or visitor who has been present in school and has a **confirmed diagnosis** of COVID-19, the School Nurse and the building Principal will contact the Superintendent of Schools. In addition, the Superintendent will be notified by school personnel that a student is suspected of being sick, maintaining confidentiality in accordance with FERPA, privacy expectations, and the Americans with Disabilities Act (ADA).

The Superintendent of Schools notifies the New Milford Health Department immediately.

The New Milford Health Department will assess risk of further transmission in the school.

Decisions are made concerning:

- CONTACT TRACING
- CLOSURE
- CLEANING
- CONTINUITY OF EDUCATION
- REOPENING OF SCHOOL

The decision to suspend or close a school (or the entire school district) will be made by the Superintendent or designee based on information and recommendation from local health officials. Board of Education members and town officials are notified of closure, as well as the State Department of Education.

Schools will likely implement a short-term closure (2-5 days) or longer regardless of community spread if an infected person has been in a school building. The CDC recommends dismissal of students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the Superintendent, in consultation with the local health officials, to determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.

All communications to the school community including staff and families are made through the Superintendent.

During school closures, all extracurricular activities, athletics, and school-based afterschool programs are canceled.

A Confirmed Case in the School Building

Assess risk with local health officials.

Plan for short (2-5 days) or longer (10 days) closure

to clean, disinfect, and contact trace

in consultation with the New Milford Health Department.

Reopening Our Schools: Resources

- ***Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together*** - Connecticut State Department of Education
- ***Reopen Connecticut*** - Rules for operating Summer School during COVID 19 - State of Connecticut
- ***Preparing for a Safe Return to Classroom Learning*** - State of Connecticut
- ***Back to School Planning*** – EdAdvance Regional Education Service Center
- ***Stronger Together*** - A Guidebook for the Safe Reopening of California's Public Schools - California Department of Education
- ***Georgia's Path to Recovery for K-12 Schools*** – State of Georgia
- ***Back to School RI-*** Reopening RI: Health and Safety Guidance - State of Rhode Island
- ***Guidance on Required Safety Supplies for Reopening Schools*** - Massachusetts Department of Elementary and Secondary Education
- ***Initial Fall School Reopening Guidance*** - Massachusetts Department of Elementary and Secondary Education
- ***Preliminary Guidance for Phased Reopening of Pre-K to 12 Schools*** - State of Pennsylvania Department of Education
- **K-12 Schools and Childcare Programs** - FAQs for Administrators, Teachers, and Parents - CDC.gov/coronavirus
- **Recommendations for Protections and Procedures Regrading Education and Connecticut's Public Schools** – Connecticut Education Association, CEA
- **Leveraging the Power of Social and Emotional Learning** - Available at https://casel.org/wp-content/uploads/2020/05/CASEL_Leveraging-SEL-as-You-Prepare-to-Reopen-and-Renew.pdf

Reopening Our Schools: Disclaimer

The guidance and plans provided in this document are based on current guidelines and requirements issued by the State Department of Education and the current input of local entities and public health officials. The COVID-19 public health emergency continues to be a rapidly evolving situation, and consequently, the guidelines, requirements and plans described herein may change as the legal and regulatory landscape and the public health trends continue to change.

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
New Milford, Connecticut
July 21, 2020

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

- 1. Mrs. Lisa Dablain** Math Interventionist, Schaghticoke Middle School effective July 1, 2020.
- 2. Mrs. Erin Lucia**, Science Teacher, New Milford High School effective June 30, 2020.

Moving

Personal Reasons

2. CERTIFIED STAFF

b. NON-RENEWALS

- 1. None currently**

3. CERTIFIED STAFF

c. APPOINTMENTS

- 1. Ms. Taylor Anderek**, Math Teacher, New Milford High School effective August 20, 2020.
2020-2021 Salary – \$54,638 (Step 2F) (step correction)
- 2. Mrs. Erica Andreassen**, Elementary Teacher, Sarah Noble Intermediate School effective August 20, 2020.
2020-2021 Salary – \$82,524 (Step 13I)
- 3. Mr. Robert Costigan**, Social Studies Teacher, New Milford High School effective August 20, 2020.
2020-2021 Salary – \$54,638 (Step 2F)

Education History:

BS: Sacred Heart University
Major: Math
MA: Sacred Heart University
Major: Secondary Education

Work Experience:

Student Teacher – Newtown HS

Replacing: L. Cervone

Education History:

BS: WCSU
Major: Elementary Education
MS: WCSU
Major: Elementary Education

Work Experience:

4.5 yrs. NMPS
1 yr. Ridgefield
2 yrs. Stamford
7 yrs. Bethel

Replacing: L. Cosgrove

Education History:

BA: Sacred Heart University
Major: History
MA: Sacred Heart University
Major: Education

Work Experience:

Intern/Substitute Newtown HS

Replacing: M. Abraham

- | | |
|--|---|
| <p>4. Mrs. Paula Davenport, Special Education Teacher, Sarah Noble Intermediate School effective August 20, 2020.
2020-2021 Salary – \$54,638 (Step 2F)</p> | <p><i>Education History:</i>
BS: University of Cincinnati
Major: Elementary Education
MA: University of Bridgeport
Major: Elementary Education</p> <p><i>Work Experience:</i>
4 yrs. Diocese of Bridgeport
Tutor/Long Term sub NMPS</p> <p>Replacing: P. Guendelsberger</p> |
| <p>5. Mrs. Kelsey Holub, Elementary Teacher, Sarah Noble Intermediate School effective August 20, 2020.
2020-2021 Salary – \$57,399 (Step 4F)</p> | <p><i>Education History:</i>
BS: WCSU
Major: Elementary Education
MS: WCSU
Major: Literacy & Language Arts</p> <p><i>Work Experience:</i>
4 yrs. Waterbury</p> <p>Replacing: K. Sheikh</p> |
| <p>6. Mrs. Jaimee Keppel, Elementary Teacher, Sarah Noble Intermediate School effective August 20, 2020.
2020-2021 Salary – \$61,896 (Step 7F)</p> | <p><i>Education History:</i>
BS: SUNY, Oneonta
Major: Child & Family Studies
MS: Mercy College
Major: Childhood Education</p> <p><i>Work Experience:</i>
6 yrs. New York
LT Sub NMPS</p> <p>Replacing: K. Kivela</p> |
| <p>7. Mr. Logan Messina, English Teacher, Schaghticoke Middle School effective August 20, 2020.
2020-2021 Salary – \$54,638 (Step 2F)</p> | <p><i>Education History:</i>
BA: Keene State College
Major: Film Studies
MS: University of Bridgeport
Major: English Language Arts Education</p> <p><i>Work Experience:</i>
1 yr. Reg. #12
1</p> <p>Replacing: P. Parker-Knight</p> |
| <p>8. Ms. Laura Nadriczny, Math Teacher, New Milford High School effective August 20, 2020.
2020-2021 Salary – \$54,638 (Step 2F)
(step correction)</p> | <p><i>Education History:</i>
BA: WCSU
Major: Math
MA: UConn
Major: Secondary Math Education</p> <p><i>Work Experience:</i>
Student Teacher – Newtown HS</p> <p>Replacing: K. Sroka</p> |

- 9. Ms. Sarah Schneider**, Speech Language Pathologist, Hill and Plain School effective August 20, 2020.
2020-2021 Salary – \$74,838 (Step 11I)

Education History:

BS: UConn
Major: English
MS: SCSU
Major: Communication Disorders

Work Experience:

6 yrs. New York
1 yr. Hungary
2 yrs. S. Africa

Replacing: P. Kurjky

- 10. Mrs. Amanda Silva**, Special Education Teacher, Northville Elementary School effective August 20, 2020.
2020-2021 Salary – \$77,180 (Step 12F)

Education History:

BS: Russell Sage College
Major: Elementary Education
MS: Framingham State College
Major: Special Education

Work Experience:

5 yrs. NMPS
6 yrs. Marlborough Schools

Replacing: A. O’Leary

- 11. Mrs. Diana Spedafino**, School Psychologist, New Milford High School effective August 20, 2020.
2020-2021 Salary – \$63,209 (Step 6J)

Education History:

BA: Emmanuel College
Major: Psychology
MA: SCSU
Major: School Psychology
6th Yr. Degree: SCSU
Major: School Psychology

Work Experience:

5 yrs. Wilby HS

Replacing: M. Bouchard

- 12. Mr. Corey Stevens**, Math Teacher, New Milford High School effective August 20, 2020.
2020-2021 Salary – \$60,264 (Step 6F)
(salary correction)

Education History:

BS: University of South Carolina
Major: Sport & Entertainment Mgmt.
MA: University of South Carolina
Major: Secondary Math

Work Experience:

5 yrs. South Carolina

Replacing: J. Wrenn

- 13. Ms. Nicole Verrilli**, Social Studies Teacher, New Milford High School effective August 20, 2020.
2020-2021 Salary – \$52,047 (Step 2B)

Education History:

BA: Keene State College
Major: Secondary Social Studies

Work Experience:

1 yr. Betances Stem Magnet School,
Hartford

Replacing: G. Holmes

14. Mrs. Christine Zona , Elementary Teacher, Sarah Noble Intermediate School effective August 20, 2020. 2020-2021 Salary – \$60,264 (Step 6F)	<i>Education History:</i> BA: Indiana University, Bloomington Major: Political Science MA: Manhattanville College Major: Elementary Education <i>Work Experience:</i> 3 yrs. New York 2 yrs. Washington DC LT Sub NMPS Replacing: A. Radday
15. Mrs. Jennifer Amodeo , Head Teacher for Unified Arts, Sarah Noble Intermediate School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 2007
16. Mrs. Suzanne Andrews , Department Chair for Social Studies, New Milford High School effective August 25, 2020. 2020-2021 stipend - \$4,299	Staff member since 2003
17. Mrs. Lauren Bergner , Department Chair for Special Education-PK-2, Hill and Plain School and Northville Elementary School effective August 25, 2020. 2020-2021 stipend - \$4,299	Staff member since 2003
18. Mrs. Gina Bernard , Head Teacher for ELA (English/Language Arts), Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 1992
19. Mr. Jeffrey Bronn , Department Chair for English, New Milford High School effective August 25, 2020. 2020-2021 stipend - \$4,299	Staff member since 2004
20. Mrs. Darcy Campbell , .49 Department Chair for Special Education, New Milford High School effective August 25, 2020. 2020-2021 stipend - \$4,299	Staff member since 2001
21. Mr. Adam Cuillo , District-wide Psychological Services Co-Coordinator effective August 25, 2020. 2020-2021 stipend - \$2,387 (50% of \$4,774)	Staff member since 2013
22. Mrs. Jane Danish , Head Teacher for Support Services, Sarah Noble Intermediate School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 2006

23. Mr. Kevin Deitz , Co-Head Teacher for Math, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$1,465.50 (50% of \$2,931)	Staff member since 2007
24. Mrs. Sara Del Mastro , Department Chair for Science, New Milford High School effective August 25, 2020. 2020-2021 stipend - \$4,299	Staff member since 2014
25. Mrs. Stacy Haleks , Head Teacher for Grade 4, Sarah Noble Intermediate School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 2001
26. Mrs. Angela Herdter , Team Leader for Grade 6, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 1999
27. Mrs. Sarah Elizabeth Herring , Head Teacher for Special Education, Sarah Noble Intermediate School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 2004
28. Mr. Robert Hibbard , Head Teacher for Unified Arts, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 1999
29. Mrs. Robyn Hicks , Team Leader for Grade 8, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 1999
30. Ms. Ashley Kivela , Co-Head Teacher for Social Studies, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$1,465.50 (50% of \$2,931)	Staff member since 2018
31. Mrs. Michelle Klee , Head Teacher for Grade 5, Sarah Noble Intermediate School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 2005
32. Mrs. Danette Lambiase , Head Teacher for Guidance, New Milford High School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 1998
33. Mr. James Martin , Team Leader for Grade 7, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 2000

34. Mrs. Theresa McGuinness , Co-Head Teacher for Math, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$1,465.50 (50% of \$2,931)	Staff member since 2006
35. Mrs. Heather Morin , Team Leader for Grade 8, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 1999
36. Ms. Lisa Mosey , Team Leader for Grade 7, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 1987
37. Mrs. Lynn Nissenbaum , District-wide Psychological Services Co-Coordinator effective August 25, 2020. 2020-2021 stipend - \$2,387 (50% of \$4,774)	Staff member since 2012
38. Mrs. Kimberly Patella , Team Leader for Grade 6, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 2000
39. Mrs. Janice Perrone , Head Teacher for Business and Technology Education, New Milford High School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 2000
40. Mr. Daniel Savo , Co-Head Teacher for Social Studies, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$1,465.50 (50% of \$2,931)	Staff member since 2017
41. Ms. Jennifer Saraiva , Head Teacher for World Languages, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 2006
42. Mrs. Jillian Slater , .49 Department Chair for Special Education, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$4,299	Staff member since 2019
43. Mr. Patrick Smith , Team Leader for Grade 7, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 1990
44. Mrs. Keli Solomon , Team Leader for Grade 8, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 1994

45. Mrs. Susan Stoughton , Head Teacher for Science, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 2000
46. Mrs. Jennifer Titus , Speech Services Coordinator, District Wide effective August 25, 2020. 2020-2021 stipend - \$4,774	Staff member since 2002
47. Mrs. Jennifer Vincent , Team Leader for Grade 6, Schaghticoke Middle School effective August 25, 2020. 2020-2021 stipend - \$2,931	Staff member since 2017
48. Mrs. Jessica Ward , Department Chair for World Languages, New Milford High School effective August 25, 2020. 2020-2021 stipend - \$4,299	Staff member since 2008
4. MISCELLANEOUS STAFF a. RESIGNATIONS 1. None currently	
5. MISCELLANEOUS STAFF b. APPOINTMENTS 1. None currently	
6. NON-CERTIFIED STAFF AND LICENSED STAFF a. RESIGNATIONS 1. None currently	
7. NON-CERTIFIED AND LICENSED STAFF b. APPOINTMENTS 1. None currently	
8. ADULT EDUCATION STAFF a. RESIGNATIONS 1. None currently	
9. ADULT EDUCATION STAFF b. APPOINTMENTS 1. None currently	
10. BAND STAFF a. RESIGNATIONS 1. None currently	

11. BAND STAFF

b. APPOINTMENTS

- 1. None currently**

12. COACHING STAFF

a. RESIGNATIONS

- 1. Mr. Mike Nahom**, Assistant Indoor Track Coach, New Milford High School effective June 8, 2020.

Personal Reasons

13. COACHING STAFF

b. APPOINTMENTS

- 1. None currently**

14. LEAVES OF ABSENCE

- 1. None currently**



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	28,729,379	0	55,603	99.81%
100'S	SALARIES - NON CERTIFIED	9,334,085	0	9,334,085	9,020,335	0	313,750	96.64%
200'S	BENEFITS	11,327,946	0	11,327,946	10,487,094	770,763	70,089	99.38%
300'S	PROFESSIONAL SERVICES	4,087,606	25,670	4,113,276	3,574,894	145,921	392,461	90.46%
400'S	PROPERTY SERVICES	969,278	-9,726	959,552	763,517	110,086	85,949	91.04%
500'S	OTHER SERVICES	7,628,684	-63,253	7,565,431	6,381,648	395,309	788,474	89.58%
600'S	SUPPLIES	2,626,716	-8,523	2,618,193	1,996,840	425,046	196,307	92.50%
700'S	CAPITAL	84,047	58,748	142,795	103,100	25,002	14,693	89.71%
800'S	DUES AND FEES	88,621	-1,556	87,065	86,173	-	892	98.98%
900'S	REVENUE	-892,633	0	-892,633	-877,734	0	-14,899	98.33%
GRAND TOTAL		64,040,692	0	64,040,692	60,265,246	1,872,127	1,903,319	97.03%

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	518,696	0	47,088	91.68%
51201	SALARIES - NON CERT - PARA EDUCATOR	2,009,328	0	2,009,328	1,914,502	0	94,826	95.28%
51202	SALARIES - NON CERT - SUBSTITUTES	854,478	158,446	1,012,924	1,012,924	0	0	100.00%
51210	SALARIES - NON CERT - SECRETARY	1,888,333	0	1,888,333	1,845,048	0	43,284	97.71%
51225	SALARIES - NON CERT - TUTORS	300,695	0	300,695	268,891	0	31,804	89.42%
51240	SALARIES - NON CERT - CUSTODIAL	1,891,646	-158,446	1,733,200	1,715,445	0	17,754	98.98%
51250	SALARIES - NON CERT - MAINTENANCE	920,746	-40,033	880,713	810,777	0	69,936	92.06%
51285	SALARIES - NON CERT - TECHNOLOGY	457,410	0	457,410	448,354	0	9,056	98.02%
51336	SALARIES - NON CERT - NURSES	445,665	40,033	485,698	485,699	0	0	100.00%
TOTAL		9,334,085	0	9,334,085	9,020,335	0	313,750	96.64%

BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	638,931	-26,339	612,592	555,631	0	56,961	90.70%
52201	BENEFITS - MEDICARE	534,567	0	534,567	522,920	0	11,647	97.82%
52300	BENEFITS - PENSION	840,836	860	841,696	844,227	0	-2,531	100.30%
52600	BENEFITS - UNEMPLOYMENT COMP	15,000	25,479	40,479	43,769	0	-3,290	108.13%
52810	BENEFITS - HEALTH INSURANCE	8,572,329	0	8,572,329	7,864,832	707,497	0	100.00%
52820	BENEFITS - DISABILITY INSURANCE	125,000	0	125,000	102,746	22,254	0	100.00%
52830	BENEFITS - LIFE INSURANCE	121,000	0	121,000	105,137	15,863	0	100.00%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	480,283	0	480,283	447,833	25,148	7,302	98.48%
TOTAL		11,327,946	0	11,327,946	10,487,094	770,763	70,089	99.38%

*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	28,729,379	0	55,603	99.81%
51200	NON-CERTIFIED SALARIES	9,334,085	0	9,334,085	9,020,335	0	313,750	96.64%
52000	BENEFITS	11,327,946	0	11,327,946	10,487,094	770,763	70,089	99.38%
53010	LEGAL SERVICES	213,500	0	213,500	249,346	0	-35,846	116.79%
53050	CURRICULUM DEVELOPMENT	75,000	0	75,000	44,016	0	30,984	58.69%
53200	PROFESSIONAL SERVICES	2,020,502	-51,080	1,969,422	1,632,338	38,340	298,743	84.83%
53201	MEDICAL SERVICES - SPORTS	30,500	0	30,500	22,727	0	7,773	74.52%
53210	TIME & ATTENDANCE SOFTWARE	10,500	0	10,500	3,638	0	6,862	34.64%
53220	IN SERVICE	118,560	-26,405	92,155	69,657	0	22,498	75.59%
53230	PUPIL SERVICES	931,976	112,360	1,044,336	995,911	105	48,320	95.37%
53300	OTHER PROF/ TECH SERVICES	65,215	-12,876	52,339	44,701	676	6,962	86.70%
53310	AUDIT/ACCOUNTING	45,000	0	45,000	45,000	0	0	100.00%
53500	TECHNICAL SERVICES	260,690	3,671	264,361	222,379	40,777	1,205	99.54%
53530	SECURITY SERVICES	206,163	0	206,163	140,141	66,022	0	100.00%
53540	SPORTS OFFICIALS SERVICES	110,000	0	110,000	105,040	0	4,960	95.49%
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	387,171	54,895	13,177	97.11%
54302	FIRE / SECURITY MAINTENANCE	2,500	0	2,500	1,203	0	1,297	48.11%
54303	GROUPS MAINTENANCE	14,028	0	14,028	8,782	418	4,828	65.58%
54310	GENERAL REPAIRS	48,446	-10,361	38,085	21,483	7,966	8,636	77.32%
54320	TECHNOLOGY RELATED REPAIRS	36,430	0	36,430	20,891	3,179	12,360	66.07%
54411	WATER	68,195	0	68,195	49,702	18,493	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	192,620	7,641	28,915	87.38%
55100	PUPIL TRANSPORTATION - OTHER	106,250	0	106,250	76,268	0	29,982	71.78%
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	3,848,851	305,087	406,928	91.08%
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	44,596	4,072	0	100.00%
55301	POSTAGE	35,531	0	35,531	20,788	14,743	0	100.00%
55302	TELEPHONE	77,145	0	77,145	77,145	0	0	100.00%

*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	5,000	0	5,000	3,949	0	1,051	78.97%
55505	PRINTING	51,372	0	51,372	37,737	0	13,635	73.46%
55600	TUITION	35,000	0	35,000	1,300	950	32,750	6.43%
55610	TUITION TO IN STATE DIST	796,641	-56,000	740,641	613,078	9,589	117,974	84.07%
55630	TUITION TO PRIVATE SOURCES	1,540,697	0	1,540,697	1,336,128	58,477	146,092	90.52%
55800	TRAVEL	51,269	-4,440	46,829	22,377	2,392	22,060	52.89%
56100	GENERAL INSTRUCTIONAL SUPPLIES	168,242	-635	167,607	119,329	6,853	41,424	75.28%
56110	INSTRUCTIONAL SUPPLIES	415,078	-4,514	410,565	300,380	10,826	99,359	75.80%
56120	ADMIN SUPPLIES	28,397	0	28,397	18,668	3,238	6,491	77.14%
56210	NATURAL GAS	194,960	0	194,960	164,490	30,470	0	100.00%
56220	ELECTRICITY	964,971	0	964,971	752,091	212,880	1	100.00%
56230	PROPANE	4,500	0	4,500	1,882	998	1,620	63.99%
56240	OIL	205,437	0	205,437	141,263	64,174	0	100.00%
56260	GASOLINE	33,246	0	33,246	9,375	15,119	8,752	73.68%
56290	FACILITIES SUPPLIES	308,111	0	308,111	265,569	32,618	9,924	96.78%
56291	MAINTENANCE COMPONENTS	15,000	0	15,000	14,650	43	307	97.95%
56292	UNIFORMS/ CONTRACTUAL	14,200	0	14,200	12,763	128	1,309	90.78%
56293	GROUNDKEEPING SUPPLIES	22,750	0	22,750	9,053	7,991	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	14,812	31,678	3,950	92.17%
56420	LIBRARY BOOKS	58,696	520	59,216	59,216	0	0	100.00%
56430	PERIODICALS	19,157	-475	18,682	14,656	2,560	1,465	92.16%
56460	WORKBOOKS	13,916	0	13,916	13,904	0	12	99.92%
56500	SUPPLIES - TECH RELATED	44,346	1,376	45,722	24,266	5,469	15,986	65.04%
57340	COMPUTERS/TECH HARDWARE	14,100	0	14,100	9,853	32	4,214	70.11%
57345	INSTRUCTIONAL EQUIPMENT	8,140	0	8,140	3,010	3,430	1,699	79.12%
57400	GENERAL EQUIPMENT	49,683	60,248	109,931	86,726	21,180	2,025	98.16%
57500	FURNITURE AND FIXTURES	12,124	-1,500	10,624	3,510	360	6,754	36.42%
58100	DUES & FEES	88,621	-1,556	87,065	86,173	0	892	98.98%
EXPENDITURE TOTAL		64,933,325	0	64,933,325	61,142,980	1,872,127	1,918,218	97.05%



REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-533,633	0	-533,633	-700,575	0	166,942	131.28%
43105	MEDICAID REIMBURSEMENT	-51,000	0	-51,000	-39,626	0	-11,374	77.70%
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	-30,961	0	-33,863	47.76%
44862	SCHOOL MUSICAL TICKET SALES	-10,000	0	-10,000	0	0	-10,000	0.00%
REVENUE TOTAL		-892,633	0	-892,633	-877,734	0	-14,899	98.33%

GRAND TOTAL	64,040,692	0	64,040,692	60,265,246	1,872,127	1,903,319	97.03%
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<u>BOE Capital Reserve Acct #43020000-10101</u>	
Total as of 6/30/20	549,897

<u>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
CONTRIBUTION - <u>FROM TOWN DATED 6/4/20</u>	50,000
Total as of 6/30/20	160,225



PURCHASE RESOLUTION D - 736

AGENDA ITEM 4B-2
JULY 2020 MEETING

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
GENERAL	NMHS	COLLEGE ENTRANCE EXAMINATION BOARD	AP EXAMINATION FEE'S	\$ 22,750.00	53200
GENERAL	SPED	EDUCATION WITHOUT WALLS	SETTLEMENT AGREEMENT FOR TUITION 19-20	\$ 18,225.00	55630
GENERAL	NMHS	CANTERBURY SCHOOL	ICE RINK RENTAL FEES FROM 11/27/19 - 3/5/20	\$ 16,145.00	54420
GENERAL	SPED	DANA JOHNSON LAW OFFICES	SETTLEMENT AGREEMENT FOR TUITION 19-20	\$ 15,000.00	55630
GENERAL	SPED	DANA JOHNSON LAW OFFICES	SETTLEMENT AGREEMENT FOR TUITION 19-20	\$ 15,000.00	55630
GENERAL	SPED	DANBURY PUBLIC SCHOOLS	MAGNET SCHOOL TUITION 19-20	\$ 15,000.00	55610
GENERAL	TECHNOLOGY	PEAR DECK, INC.	PRESENTATION TOOL FOR GOOGLE PLATFORM	\$ 11,840.00	57400
GENERAL	TECHNOLOGY	EDUCATIONAL TECH AND LIFE CORP.	LEVEL ONE GOOGLE CERTIFICATION CLASS (2 SESSIONS)	\$ 11,400.00	57400
GRANT	ADULT ED	CDW GOVERNMENT, INC.	CHROMEBOOKS AND LICENSES (40 UNITS)	\$ 9,160.00	57340
GENERAL	SPED	CHILDREN'S CENTER OF HAMDEN	SETTLEMENT AGREEMENT FOR TUITION 19-20	\$ 8,868.93	55630
GENERAL	TECHNOLOGY	SHI INTERNATIONAL CORP.	ADOBE DIGITAL SIGNATURE PROGRAM	\$ 7,735.00	57400
GENERAL	SPED	DANA JOHNSON LAW OFFICES	SETTLEMENT AGREEMENT FOR TUITION 19-20	\$ 7,500.00	55630



BUDGET TRANSFER REQUESTS

AGENDA ITEM 4B-3
JULY 2020 MEETING

	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
Requesting Approval Across MOC	FISCAL-1	BACKFILL TO RESOLVE OVERDRAWN ACCOUNT DUE TO ADDITIONAL LEGAL FEES THAT WE HAVE BEEN BILLED FOR TO DATE FOR THE 19/20 FISCAL YEAR.	\$35,846.00	DISTRICT	BAZ25043 FISCAL SERVICES	52200 FICA	DISTRICT	BAZ23143 BOARD OF EDUCATION	53010 LEGAL SERVICES

	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
Informational Within Major Object Code	FAC-1	TURF FIELD REPAIRS	\$1,000.00	HPS	BFA26243 FACILITIES	54301 REPAIRS AND MAINTENANCE	NMHS	BFE26243 FACILITIES	54301 REPAIRS AND MAINTENANCE
			\$1,500.00	NES	BFB26243 FACILITIES				
			\$1,000.00	SMS	BFD26243 FACILITIES				
	FAC-2	SMS ELEVATOR SERVICE CALL	\$2,000.00	SNIS	BFF26243 FACILITIES	54301 REPAIRS AND MAINTENANCE	SMS	BFD26243 FACILITIES	54301 REPAIRS AND MAINTENANCE
	FISCAL-2	BACKFILL TO RESOLVE OVERDRAWN ACCOUNT DUE TO INCREASED NUMBER OF PENSION QUOTE REQUESTS FROM PERSPECTIVE EMPLOYEES WISHING TO RETIRE COSTS THROUGH FISCAL YEAR END.	\$2,531.00	DISTRICT	BAZ25043 FISCAL SERVICES	52200 FICA	DISTRICT	BAZ25043 FISCAL SERVICES	52300 PENSION
	FISCAL-3	BACKFILL TO RESOLVE OVERDRAWN ACCOUNT DUE TO INCREASED UNEMPLOYMENT COSTS THROUGH FISCAL YEAR END.	\$3,920.00	DISTRICT	BAZ25043 FISCAL SERVICES	52200 FICA	DISTRICT	BAZ25043 FISCAL SERVICES	52600 UNEMPLOYMENT

**New Milford Board of Education
Policy Sub-Committee Minutes
July 7, 2020
By Zoom Virtual Meeting**

Present: Mrs. Angela C. Chastain, Chairperson
Mrs. Wendy Faulenbach
Mrs. Tammy McInerney

Absent: Mrs. Cynthia Nabozny

Also Present: Dr. Kerry Parker, Superintendent of Schools
Ms. Alisha DiCorpo, Assistant Superintendent of Schools
Mr. Brandon Rush, Director of Technology
Ms. Ellamae Baldelli, Director of Human Resources

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TOWN CLERK

2020 JUL -8 P 12:04

NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mrs. Chastain, via Zoom Virtual Meeting.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Policies for Review: 1. 6141.321-4118.4-4218.4 Responsible Use of Technology, Social Media, and District Network Systems • Mrs. Faulenbach noted that this policy is for second review and asked if the intent was to send it on to the full Board for second review as well. Dr. Parker said yes, with August approval by the Board as the goal. • Mr. Rush said he had provided the high school paperwork regarding textbook obligations. That replacement amount is based on the cost of a new textbook. That would be the same case for Chromebooks; replacement cost would be based on most current model, which is similar to what other districts do.	Discussion and Possible Action A. Policies for Review: 1. 6141.321-4118.4-4218.4 Responsible Use of Technology, Social Media, and District Network Systems

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| | <ul style="list-style-type: none">• Mrs. McNerney said the only additional change appears to be striking out the student signature at the end of Appendix C, regarding liability for payment if lost or damaged. She said she liked that student initials are still required in all other areas since it is important for them to take responsibility for use and care.• Mr. Rush said the district will purchase additional equipment for this year to cover breakage. Ten Chromebooks have been returned so far cracked. Following this year, the district is looking into implementing an insurance policy opt in for families that would provide unlimited replacement in the event of damage at a cost of \$25.• Ms. DiCorpo said the district is setting funds aside during this gap year when insurance is not offered so that families who may not be able to afford replacement will be covered. She said Mr. Rush is looking at Free and Reduced Lunch data for planning purposes.• Mrs. Chastain said she is hopeful that the threat alone of having to pay may be enough for families to understand the financial responsibility to start.• Dr. Parker said it is the district's responsibility also to educate students at the beginning of the year on how to take ownership and responsibility for care and use.• Ms. DiCorpo said each student will take a letter home with their materials to understand what they have and how to use it. She asked if families will be allowed to purchase additional Chromebooks, beyond the one per student, if they wish. She said she was thinking specifically of the case where a family might have a shared custody agreement.• Mr. Rush said that might be difficult since the district needs to "own" all Chromebooks for licensing and set up.• Mrs. McNerney suggested a rental fee for a second Chromebook.• Dr. Parker said all students will be expected to | |
|--|--|--|

	<p>take their materials home every day in case of an unexpected closing, so this shouldn't be an issue.</p> <ul style="list-style-type: none">• Mrs. Faulenbach said she agreed with the one student, one Chromebook thought, but could see requests coming.• Mrs. Chastain asked if there was any data from other districts regarding breakage percentage. Mr. Rush said he would reach out and ask.• Mrs. Faulenbach suggested that the insurance be presented in the form of a waiver to families when it is offered, so that they must either purchase the insurance or officially decline. That way the district is covered either way.• Mrs. Faulenbach asked if employees are required to sign the agreement annually. Ms. Baldelli said they are.• Mrs. McInerney asked if the plan is still to have all outstanding Chromebooks returned in August, and also asked how many have already been returned. Mr. Rush said that is still the plan and so far only 20 to 30 of the over 800 Chromebooks distributed have been returned.• Mrs. McInerney offered Board help with redistribution if needed. <p>Mrs. Faulenbach moved to bring Policy 6141.321-4118.4-4218.4 Responsible Use of Technology, Social Media, and District Network Systems, as presented, to the Board for second review, seconded by Mrs. McInerney.</p> <p>The motion passed unanimously.</p> <p>2. 9320 Meetings of the Board 3. 9325 Meeting Conduct</p> <ul style="list-style-type: none">• Mrs. Chastain said the suggested revision is the same for each policy, as is the new wording.• Dr. Parker said this is similar to what the Town does and applies to the opportunity for stakeholders in New Milford, whether they are residents or staff, to speak.	<p>Motion made and passed unanimously to bring 6141.321-4118.4-4218.4 Responsible Use of Technology, Social Media, and District Network Systems, as presented, to the Board for second review.</p> <p>2. 9320 Meetings of the Board 3. 9325 Meeting Conduct Systems</p>
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	<ul style="list-style-type: none"> • Mrs. Faulenbach said she thought the legal guidance does a good job of protecting the rights of the general public and Roberts Rules of Order, while prioritizing the ability of stakeholders to speak and helping to keep meetings timely. • Mrs. McInerney asked what precipitated the change since she doesn't believe this has been a problem in the past. She said she does not have a problem with adding the clarity but that occasionally a parent with children in our schools is not a resident. She wants to make sure that parent would be able to speak. • Mrs. Chastain said the wording could be tweaked if the Board wishes. • Mrs. Faulenbach said she likes the additional wording, since it takes some of the burden off the Chair and Parliamentarian to "write the rules as they go". She thinks it may help make these meetings, which take place in public, more effective. She suggested the revision be moved forward to the full Board for further discussion. <p>Mrs. McInerney moved to bring Policies 9320 Meetings of the Board and 9325 Meeting Conduct to the Board for first review, seconded by Mrs. Faulenbach.</p> <p>The motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring Policies 9320 Meetings of the Board and 9325 Meeting Conduct to the Board for first review.</p>
4.	<p>Items for Information and Discussion</p> <p>A. Title IX policies and regulations</p> <ul style="list-style-type: none"> • Dr. Parker said there are many changes coming to Title IX due to legal requirements. Both Ms. DiCorpo and Ms. Baldelli attended a recent training. • Ms. DiCorpo said the changes are due to go into effect on August 14, 2020. They will require training for all administrators and eventually all staff at the start of school. There 	<p>Items for Information and Discussion</p> <p>A. Title IX policies and regulations</p>

New Milford Board of Education
Policy Sub-Committee Minutes
July 7, 2020
By Zoom Virtual Meeting

Page 5

	are significant changes to the laws, terminology, grievance procedures, roles and responsibilities of staff. She and Ms. Baldelli are working with legal counsel to get questions answered before bringing policies to the Board for approval.	
5.	Public Comment <ul style="list-style-type: none">• There was none.	Public Comment
6.	Adjourn Mrs. McInerney moved to adjourn the meeting at 7:23 p.m. seconded by Mrs. Faulenbach and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:23 p.m.

Respectfully submitted:



Angela C. Chastain, Chairperson
Policy Sub-Committee

**New Milford Board of Education
Facilities Sub-Committee Minutes
July 14, 2020
By Zoom Virtual Meeting**

RECEIVED
TOWN CLERK

2020 JUL 15 P 1:02

NEW MILFORD, CT

Present: Mr. Brian McCauley, Chairperson
Mr. Pete Helmus
Mrs. Eileen P. Monaghan
Mrs. Olga I. Rella

Also Present: Dr. Kerry Parker, Superintendent
Mr. Kevin Munrett, Facilities Director
Mr. Nestor Aparicio, Assistant Facilities Director
Mr. Anthony Giovannone, Director of Operations and Fiscal Services
Ms. Alisha DiCorpo, Assistant Superintendent
Ms. Ellamae Baldelli, Director of Human Resources
Mr. Brandon Rush, Technology Director
Mrs. Laura Olson, Director of Pupil Personnel and Special Services

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. McCauley, via Zoom Virtual Meeting.	Call to Order
2.	Public Comment <ul style="list-style-type: none">• Joe Failla said he participated in a Technology Envisioning meeting today where they talked about the need for 1200 Chromebooks for back to school. He is concerned about the time constraints, since they have not been ordered for purchase yet.• Angela Herdter, SMS teacher, said she was concerned about the lack of air conditioning in SMS classrooms, which has been an ongoing problem for years. She wanted to know what she needed to do to get the problem taken care of. She said it will be even worse this fall when students are required to wear masks.• Kim Foss, SMS teacher, agreed with Ms. Herdter and said the temperature issues do not allow for an environment conducive to learning.• Laurie St. Germaine, SMS teacher, said hot classrooms are an issue. In the past, the class has moved to a cooler area in the building, but	Public Comment

	<p>that won't be possible with current restrictions.</p> <ul style="list-style-type: none"> • Jill Ross, NMHS teacher, said she taught at SMS for 25 years previously, and heat is definitely an issue. She asked that COVID relief funds be used to address the issue and in the meantime suggested half days may be necessary. 	
3.	<p>Items for Information and Discussion</p> <p>A. NV5 Update</p> <ul style="list-style-type: none"> • Mr. Munrett said the initial data assembly is complete and there is a meeting this Thursday to go over submittals, with project implementations starting in January. • Mrs. Monaghan said she hoped any work would be while students are not in session. She asked if there are any implications for COVID-19. Mr. Munrett said there are different options to help mitigate COVID concerns and he hopes to know more on Thursday. <p>B. SNIS Elevator</p> <ul style="list-style-type: none"> • Mr. Munrett said this project is all but complete. The state inspector came today and the elevator passed inspection. They are just waiting on official paperwork, but it is ready for school opening. <p>C. SNIS Air Conditioner - Cafeteria</p> <ul style="list-style-type: none"> • Mr. Munrett said this project was scheduled to start today and should be complete by Thursday at the latest. • Mrs. Rella referenced the concerns about SMS air conditioning raised in public comment. She asked why a cafeteria unit was given preference over classrooms. Mr. Munrett said this is a replacement to an existing unit that failed, not a new system. Mr. Munrett said SMS was reviewed about four years ago and the project would have significant cost. Mrs. Rella said the 	<p>Items for Information and Discussion</p> <p>A. NV5 Update</p> <p>B. SNIS Elevator</p> <p>C. SNIS Air Conditioner - Cafeteria</p>

	<p>Board needs to review it again.</p>	
D.	<p>NMHS Tennis Courts</p> <ul style="list-style-type: none"> • Mr. Munrett said the Town authorized replacement and has allocated funds for the extensive work needed. The project should break ground in a few weeks. • Mrs. Monaghan asked if the funding was for the school and town courts both or just the school. Mr. Munrett said it is for the high school courts; the town courts are already complete. • Mr. McCauley said he has noted ponding on the courts after rain and asked if that would be addressed. Mr. Munrett said there would be some flattening of the surface but some ponding is natural after heavy rain. • Mr. Helmus said he would like to see the details of this Town funded project published, along with other projects like the high school roof. 	D.
E.	<p>Update on 2019-20 Capital Projects</p> <ul style="list-style-type: none"> • Mr. Munrett said they talked about the balances remaining for capital projects last month. He is looking for guidance as to how the Board wants to move forward. • Mr. Giovannne said there is some flexibility to move funds among the projects approved as 2019-20 capital projects but that any new, additional projects from the full Five Year Capital Plan would need to be approved by the Board and Town. • Mrs. Monaghan asked if the funds could be used towards air conditioning at SMS. Mr. Munrett said not without a new request. He said he could send the previous report on the project to the Board. • Mr. McCauley said he would put the topic on next month's agenda. • Dr. Parker noted that the two elementary schools were not air conditioned either. • Mrs. Rella said if the previous study did not include the elementary schools, she would like 	E.

	<p>them added for discussion.</p> <ul style="list-style-type: none"> • Mr. McCauley said he would request that the Chair add 2019-20 Capital Projects to next week's full Board agenda so that the Board may discuss what to do with the balance. <p>F. Memorial Site at SNIS</p> <ul style="list-style-type: none"> • Mr. Munrett said this donation does not require Board approval but he wanted the Board to be aware of the project. • The committee agreed this is a wonderful project which they wholeheartedly support. <p>G. School Reopening Guidelines for 2020-21</p> <ul style="list-style-type: none"> • Mr. Munrett said COVID-19 and reopening planning has been ongoing for months internally. The Facilities Envisioning subgroup has had four weekly meetings. They are funneling information to help guide the overall reopening plan. • Mr. McCauley said there will be more information on Friday when the plan is released. <p>H. Municipal Building Committee (MBC) Projects</p> <ul style="list-style-type: none"> • Mr. Munrett said the MBC meets this Thursday. He said the Town has approved funding for the high school roof. It will be a standing seam replacement, which was the Board preference. He said an engineering firm has been selected for the SNIS oil tank review. 	<p>F. Memorial Site at SNIS</p> <p>G. School Reopening Guidelines for 2020-21</p> <p>H. Municipal Building Committee (MBC) Projects</p>
4.	<p>Public Comment</p> <ul style="list-style-type: none"> • Angela Herdter said she was confused about the procedure to get the air conditioning moving along for SMS and is still looking for guidance. • Dr. Parker said Ms. Herdter brought the subject up tonight in public comment and it was clear that the Committee heard her but that there is a 	<p>Public Comment</p>

**New Milford Board of Education
Facilities Sub-Committee Minutes
July 14, 2020
By Zoom Virtual Meeting**

Page 5

	<p>process to follow. It will now be a topic for the Facilities Committee to discuss going forward.</p> <ul style="list-style-type: none">• Kim Foss asked about temporary fixes in the meantime, whether that be rental units or half days.	
5.	<p>Adjourn</p> <p>Mrs. Monaghan moved to adjourn the meeting at 7:29 p.m., seconded by Mrs. Rella and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:29 p.m.</p>

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Minutes
July 14, 2020
By Zoom Virtual Meeting**

RECEIVED
TOWN CLERK

2020 JUL 15 P 1:02

NEW MILFORD, CT

Present: Mrs. Wendy Faulenbach, Chairperson
Mr. Pete Helmus
Mrs. Eileen P. Monaghan
Mrs. Olga I. Rella

Also Present: Dr. Kerry Parker, Superintendent
Ms. Alisha DiCorpo, Assistant Superintendent
Ms. Ellamae Baldelli, Director of Human Resources
Mr. Anthony Giovannone, Director of Fiscal Services and Operations
Mrs. Laura Olson, Director of Pupil Personnel and Special Services
Mr. Kevin Munrett, Facilities Director
Mr. Brandon Rush, Director of Technology

1.	Call to Order The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mrs. Faulenbach, via Zoom Virtual Meeting.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Discussion and Possible Action A. Bid Award 1. Recommendation for Award Bid #E-1920-112219 – Student Information System <ul style="list-style-type: none"> Mr. Rush said the district is in the last year of the contract with the current vendor, Rediker. Both staff and families have expressed dissatisfaction with the current system. A SIS Search Committee was formed. They developed a series of desired features for the SIS. A staff survey was also done. The RFP went out in December and three vendors responded. Demos were conducted in March. Of the 133 features requested, PowerSchool met 132 of them standard, well above the other vendors. Mr. Rush said of the 169 school districts in Connecticut, 140 use PowerSchool. There is a strong users group. PowerSchool 	Discussion and Possible Action A. Bid Award 1. Recommendation for Award Bid #E-1920-112219 – Student Information System

	<p>supports integration with other district programs. Reference checks were good.</p> <ul style="list-style-type: none"> • Mrs. Rella said she has used both Rediker and PowerSchool and PowerSchool is an excellent choice. • Mr. Helmus said he appreciates the detailed analysis and would like to see the presentation available to the public for transparency. • Mrs. Faulenbach asked about the length of the contract. Mr. Rush said it is three years. • Mrs. Faulenbach asked about the cost breakdown. Mr. Rush said there was a deferral of some cost from the first year, that had been discussed during budget adjustments. For 2020-21, there is a \$25,000 cost out of the total \$55,033 implementation fee, with the rest due in 2021-22. There is also an annual fee of \$40,193. • Mrs. Faulenbach asked about costs for customization. Mr. Rush said that would be true with an SIS modules, but that sometimes those costs are offset by savings elsewhere. <p>Mr. Helmus moved to bring the bid award for the Student Information System to PowerSchool to the full Board for approval.</p> <p>Motion seconded by Mrs. Monaghan.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the bid award for the Student Information System to PowerSchool to the full Board for approval.</p>
4.	<p>Items of Information</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said the Board has authorized the Superintendent to approve personnel decisions and purchasing over the summer months so Exhibit A and the Monthly Reports are Items of Information in the summer. <p>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p> <ul style="list-style-type: none"> • There were no questions. 	<p>Items of Information</p> <p>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence</p>

B.	Monthly Reports <ol style="list-style-type: none">1. Budget Position dated June 30, 20202. Purchase Resolution D-7363. Request for Budget Transfers <ul style="list-style-type: none">• Mr. Giovannone said these reports are as of June 30. Bills still trickle in through August. The \$1.9 million available balance should be accurate for 2019-20. He highlighted the major categories that led to the balance. Certified salaries reflect comings and goings throughout the year, as well as vacancies. Non-certified salaries also reflect replacements and vacancies, but also overtime not expended due to school closing. The Benefits balance is closely tied to FICA, which is a reflection of the unused overtime. Health insurance is still encumbered as we wait on final billing. This is the first year for this plan so there may be some movement here, but the balance will be sufficient to cover it. Professional services has a larger than normal balance in spite of higher legal expenses, due to adjustments made as a result of the Governor's Executive Order 7R. The Securitas safety monitors were not paid during the closing of schools and the district negotiated a lower rate with student care workers. Property services has a larger than normal balance due to less water/trash/repairs during closure. The balance in Other Services is primarily due to the negotiated rate with the bus contract, less ODP costs, less printing and less travel.• Mrs. Faulenbach asked about the number of ODP placeholders. Mr. Giovannone said he did not know if the balance was a result of fewer placeholders used or less costs within placements. He said he would have that information for the full Board meeting.• Regarding the supply line balance, Mr. Giovannone said this was a result of fewer instructional supplies ordered during the last third of the year, as well as utility savings while closed.	B. Monthly Reports <ol style="list-style-type: none">1. Budget Position dated June 30, 20202. Purchase Resolution D-7363. Request for Budget Transfers
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- Mrs. Faulenbach asked what percent of the savings were supplies versus utilities. Mr. Giovannone said supplies were roughly 50%.
- Mr. Helmus said he remembered strong opposition to cutting instructional supplies for this coming year during budget adjustments and yet there is a large balance here towards the end of the year.
- Mr. Giovannone said there was a conscious decision made to halt ordering when schools closed, in case balance were needed for COVID-19 remediation. The balance is not reflective of a lack of need but due diligence for the uncertainties going forward.
- Mr. Giovannone said the balance in capital is due to back ordered, canceled items. Dues and Fees are online with budgeted amounts. Revenue reflects greater than anticipated excess cost but other declining revenues from areas such as EXCEL tuition, building use, parking permits, etc.
- Mr. Giovannone said the Turf Field account reflects a \$50,000 deposit by the Town.
- Mr. Helmus asked if the Town was up to date on contributions. Mr. Giovannone said he did not know; this is the only deposit to the account of which he is aware.
- Mrs. Faulenbach said they had asked previously about these deposits and that they could double check once more.
- Mrs. Monaghan asked what the plan is for the \$1.9 million balance.
- Mrs. Faulenbach said the Board has already approved that it will go into the newly established COVID-19 account and, if not fully expended, requested to go to Capital Reserve.
- Mrs. Rella said there had been public discussion about additional government funding coming.
- Mr. Giovannone said he was not aware of any new funding approved.
- Mr. Helmus cautioned that government funding is not always readily available even when approved so it shouldn't be used for hard

	<p>planning.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach agreed and referenced the security grant, which took over two years to come through. She said that while it is important to do due diligence regarding possible funding sources, it can be a long process. 	
C.	<p>Update on Bid #E-1920-103119 – Digital Copiers</p> <ul style="list-style-type: none"> • Mr. Rush said they are planning to rebid this project in January. This provides time to evaluate usage, and add data for consideration. • Mrs. Faulenbach said she thought this was a wise move and it also brings this large expenditure closer to budget deliberations. • Mrs. Rella said moving to 1:1 technology may change the need for this service so it is good to wait. • Mr. Helmus asked if there was any stated district philosophy in support of going paperless, and suggested if not, that the district is behind the times. • Mr. Rush said he recommends that it be included in any future Technology Plan. 	<p>C. Update on Bid #E-1920-103119 – Digital Copiers</p>
D.	<p>COVID Related Expenses</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said the establishment of the COVID-19 account was requested by the Board and approved by Town Council and Board of Finance. • Mr. Giovannone said \$750,000 in BOE initial funds had been deposited into the COVID account by the Town for use, with additional funds from the BOE year end balance to come. • Mrs. Faulenbach asked when additional funds from the year end balance will be added. Mr. Giovannone said he had made a request to the Town Finance Director and was told future installments are based on cash flow, specifically due to tax deferrals. The Finance Director said he would know more at the end of July. Mr. Giovannone said the Administrative 	<p>D. COVID Related Expenses</p>

	<p>Cabinet group has been meeting to identify needs. Those needs currently exceed \$750,000, so prioritization is necessary based on different models. Items include PPEs, facility upgrades and technology purchases.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked if the Board would see expenditures and approve them. Mr. Giovannone said they would follow the same policy as with the general fund. The Superintendent has been given authority to make purchases during the summer months, but the Board will still see the Monthly Reports as items of information. The oversight and transparency are still there. • Mrs. Faulenbach asked about the CARES Act funding. Mr. Giovannone said there has been an additional set aside for equitable services for non-public schools that has to be factored into the application. The application has since been removed from the website, so there has been no action here as yet. • Mrs. Faulenbach asked if the money will go into a separate account from the COVID account when it is approved. Mr. Giovannone said it will, per auditors' instructions. 	
5.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	Public Comment
6.	<p>Adjourn</p> <p>Mrs. Monaghan moved to adjourn the meeting at 8:43 p.m. seconded by Mrs. Rella and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:43 p.m.</p>

Respectfully submitted:



Wendy Faulenbach, Chairperson
Operations Sub-Committee