

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

OPERATIONS SUB-COMMITTEE
MEETING NOTICE

DATE:	February 9, 2021
TIME:	7:30 P.M.
PLACE:	Sarah Noble Intermediate School Library Media Center

While this is an in-person meeting for Board of Education members and district staff, due to COVID-19 restrictions on capacity and social distancing requirements that make public attendance impossible, members of the public will be permitted to attend the meeting via the Zoom link provided below.

There will be live public comment offered through the Zoom format for items on the agenda. Public comment may also be emailed to suptoffice@newmilfordps.org for distribution to Board members no later than 3 PM of the meeting date.

Join Zoom Meeting

<https://zoom.us/j/95526060205?pwd=U1hCbllYmIwZ3dHS0hiYVNTUTdVQT09>

Meeting ID: 955 2606 0205

Passcode: 209937

One tap mobile

+19292056099,,95526060205#,,,,*209937# US (New York)

+13017158592,,95526060205#,,,,*209937# US (Washington D.C)

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Meeting ID: 955 2606 0205

Passcode: 209937

Find your local number: <https://zoom.us/j/abqFGq3u3K>

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:

RECEIVED
TOWN CLERK
2021 FEB -5 A 9:56
NEW MILFORD, CT

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

3. Discussion and Possible Action

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence
- B. Monthly Reports
 - 1. Budget Position dated January 31, 2021
 - 2. Purchase Resolution D-743
 - 3. Request for Budget Transfers
- C. Gifts & Donations
 - 1. New Milford PTO – Exhibit B
 - 2. Scholastic Books
 - 3. Anonymous Donor
- D. Staff Laptop COVID-19 Equipment Request
- E. COVID-19 Related Materials Request
- F. Human Resources Support Proposal
- G. Lillis Building

4. Items of Information

- A. Grant Update – No Kid Hungry
- B. ESSER II Funding
- C. Town of New Milford Audit Report dated June 30, 2020
- D. NMPS 2021-2022 School Calendar

5. Public Comment

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

6. Adjourn

Sub-Committee Members: Wendy Faulenbach, Chairperson
Pete Helmus
Eileen P. Monaghan
Cynthia Nabozny

Alternates: Olga I. Rella
Joseph Failla

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
New Milford, Connecticut
February 23, 2021

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

1. None

2. CERTIFIED STAFF

b. NON-RENEWALS

1. None

3. CERTIFIED STAFF

c. APPOINTMENTS

1. None

4. MISCELLANEOUS STAFF

a. RESIGNATIONS

1. None

5. MISCELLANEOUS STAFF

b. APPOINTMENTS

1. None

6. NON-CERTIFIED STAFF AND LICENSED STAFF

a. RESIGNATIONS

1. **Mr. Stephen Kurt**, Sanitation Attendant, Hill and Plain School effective February 5, 2021.

Personal Reasons

7. NON-CERTIFIED AND LICENSED STAFF

b. APPOINTMENTS

1. **Mr. Erik Byrnes**, Sanitation Attendant, Hill and Plain School effective March 1, 2021.
2. **Ms. Kimberly Hannigan**, Library Clerk, Hill and Plain School and Northville Elementary School effective on or about March 15, 2021.

\$15.00 per hour, 19 hours per week

Replacing: S. Kurt

\$17.41 per hour, Step 1, Class III
7 hours per day
School Year Secretary

Replacing: M. Jabbonsky

8. ADULT EDUCATION STAFF

a. RESIGNATIONS

1. None

9. ADULT EDUCATION STAFF

b. APPOINTMENTS

1. None

10. BAND STAFF

a. RESIGNATIONS

1. None

11. BAND STAFF

b. APPOINTMENTS

1. None

12. COACHING STAFF

a. RESIGNATIONS

1. None

13. COACHING STAFF

b. APPOINTMENTS

1. **Mrs. Eileen Fino**, Girls' and Boys' Intramural Unified Winter Sports Coach, Schaghticoke Middle School effective February 15, 2021.
2. **Mrs. Eileen Fino**, Girls' and Boys' Intramural Unified Spring Sports Coach, Schaghticoke Middle School effective April 15, 2021.

2020-2021 Stipend: \$992

Current staff member

2020-2021 Stipend: \$992

Current staff member

14. LEAVES OF ABSENCE

1. **Ms. Elizabeth Mott**, Paraeducator, New Milford High School requests an unpaid leave of absence from approximately April 7, 2021 through the end of the 2020-2021 school year.
2. **Ms. Elizabeth Mott**, Paraeducator, New Milford High School requests an unpaid leave of absence effective for the 2021-2022 school year.
3. **Mrs. Tracy Rossitto**, Grade 4 Teacher, Sarah Noble Intermediate School requests an unpaid leave of absence effective March 9, 2021 through the end of the 2020-2021 school year.

Unpaid leave

Unpaid leave

Unpaid leave



RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	29,661,381	0	29,661,381	14,746,980	14,451,644	462,756	98.44%
100'S	SALARIES - NON CERTIFIED	9,375,760	0	9,375,760	4,564,009	2,984,777	1,826,974	80.51%
200'S	BENEFITS	11,074,320	-3,000	11,071,320	7,310,108	3,111,292	649,921	94.13%
300'S	PROFESSIONAL SERVICES	3,811,054	7,580	3,818,634	2,079,482	1,194,334	544,818	85.73%
400'S	PROPERTY SERVICES	917,680	-150	917,530	489,149	164,346	264,035	71.22%
500'S	OTHER SERVICES	7,918,036	-2,000	7,916,036	4,437,970	2,667,913	810,153	89.77%
600'S	SUPPLIES	2,604,719	-3,936	2,600,783	1,133,058	1,024,561	443,164	82.96%
700'S	CAPITAL	10,627	0	10,627	51	3,018	7,558	28.88%
800'S	DUES AND FEES	91,305	1,506	92,811	63,500	1,092	28,219	69.60%
900'S	REVENUE	-1,000,107	0	-1,000,107	-56,168	0	-943,939	5.62%
GRAND TOTAL		64,464,776	0	64,464,776	34,768,140	25,602,978	4,093,658	93.65%

SALARIES - NON CERTIFIED BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	516,890	0	516,890	149,320	0	367,570	28.89%
51201	SALARIES - NON CERT - PARA EDUCATORS	2,049,757	0	2,049,757	902,096	901,348	246,313	87.98%
51202	SALARIES - NON CERT - SUBSTITUTES	894,478	0	894,478	341,760	0	552,718	38.21%
51210	SALARIES - NON CERT - SECRETARY	1,871,103	0	1,871,103	1,022,668	688,971	159,464	91.48%
51225	SALARIES - NON CERT - TUTORS	275,695	0	275,695	88,272	0	187,423	32.02%
51240	SALARIES - NON CERT - CUSTODIAL	1,909,059	0	1,909,059	1,032,831	652,509	223,719	88.28%
51250	SALARIES - NON CERT - MAINTENANCE	920,442	0	920,442	490,363	354,128	75,951	91.75%
51285	SALARIES - NON CERT - TECHNOLOGY	471,446	0	471,446	262,318	195,313	13,815	97.07%
51336	SALARIES - NON CERT - NURSES	466,890	0	466,890	274,382	192,508	0	100.00%
TOTAL		9,375,760	0	9,375,760	4,564,009	2,984,777	1,826,974	80.51%

BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	610,906	-18,000	592,906	292,742	0	300,164	49.37%
52201	BENEFITS - MEDICARE	522,583	0	522,583	271,166	0	251,417	51.89%
52300	BENEFITS - PENSION	879,067	0	879,067	879,067	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	15,000	15,000	30,000	16,402	13,598	0	100.00%
52810	BENEFITS - HEALTH INSURANCE	8,323,495	0	8,323,495	5,395,974	2,927,521	0	100.00%
52820	BENEFITS - DISABILITY INSURANCE	125,000	0	125,000	61,862	40,884	22,254	82.20%
52830	BENEFITS - LIFE INSURANCE	142,000	0	142,000	60,949	44,187	36,863	74.04%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	456,269	0	456,269	331,946	85,101	39,222	91.40%
TOTAL		11,074,320	-3,000	11,071,320	7,310,108	3,111,292	649,921	94.13%

*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	29,661,381	0	29,661,381	14,746,980	14,451,644	462,756	98.44%
51200	NON-CERTIFIED SALARIES	9,375,760	0	9,375,760	4,564,009	2,984,777	1,826,974	80.51%
52000	BENEFITS	11,074,320	-3,000	11,071,320	7,310,108	3,111,292	649,921	94.13%
53010	LEGAL SERVICES	218,945	0	218,945	181,896	37,049	0	100.00%
53050	CURRICULUM DEVELOPMENT	85,000	0	85,000	26,304	4,500	54,196	36.24%
53200	PROFESSIONAL SERVICES	2,070,915	5,180	2,076,095	1,112,924	798,928	164,244	92.09%
53201	MEDICAL SERVICES - SPORTS	30,500	0	30,500	13,821	0	16,679	45.31%
53210	TIME & ATTENDANCE SOFTWARE	11,500	0	11,500	3,744	0	7,756	32.56%
53220	IN SERVICE	117,175	-600	116,575	6,253	26,808	83,514	28.36%
53230	PUPIL SERVICES	597,574	0	597,574	339,034	173,478	85,062	85.77%
53300	OTHER PROF/ TECH SERVICES	58,470	0	58,470	23,157	6,107	29,207	50.05%
53310	AUDIT/ACCOUNTING	45,000	3,000	48,000	48,000	0	0	100.00%
53500	TECHNICAL SERVICES	248,490	0	248,490	216,903	9,610	21,977	91.16%
53530	SECURITY SERVICES	214,385	0	214,385	60,161	137,855	16,369	92.36%
53540	SPORTS OFFICIALS SERVICES	113,100	0	113,100	47,286	0	65,814	41.81%
54101	CONTRACTUAL TRASH PICK UP	94,853	0	94,853	42,823	36,017	16,013	83.12%
54301	REPAIRS & MAINTENANCE	468,423	0	468,423	271,421	51,291	145,711	68.89%
54302	FIRE / SECURITY MAINTENANCE	2,500	0	2,500	1,129	0	1,371	45.17%
54303	GROUPS MAINTENANCE	13,000	0	13,000	4,585	893	7,522	42.14%
54310	GENERAL REPAIRS	44,440	-150	44,290	12,361	2,504	29,424	33.56%
54320	TECHNOLOGY RELATED REPAIRS	32,847	0	32,847	5,643	1,120	26,083	20.59%
54411	WATER	68,195	0	68,195	22,926	31,383	13,887	79.64%
54412	SEWER	15,559	0	15,559	15,559	0	0	100.00%
54420	LEASE/RENTAL EQUIP/VEH	177,863	0	177,863	112,703	41,137	24,023	86.49%
55100	PUPIL TRANSPORTATION - OTHER	88,250	0	88,250	16,294	54,292	17,664	79.98%
55101	PUPIL TRANS - FIELD TRIP	25,450	-2,000	23,450	0	0	23,450	0.00%
55110	STUDENT TRANSPORTATION	4,693,947	0	4,693,947	2,602,613	1,459,514	631,821	86.54%
55190	STUDENT TRANSPORTATION PURCHAS	750	0	750	0	0	750	0.00%
55200	GENERAL INSURANCE	287,493	0	287,493	287,493	0	0	100.00%
55300	COMMUNICATIONS	50,240	0	50,240	29,818	16,301	4,121	91.80%
55301	POSTAGE	33,255	0	33,255	8,987	24,268	0	100.00%
55302	TELEPHONE	78,498	0	78,498	59,186	19,312	0	100.00%



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	6,000	0	6,000	552	0	5,448	9.20%
55505	PRINTING	52,129	0	52,129	14,877	3,077	34,175	34.44%
55600	TUITION - TRAINING	35,000	0	35,000	0	0	35,000	0.00%
55610	TUITION - PUBLIC PLACEMENTS	790,273	0	790,273	487,238	270,761	32,274	95.92%
55630	TUITION - PRIVATE PLACEMENTS	1,727,602	0	1,727,602	925,121	814,231	-11,751	100.68%
55800	TRAVEL	49,149	0	49,149	5,791	6,157	37,201	24.31%
56100	GENERAL INSTRUCTIONAL SUPPLIES	167,326	0	167,326	68,881	24,940	73,505	56.07%
56110	INSTRUCTIONAL SUPPLIES	405,132	-4,997	400,135	224,082	51,972	124,081	68.99%
56120	ADMIN SUPPLIES	29,788	0	29,788	10,941	3,711	15,136	49.19%
56210	NATURAL GAS	188,000	0	188,000	81,171	106,829	0	100.00%
56220	ELECTRICITY	974,971	0	974,971	360,017	574,542	40,412	95.86%
56230	PROPANE	3,870	0	3,870	944	2,805	121	96.87%
56240	OIL	207,901	0	207,901	59,577	81,686	66,638	67.95%
56260	GASOLINE	27,186	0	27,186	5,343	21,843	0	100.00%
56290	FACILITIES SUPPLIES	311,190	0	311,190	121,376	124,385	65,429	78.97%
56291	MAINTENANCE COMPONENTS	15,650	0	15,650	6,964	3,920	4,765	69.55%
56292	UNIFORMS/ CONTRACTUAL	13,000	0	13,000	9,211	3,475	314	97.58%
56293	GROUNDKEEPING SUPPLIES	23,060	0	23,060	6,040	4,789	12,231	46.96%
56410	TEXTBOOKS	57,036	4,810	61,846	35,795	13,969	12,082	80.46%
56411	CONSUMABLE TEXTS	102,146	0	102,146	100,019	0	2,127	97.92%
56420	LIBRARY BOOKS	31,000	0	31,000	16,922	4,736	9,342	69.87%
56430	PERIODICALS	16,559	-4,000	12,559	6,256	0	6,303	49.81%
56460	WORKBOOKS	2,650	0	2,650	2,620	0	30	98.87%
56500	SUPPLIES - TECH RELATED	28,254	251	28,505	16,900	959	10,647	62.65%
57345	INSTRUCTIONAL EQUIPMENT	4,500	0	4,500	51	3,018	1,431	68.20%
57400	GENERAL EQUIPMENT	6,127	0	6,127	0	0	6,127	0.00%
58100	DUES & FEES	91,305	1,506	92,811	63,500	1,092	28,219	69.60%
EXPENDITURE TOTAL		65,464,883	0	65,464,883	34,824,308	25,602,978	5,037,597	92.30%



REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-625,225	0	-625,225	0	0	-625,225	0.00%
43105	MEDICAID REIMBURSEMENT	-60,507	0	-60,507	-8,068	0	-52,439	13.33%
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	-9,494	0	-45,506	17.26%
49102	BUILDING USE FEES (CUSTODIAL)	-27,951	0	-27,951	-5,606	0	-22,345	20.06%
44800	REGULAR ED TUITION	-114,400	0	-114,400	-18,000	0	-96,400	15.73%
44822	SPECIAL ED TUITION	-29,900	0	-29,900	-15,000	0	-14,900	50.17%
44860	ADMISSIONS/ATHLETIC GATE RECEIPTS	-25,400	0	-25,400	0	0	-25,400	0.00%
44861	PARKING PERMIT FEES	-59,824	0	-59,824	0	0	-59,824	0.00%
REVENUE TOTAL		-1,000,107	0	-1,000,107	-56,168	0	-943,939	5.62%

GRAND TOTAL	64,464,776	0	64,464,776	34,768,140	25,602,978	4,093,658	93.65%
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<u>BOE Capital Reserve Acct #43020000-10101</u>	
Total as of 1/31/21	550,620

<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 1/31/21	160,225



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

Funding	Location	Vendor Name	Description	Amount	Object Code	PO #
GENERAL	SPED	NORTH BRANFORD BOARD OF ED.	20/21 YEARLY - TUITION (2 STUDENTS)	\$ 43,632.40	55610	2102432
GRANT	SPED	MICHELINE HARKIN	A.T. CONSULTATIONS AND REPORTS FOR JULY - DECEMBER	\$ 10,660.00	53230	2102428
GENERAL	NMHS	SELECT PHYSICAL THERAPY	ATHLETIC TRAINING SERVICES - PAYMENT 1 OF 3	\$ 9,355.00	53201	2102341
GENERAL	SPED	TOLLAND PUBLIC SCHOOLS	20/21 YEARLY - TUITION (1 STUDENT)	\$ 8,586.00	55610	2102431
GENERAL	TECH	WHALLEY COMOPUTER ASSOCIATES	SONICWALL SECURITY LICENSE - 1YR	\$ 7,369.00	53300	2102313
GENERAL	NMHS	SANDY HOOK PROMISE FOUNDATION	WINGMAN PROGRAM SESSIONS IN 20/21	\$ 6,000.00	53200	2102555
GRANT	NMHS	EDADVANCE	HEALTHCARE SHADOWING PROGRAM	\$ 6,000.00	53220	2102550
GENERAL	NES	THE BOOKSOURCE	LIBRARY BOOKS AND CONSUMABLE TEXTS	\$ 5,782.12	56411/56420	2102497
GENERAL	HR	EDADVANCE	HR PROFESSIONAL SERVICES DURING DIRECTOR VACANCY/TRANSITION	\$ 5,625.00	53200	2102503

Funding	Location	Vendor Name	Description	Amount	Object Code	PO #
COVID EXP	TECH	CDW	TEACHER LAPTOPS (425)	\$ 403,750.00	57999	N/A
COVID EXP	TECH	OMNI DATA	WIRELESS ACCESS POINTS (65)	\$ 34,368.10	57999	N/A
COVID EXP	FAC	FW WEBB	WATER BOTTLE FILLING STATIONS & FILTERS (120)	\$ 20,110.20	57999	2102196
COVID EXP	FAC	WESCO	ADDITIONAL DESK SHIELDS (400)	\$ 15,868.00	57999	N/A
COVID EXP	FAC	N/A	ADDITIONAL SANITATION ATTENDANTS FOR ANTICIPATED REOPEN PK-2 (3)	\$ 14,535.00	51999	N/A
COVID EXP	TECH	IPEVO, INC.	HIGH DEFINITION USB CAMERAS (40)	\$ 4,122.79	57999	N/A
COVID EXP	TECH	CDW	ADMIN LAPTOPS (3)	\$ 2,943.34	57999	2102391
COVID EXP	TECH	CDW	WEB CAMERAS (50)	\$ 2,150.00	57999	N/A
COVID EXP	SPED	SCHOOL SPECIALTY	FLOOR MATS FOR SECLUSION ROOM	\$ 930.52	56999	2102423
COVID EXP	SPED	LAKESHORE EQUIPMENT COMPANY	INDIVIDUAL EDUCATIONAL TOYS FOR PRESCHOOL CLASSES	\$ 792.32	56999	2102399

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



BUDGET TRANSFER REQUESTS

AGENDA ITEM 3B-3
FEBRUARY 2021 MEETING

Requesting Approval Across MOC	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
				NONE AT THIS TIME					

Informational Within Major Object Code	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
				NONE AT THIS TIME					

New Milford PTO
Parent Teacher Organization
PO Box 1343
New Milford, CT 06776

1 February 2021

Ms. Alisha DiCorpo
Interim Superintendent
50 East Street
New Milford, CT 06776

Dear Ms. DiCorpo:

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

Schaghticoke Middle School:

*Field Trip Zoom: \$299.95

FieldTripZoom offers live and interactive, curriculum based educational programs on a one-on-one basis. A first-of-its-kind live streaming calendar with hundreds of live streaming events organized around the academic subject areas. Their lineup of content partners is an amazing, diverse group of organizations.

*Science Field Trips:

Planetarium, Museum of Aviation: \$500

Live Stem Demonstration followed by a tour of a Museum Hangar.

Grade 6: Weathering, Erosion, Deposition Relay Race

Grade 7: Simulate the fluid shift felt by astronauts as they enter space.

Grade 8: Planetary Wobble and Newton's First Law

*Lowey Bundy Sichol STEM Author Visit: \$500

Award-winning children's author, MBA, Lowey writes FOR KIDS about ENTREPRENEURSHIP & BUSINESS and inspires kids to believe in their own ideas through the power of entrepreneurship, innovation, and STEM.

Total: \$1,299.95.

Jarrett Krosoczka, virtual author visit for all students in all grades. \$3500.00

Jarrett J. Krosoczka is the New York Times -bestselling author/illustrator behind more than forty books for young readers, including his wildly popular Lunch Lady graphic novels, select volumes of the Star Wars™: Jedi Academy series, and Hey, Kiddo, which was a National Book Award Finalist.

Total: \$4,799.95

Sincerely,
Mandi MacDonald
NMPTO President



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

3C-2
Operations Sub-Committee
February 2021

TO: Ms. Alisha DiCorpo, Interim Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: February 5, 2021
RE: Scholastic Books Donation

In accordance with Board Policy 3280(a) this is a notification that a donation exceeding \$1,000 in the form of 14 boxes filled with Scholastic Books has been received. With the approximate value of \$350 per box the total value of this donation is estimated to be \$4,900. These items were delivered to Hill and Plain Elementary School on January 23, 2021 and are being sorted by grade level for distribution to all applicable schools across the district based on level. A thank you will be sent following Board approval.

Sincerely,
Anthony J. Giovannone
Director of Fiscal Services and Operations

NEW MILFORD PUBLIC SCHOOLS

Fiscal Services Department

50 East Street

New Milford, Connecticut 06776

(860) 210-2201ext 223 FAX (860) 355-4966



Kathy Sanders
Accounting Manager

To: Alisha DiCorpo, Interim Superintendent

From: Kathy Sanders, Accounting Manager

Date: February 2, 2021

Re: Donation

In accordance with Board Policy 3280(a) this is a notification of a \$1,000 donation that has been received from an anonymous donor. It was indicated to be used for general purposes at the discretion of the Board and Superintendent. It is hoped to be utilized for new titles for our primary school libraries.



3D
Operations
Sub-Committee
February 2021

TO: Ms. Alisha DiCorpo, Interim Superintendent
FROM: Brandon Rush, Director of Technology
Date: February 1, 2021
RE: Staff COVID Laptop Request

Since the start of COVID, we have distributed Chromebooks to many staff allowing them to be more mobile and work from home when necessary. During this time, we have experienced a number of issues with using Chromebooks, mostly due to technical limitations of these devices. For this reason, I am requesting that we cancel out the original teacher Chromebook order and replace it with an order for Windows laptops.

The purchase of laptops will allow for greater flexibility and will serve as a more future proof device. In addition, with the purchase of laptops, we will eventually be able to phase out desktops without a need for replacing them.

To accomplish this we will need to request an additional \$225,186 from COVID funding to make up the difference from previous requests.

Sincerely,
Brandon Rush
Director of Technology



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

To: Alisha DiCorpo, Interim Superintendent
From: Nestor Aparicio, Assistant Facilities Director
Date: February 5, 2021
Re: COVID-19 Related Materials Request

In order to properly protect our students, teachers and staff, I am requesting we use the funds available in the COVID-19 supply account to purchase specific items to help transition to an all-in learning model.

Desk shields for teachers and staff will permit a more fluid learning experience as these items would allow for full visibility of others within the classroom, as well as provide a physical barrier to allow for mask breaks, snack or other times when wearing a mask isn't feasible.

The total amount requested is \$15,868.00.

While I am sure we will have other expenditures on the horizon, these purchases are critical to allow us to have further discussions on returning students to the classroom full time.

WESCO Distribution Quotation



UNLESS THERE ARE DIFFERENT OR ADDITIONAL TERMS AND CONDITIONS CONTAINED IN A MASTER AGREEMENT THAT MODIFY WESCO'S STANDARD TERMS, BUYER AGREES THAT THIS QUOTE AND ANY RESULTING PURCHASE ORDER WILL BE GOVERNED BY WESCO'S TERMS AND CONDITIONS AVAILABLE AT [see link below](http://www.wesco.com/terms_and_conditions_of_sale.pdf), AS SUCH TERMS MAY BE UPDATED FROM TIME TO TIME, WHICH TERMS ARE INCORPORATED HEREIN BY REFERENCE AND MADE PART HEREOF. PLEASE CONTACT THE SELLER IDENTIFIED ON THIS QUOTE IF YOU REQUIRE A PRINTED COPY.

[HTTP://WWW.WESCO.COM/TERMS AND CONDITIONS OF SALE.PDF](http://www.wesco.com/terms_and_conditions_of_sale.pdf)

To: New Milford Public Schools 50 East Street New Milford, CT 06776	Date: 02/05/21 Project Name Dividers or Number: Quoted by: Sean Bryant sbryant@wesco.com
Attn: Kevin Munrett	

Item	Quantity	Part Number and Description	Unit price	Unit measure	Total Price	Notes
1	400	ZCUS-13779-1 Clear Plastic U-Shaped Divider - 1/8" T x 24" H x 24" W x 24" D	\$ 37.55		\$ 15,020.00	
2	800	ZBRCKT-10	\$ 0.56		\$ 448.00	
3			\$ -		\$ -	
4			\$ -		\$ -	
5			\$ -		\$ -	
6			\$ -		\$ -	
7			\$ -		\$ -	
8			\$ -		\$ -	
9			\$ -		\$ -	
10			\$ -		\$ -	
11			\$ -		\$ -	
12			\$ -		\$ -	
13		Line items included are quoted at fair market value per WESCO Sourcewell contract #121218-WES for Sourcewell member 10334	\$ -		\$ -	
14			\$ -		\$ -	
15			\$ -		\$ -	
16			\$ -		\$ -	
17			\$ -		\$ -	
18			\$ -		\$ -	
19			\$ -		\$ -	
20			\$ -		\$ -	
21			\$ -		\$ -	
22			\$ -		\$ -	
23			\$ -		\$ -	
24			\$ -		\$ -	
25			\$ -		\$ -	
26			\$ -		\$ -	
27			\$ -		\$ -	
28			\$ -		\$ -	
29			\$ -		\$ -	
30			\$ -		\$ -	
SUB TOTAL					\$ 15,468.00	
Estimated Freight					\$ 400.00	
TOTAL					\$ 15,868.00	

F.O.B. Point of shipment. The prices stated in this offer shall, unless renewed, automatically expire fifteen (15) days from the date of this offer.

WESCO Distribution, Inc.

Proposal of Service for New Milford Public Schools 2020-2021 Re: Human Resource Support

Service Goals:

- To design and implement an onboarding learning plan for Human Resource personnel that is a combination of self-directed learning and virtual coaching, supporting understanding of school-based programming related to recruitment, retention, and hiring.
- To support the Central Office Team organizationally and operationally as they navigate the remainder of 2020-2021 and strategically plan for 2021-2022.

Learning Design

Human Resource (HR) in schools and districts is integral to ensuring the needs of staff are understood and that initiatives related to the strategic plan and school improvement plan are realized through recruitment and hiring of staff as well as retention of staff. As a member of the Central Office Team focused on a singular vision, the Human Resource director is responsible for the design and delivery of new employee orientation as well as the coordination of training and professional development workshops throughout the district. These responsibilities all coincide with the responsibility of keeping the school district in compliance with state and federal employment laws and regulations.

As a new Director of Human Resource has been hired for New Milford Public Schools, the district requires an induction approach that will support an understanding of the above stated HR functions within the context of school environments. This of course begins with understanding school law and regulations. However, a comprehensive understanding of the teacher, leader, and specialist's standards of performance and practice and how they intersect with the district strategic plan and theories of action are also necessary to meeting the role and responsibility of the job. As part of the search for a Superintendent, students, families, and the greater community recently identified accountability as an important area of focus for New Milford Public Schools to address. The Human Resource Director's design and implementation of core talent management functions for administrators and teachers will be paramount to ensuring that the Central Office meets this challenge.

Therefore, Patrick Flynn and Amy Tepper will engage in the following activities to support onboarding related to key HR functions:

Human Resource Support	
Activities	Timeline
Organizational Review: 60-minute discussion with Superintendent to answer key design questions for Central Office organization	By Dec 22

<p>DISC (60 min): New HR Director completion of DiSC profile (electronic survey) with 60-minute Virtual Coaching Early use of the DiSC in supporting the HR Director addresses two key induction needs:</p> <ol style="list-style-type: none"> 1. Supports Tepper and Flynn, LLC in the design of differentiated approaches to support his/her learning 2. Supports HR Director in the use of the tool in the development of a hiring process and retention <p>Use of the tool in two CT districts will be highlighted (more available if needed) for the HR Director to support the development of new strategic approaches to hiring in New Milford Public Schools</p>	By Dec 22
<p>Planning Meeting: 60-minute virtual meeting with the new HR Director. This meeting will include:</p> <ul style="list-style-type: none"> • Review of learning design and support materials • Determination of current levels of readiness and design of strategic and realistic calendar for completion of induction series • Pre-assignments for Webinar 1 	By Jan 8
<p>Virtual Webinar 1 (60 minutes): Understanding State Teacher and Leader Performance Standards</p> <ul style="list-style-type: none"> • Understanding of the standards of practice (CCT, SESS, and CCL) • Understanding impact on recruitment, hiring and retention • Pre-assignments for Webinar 2 	By Jan 14
<p>Coaching Interval 1 (30 minutes):</p> <ul style="list-style-type: none"> • Review of levels of understanding and support for completion of overall action plans 	Jan 15
<p>Virtual Webinar 2 (60 minutes): Understanding PDEC and Educator Evaluation Requirements</p> <ul style="list-style-type: none"> • Understanding local and state approaches to the legislation • Understanding 2020-21 CSDE Flexibilities and potential long term impact in NMPS application of legislation • Pre-assignments for Webinar 3 	By Jan 21
<p>Coaching Interval 2 (30 minutes):</p> <ul style="list-style-type: none"> • Review of levels of understanding and support for completion of overall action plans 	Jan 22

Virtual Webinar 3 (60 minutes): Applying to NMPS Strategic Thinking and ToAs <ul style="list-style-type: none"> Applying new learning to development of approaches for remainder of 2020-2021 and long term planning for 2021-2022. Considerations include strategies for: <ul style="list-style-type: none"> Diversification of workforce; Collaborations with higher education; Talent accountability monitoring and management; Leadership roles and responsibilities 	By Jan 28
Coaching Interval 3 (30 minutes): <ul style="list-style-type: none"> Review of levels of understanding and support for completion of overall action plans 	Jan 29
Final Review of Plans with Superintendent and CO Team (3 hours) <ul style="list-style-type: none"> Final review of HR planning to support alignment to school and district short term and long term needs and goals. 	Week of Feb 1

Associated Costs

Significant hours will be applied to the project for development of training webinars to support self-directed learning segments. Hours for service delivery have been itemized in above learning design and development hours have been totaled below as part of the final compensation calculations:

Webinar Development Hours: 12 hours @\$500.00 = \$6000.00

Service Delivery Hours: 10.5 hours @1000.00 = 10,500.00

Total Costs: \$16,500.00



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

To: Alisha DiCorpo, Interim Superintendent
From: Nestor Aparicio, Assistant Facilities Director
Date: February 5, 2021
Re: Lillis Building Update

SLR International Corporation, formerly Milone & MacBroom, Inc., has been awarded the bid for the Ten Year Enrollment Projection and School Facility Utilization Study for New Milford Public Schools.

Along with the Enrollment Project, we have reached out to SLR regarding a feasibility study for a move of administrative offices from the Lillis Building to SNIS. Mike Zuba, Planning Manager for SLR, says they can use the information gathered in the enrollment study to determine the physical space needed for students, along with the space needed for a possible Lillis Building move to SNIS. The study would also look into parking requirements and any potential impact. The cost of the feasibility study is to be determined.

An architectural study will be proposed in conjunction with the feasibility study. Dean Petrucelli, of Silver Petrucelli & Associates, will provide a cost estimate by next Wednesday at the latest.



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

Item of Information 4-A
Operations Sub-Committee
February 2021

TO: Ms. Alisha DiCorpo, Interim Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: February 5, 2021
RE: Grant Update – No Kid Hungry

In an effort to decrease food insecurity and provide children access to the nutrition, the Food and Nutrition Services Department applied for a possible \$70,200 grant through the No Kid Hungry program. Mrs. Sandra Sullivan, the Food Services Director, and I completed this application before the deadline for submission which was on November 20, 2020.

On December 17, 2020 I was notified that the **district was not awarded** any funds as part of the latest iteration of the program due to overwhelming demand that the program encountered. I apologize that this item was not communicated to the Board at their January meeting which would have been more timely.

The No Kid Hungry program will make Mrs. Sandra Sullivan, the Food Services Director, and me aware of any further opportunities for grant applications as they arise.

Below is the pertinent section of the email received on December 17, 2020. This should close the loop on this matter until another grant opportunity presents itself.



Hi Anthony Giovannone,

Thank you for submitting an Education Leaders 2021 application to request funding to help feed children in your community. Unfortunately, we will not be able to provide a grant at this time.

During this time of high demand, we regret that we cannot fund every application that we receive. We have received a significant number of inquiries from across the countries and, unfortunately, have to make some difficult decisions. **If multiple grant applications have been submitted on behalf of your school or organization, you are able to check on the status of your other applications on your grants portal dashboard.**

Sincerely,
Anthony J. Giovannone
Director of Fiscal Services and Operations



NEW MILFORD PUBLIC SCHOOLS
Office of the Superintendent
50 East Street
New Milford, Connecticut 06776
Telephone (860) 355-8406

MEMORANDUM

TO: Board of Education
FROM: Alisha DiCorpo, Interim Superintendent
DATE: February 5, 2021
RE: ESSER II Funding

- Superintendents and Business Officials received notification of the ESSER II funding allocation on Friday, January 29, 2021.
- Mr. Giovannone and I attended a webinar on Tuesday, February 2, 2021 at 1:30 PM and learned the following information from the State of Connecticut:
 - Application is being created by the State for districts
 - There is a needs analysis that must be completed
 - The Funding Application is due approximately March 22, 2021
 - Funding can only be used for COVID expenses
 - Funding cannot be used to supplant the operating budget expenditures
- New Milford's Allocation is \$1,333,864.



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

Item of Information 4-C
Operations Sub-Committee
February 2021

TO: Ms. Alisha DiCorpo, Interim Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: February 5, 2021
RE: Town of New Milford Audit Report dated June 30, 2020

On Wednesday, January 13, 2021, the independent Auditor's report was presented by Mahoney Sabol during the Board of Finance meeting. The important highlights are:

Weakness / Deficiency:

- There were zero (0) material weaknesses or deficiencies identified.

Expenses:

- BOE expenses in Fiscal Year 19/20 account for 69.2% of the total expenditures for all New Milford Governmental Activities.

Fund Balance at 19/20 Fiscal Year End:

- The unspent operating fund balance at the end of 19/20 for the Board of Education was \$2,910,097 or 4.50% of the original budget which was \$64,040,700:
 - \$2,027,540 was approved and has already been transferred into an account on the Board of Education side to be used for Board of Education COVID Expenditures going forward.
 - \$295,172 was approved and has already been transferred into an account on the Board of Education side to be used for Board of Education COVID Expenditures already incurred within Food Services.

The **Fiscal Year 19/20** fiscal year end balance, already approved to be used for COVID related expenditures but not yet requested from the Town, is in the amount of **\$587,385**.

The **Fiscal Year 18/19** fiscal year end balance, already approved to be used for COVID related expenditures but not yet requested from the Town, is in the amount of **\$200,000**.

The total still not drawn upon fiscal year end balances from both **18/19** and **19/20** combined is **\$787,385**. This amount, for transfer to the Board of Education account already setup for funding of ongoing Board of Education COVID related expenditures, may be requested of the Finance Director for the Town as we go. It does not need further Town Board approvals.

Sincerely,
Anthony J. Giovannone
Director of Fiscal Services and Operations

NEW MILFORD PUBLIC SCHOOLS 2021 – 2022 School Calendar

August 2021 5 Days

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

20 Teacher Work Day
23 Convocation/Prof. Dev.
24 Staff Meetings/K-5 Open House
25 Students Return

September 19 Days

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

6 Labor Day
7 Rosh Hashanah
16 Yom Kippur
Curriculum Night - date TBD by principal

October 20 Days

Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

7 PD - Early Dismissal
11 Columbus Day

November 18 Days

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

1 Parent Conferences (see below)
2 Parent Conferences (see below)
11 Veterans Day Observed
24 Early Dismissal
25-26 Thanksgiving Recess

December 17 Days

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

9 PD - Early Dismissal
23 Early Dismissal
24-31 Holiday Recess

January 2022 20 Days

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

17 Martin Luther King Day

February 19 Days

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

21 Presidents' Day

March 23 Days

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

9 Parent Conferences (see below)
10 Parent Conferences (see below)
17 PD - Early Dismissal

April 16 Days

Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

11-15 Spring Recess
(includes Good Friday)

May 21 Days

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

12 PD - Early Dismissal
30 Memorial Day







Spring evening event

June * 3 Days

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

3 Last Day of School
(early dismissal for students)
6 Teacher Work Day

* NMHS Graduation Date will be set by the Board of Education at its September 2021 Meeting.

-  First Day of School
-  Schools Closed
-  Schools Closed for PD or Parent confs.
-  Early Dismissal
-  Last Day of School
-  Contingency for snow days

181 Student Days Total
186 Teacher Days Total

After School PD Hours
K-5 3:25 p.m. to 4:35 p.m.
6-12 2:30 p.m. to 3:40 p.m.

Parent Conference Hours

November 1
K-5 3:30 p.m. to 5:30 p.m.
6-12 2:30 p.m. to 4:30 p.m.

November 2
K-12 1:00 p.m. to 8:00 p.m.

March 9
K-5 3:30 p.m. to 5:30 p.m.
6-12 2:30 p.m. to 4:30 p.m.

March 10
K-5 3:30 p.m. to 5:30 p.m.
6-12 2:30 p.m. to 4:30 p.m.

June 7-10, 13-17 Snow days to be added at end of year (if needed).

Any additional days required will be taken from the April Spring Recess, beginning with April 14 and working back.

Any additional days required in excess of those indicated will be taken from the remaining days in June.

Released February 9, 2021