

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

BOARD OF EDUCATION
MEETING NOTICE

DATE: December 18, 2018
TIME: 7:30 P.M.
PLACE: Sarah Noble Intermediate School – Library Media Center

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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

A. Pledge of Allegiance

2. RECOGNITION

A. Peace Poster Contest: SMS student Brinett Rodriguez

B. VFW Patriot's Pen Essay Contest: SMS student Kathryn McDonagh

C. NMPS Retiree: Diane Witkoski

D. NMPS Stars of the Month: Lori Cerra, Stewart Day, Virginia Landgrebe, Heather Morin, Kevin Tolman, and Angela Tufts

3. 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.

4. PTO REPORT

5. STUDENT REPRESENTATIVES' REPORT

6. APPROVAL OF MINUTES

A. Approval of the following Board of Education Meeting Minutes

1. Board Workshop Minutes November 20, 2018

2. Regular Meeting Minutes November 20, 2018

3. Special Meeting Minutes December 6, 2018

4. Special Meeting Minutes December 11, 2018

7. SUPERINTENDENT'S REPORT

8. BOARD CHAIRMAN'S REPORT

9. COMMITTEE AND LIAISON REPORTS

- A. Facilities Sub-Committee – Mr. McCauley
- B. Operations Sub-Committee – Mrs. Faulenbach
- C. Policy Sub-Committee – Mr. Schemm
- D. Committee on Learning – Mrs. McInerney
- E. EdAdvance – Mrs. Monaghan
- F. Connecticut Boards of Education (CABE) – Mr. Lawson
- G. Negotiations Committee -- Mrs. Faulenbach
- H. Magnet School – Mrs. Monaghan

10. DISCUSSION AND POSSIBLE ACTION

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated December 18, 2018
- B. Monthly Reports
 - 1. Budget Position
 - 2. Purchase Resolution: D-717
 - 3. Request for Budget Transfers
- C. Gifts and Donations
 - 1. PTO – Exhibit B
- D. Bid Awards
 - 1. Special Education School-Based Occupational Therapy Services
 - 2. Special Education School-Based Physical Therapy Services
- E. Stipend Requests
 - 1. Sarah Noble Intermediate School
- F. Policies for Second Review
 - 1. 1250 Visits to the Schools
 - 2. 1321 Public Performances by Students
- G. Rescission of Board action from November 20, 2018 meeting regarding capital reserve designation of 2016-17 school calendar grievance liability funds
- H. Return of 2016-17 school calendar grievance liability funds to Town
- I. Roofs

11. ITEMS FOR INFORMATION AND DISCUSSION

- A. Field Trip Report

12. DISCUSSION AND POSSIBLE ACTION**

- A. Discussion regarding negotiations with respect to collective bargaining with the secretaries' union**
- B. Discussion regarding Agreement with Interim Superintendent of Schools**

13. ADJOURN

****May be eligible for executive session**

ITEMS OF INFORMATION

Policy Sub-Committee Minutes -- December 4, 2018

Facilities Sub-Committee Minutes -- December 11, 2018

Operations Sub-Committee Minutes -- December 11, 2018

New Milford Board of Education Budget Hearing January 22, 2019 -- 7:00 p.m. Sarah Noble Intermediate School, LMC	New Milford Board of Education Budget Hearing January 29, 2019 -- 7:00 p.m. Sarah Noble Intermediate School, LMC
New Milford Board of Education Budget Hearing January 23, 2019 -- 7:00 p.m. Sarah Noble Intermediate School, LMC	New Milford Board of Education Budget Adoption January 30, 2019 -- 7:00 p.m. Sarah Noble Intermediate School, LMC
	Please hold January 24 and 31, 2019 as possible dates for rescheduling Budget hearings due to weather related issues.

**New Milford Board of Education
Board Workshop Minutes
November 20, 2018
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela C. Chastain Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen P. Monaghan Mr. J.T. Schemm
Absent:	Mr. Joseph Failla

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Also Present:	Dr. Stephen Tracy, Interim Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Anthony Giovannone, Director of Operations and Fiscal Services Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mrs. Anne Bilko, Sarah Noble Intermediate School Principal
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1. A.	Call to Order Pledge of Allegiance The Board Workshop of the New Milford Board of Education was called to order at 6:30 p.m. by Mr. Lawson. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2. A.	Presentation District Enrollment and Staffing <ul style="list-style-type: none"> Ms. Baldelli said this is the second year of this report to the Board. Enrollment figures are taken from October 2018. Staffing is as up-to-date as can be captured at this time. The report looks at actual versus projections and year to year changes. Ms. Baldelli says the report shows that enrollment is still declining and it reflects the 	Presentation A. District Enrollment and Staffing

	<p>staffing changes that have been made as a result.</p> <ul style="list-style-type: none">• Mrs. McInerney noted that there is a decline in enrollment K-5 but overall special education staffing is up. Ms. Baldelli said that is a result of student needs; staff is moved where they are most needed.• Mr. Dahl asked why the psychologist's time was less at HPS than at NES. Ms. Baldelli said that was based on enrollment and student needs.• Ms. Baldelli said at the middle and high school, data is provided on class sizes as well.• Mrs. Chastain asked why there were double the number of sections for Grade 6 ELA and Writing. Ms. DiCorpo said the topics have been separated out this year for the first time.• Mrs. Chastain asked what percentage of high school students take SAT Prep. Ms. Baldelli said she would get that information.• Ms. Baldelli pointed out the decrease in staffing at LHTC on the district staffing slide. She said that was due to decreased enrollment in that program.• Mrs. Chastain asked when the last enrollment study was done. Ms. Baldelli said in 2014.• Mrs. Faulenbach says this report continues to show that actual enrollment is clearly declining from the district's high in 2008 of approximately 5300 students.• Mr. Dahl asked if there were any statistics on private school and home schooled students. Ms. DiCorpo said she has some information on home schooled students whom parents report but they are not obligated to do so. Mr. Dahl said he asked due to the impact they would have on the budget if they all returned to New Milford schools.• Mrs. Chastain asked if there is any way to capture a student who never comes to school. Ms. DiCorpo said there is not, it is up to the	
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	<p>parent to come forward as that is not under the district's control.</p> <ul style="list-style-type: none"> • Mrs. Monaghan asked if New Milford issues diplomas to home schooled students. Ms. DiCorpo said no, because they are not enrolled in our schools. • Mr. Schemm said in looking at actuals versus projected, the model is working well. He said there may be implications going forward with some enrollment bands, for example grades 6 to 8. If you add in the Sherman influx in grade 9, there could be a bump there for future staffing. • Mrs. Faulenbach noted that kindergarten numbers are the most volatile. • Mr. Schemm said he found the section numbers difficult to match up to staffing without the backup data. Ms. Baldelli said she would provide that. He said he was specifically looking at the sections with very low numbers and whether or not they should run. • Mrs. Faulenbach said the last slide clearly shows the staffing reductions due to enrollment and said it was interesting to note. • Mr. Lawson said if members had any other questions after reflection, they should address them to the Superintendent's Office. • Dr. Tracy thanked Ms. Baldelli for this critical information and for all the work she has done. Ms. Baldelli said it was a team effort. 	
3.	<p>Adjourn</p> <p>Mrs. Faulenbach moved to adjourn the meeting at 7:13 p.m., seconded by Mr. McCauley and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:13 p.m.</p>

Respectfully submitted:

Angela C. Chastain

Angela C. Chastain

Secretary

New Milford Board of Education

**New Milford Board of Education
Regular Meeting Minutes
November 20, 2018
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairman Mrs. Angela C. Chastain Mr. Bill Dahl Mr. Joseph Failla Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen P. Monaghan Mr. J.T. Schemm
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Also Present:	Dr. Stephen Tracy, Interim Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Anthony Giovannone, Director of Operations and Fiscal Services Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Kevin Munrett, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mrs. Anne Bilko, Sarah Noble Intermediate School Principal Dr. Christopher Longo, Schaghticoke Middle School Principal Mrs. Susan Murray, Northville Elementary School Principal Mr. Eric Williams, New Milford High School Assistant Principal Mr. Rob Nathan, New Milford High School Counselor Ms. Elizabeth Meskill, Student Representative Mr. Craig Benvenuti, Student Representative New Milford Mayor Pete Bass
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1.	Call to Order	Call to Order
A.	Pledge of Allegiance	A. Pledge of Allegiance
	The regular meeting of the New Milford Board of Education was called to order at 7:30 p.m. The Pledge of Allegiance immediately followed the call to order.	
2.	Presentation	Presentation
A.	"NAMES"	A. "NAMES"
	<ul style="list-style-type: none"> Dr. Tracy said he had the privilege to attend this program at the high school and invited NMHS counselor Rob Nathan and a few of the students to share a brief summary with the Board. 	

	<ul style="list-style-type: none"> Mr. Nathan introduced students Tiffany Dessureau, Bridget Fedigan and Alyssa Lombardo. The students said NAMES is a program facilitated by the ADL for all sophomores. It has run annually at the high school for 17 years. The students became facilitators and panelists after being inspired by the program as sophomores. This year's theme was "building bridges" and focused on building connections with fellow students. Dr. Tracy commended all students, including those who shared during the program, and their very respectful audience. 	
3.	<p>Recognition</p> <p>A. Commended Student – 2019 National Merit Program: NMHS student Sean Murphy</p> <ul style="list-style-type: none"> Dr. Tracy said the National Merit Program has been in existence since 1955. Each year over 1.5 million students participate. From that group, about 35,000 reach commended status. He congratulated Sean Murphy for that distinction. <p>B. NMPS Stars of the Month: Samantha Gati-Tisi, Jenna Giudice, Nicole Heering, Margaret Jones, Colleen Peterson, Jennifer (Missy) Smith</p> <ul style="list-style-type: none"> Dr. Tracy read a comment about each Star from the person who nominated them. They each received a pin recognizing their nomination. Star Margaret Jones was randomly selected to drive the Ingersoll Automotive Courtesy Car for the month. <p>The meeting recessed at 7:43 p.m. for a short reception and reconvened at 7:48 p.m.</p>	<p>Recognition</p> <p>A. Commended Student – 2019 National Merit Program: NMHS student Sean Murphy</p> <p>B. NMPS Stars of the Month: Samantha Gati-Tisi, Jenna Giudice, Nicole Heering, Margaret Jones, Colleen Peterson, Jennifer (Missy) Smith</p>
4.	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	Public Comment
5.	PTO Report	PTO Report

	<ul style="list-style-type: none"> Town-wide PTO president Mandi MacDonald said NES had held its Spooktacular event and book fair. HPS has its Family Fun event and book fair coming up. SMS hosted its Battle of the Books kickoff. HPS held a Movie Night. SNIS completed its APEX fundraiser and character education program. The Grad Party participated in Haunted Harrybrooke. The PTO participated in the Camella's Cupboard fundraiser along with other community organizations. Over 100 children are signed up for break and blizzard bags. Thanksgiving bags total over 125. The Sip and Stroll fundraiser will provide for one additional scholarship this year. Discount cards are still available. 	
6.	<p>Student Representative's Report</p> <ul style="list-style-type: none"> Elizabeth Meskill and Craig Benvenuti reported. They said they had both participated in the NAMES program as facilitators. The initiative continues for juniors in the Fight Against Hate program. Math Honor Society held a pumpkin for a friend fundraiser for scholarships. They will have their annual Tape a Teacher fundraiser soon. Fall senior sports nights took place and Sports Awards will be November 27. Seniors ordered caps and gowns. Student pictures came in. Parent conferences took place November 5 and 6. A program on opioid awareness was held on November 7. The National Honor Society held its Thanksgiving food drive. Dramatics is presenting "Game of Tiaras" on December 5 and 6. Auditions for the all school musical Footloose have been completed. 	Student Representative's Report
7.	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Board Workshop Minutes October 16, 2018</p> <p>Mr. Dahl moved to approve the following Board of Education Meeting Minutes: Board Workshop</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Board Workshop Minutes October 16, 2018</p> <p>Motion made and passed to approve the following Board of Education</p>

	<p>Minutes October 16, 2018, seconded by Mr. Lawson and passed 8-0-1.</p> <p>Aye: Mr. Lawson, Mr. Dahl, Mr. Failla, Mrs. Faulenbach, Mr. McCauley, Mrs. McInerney Mrs. Monaghan, Mr. Schemm Abstain: Mrs. Chastain</p> <p>2. Regular Meeting Minutes October 16, 2018</p> <p>Mrs. McInerney moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes October 16, 2018, seconded by Mrs. Monaghan and passed 7-0-2.</p> <p>Aye: Mr. Lawson, Mr. Dahl, Mr. Failla, Mrs. Faulenbach, Mr. McCauley, Mrs. McInerney Mrs. Monaghan Abstain: Mrs. Chastain, Mr. Schemm</p>	<p>Meeting Minutes: Board Workshop Minutes October 16, 2018.</p> <p>2. Regular Meeting Minutes October 16, 2018</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes October 16, 2018.</p>
8.	<p>Superintendent's Report</p> <ul style="list-style-type: none"> Interim Superintendent Dr. Steve Tracy welcomed Mayor Bass to the meeting. He said he had met with the Mayor recently, along with NMHS Assistant Principal Eric Williams and a few students, to discuss manufacturing career possibilities in our community with a representative from the Northwest Regional Workforce Board. He had visited Town Hall with Mrs. Mannion's HPS class to help with the planting of a tower garden. He thanked the Mayor for the tour. He visited an Adult Ed ESL class. At HPS, Dr. Tracy gave a presentation to the faculty on Choice Theory. He attended the installation of the new Chief of Police, where he extended a welcome to the community. He looks forward to continued collaboration with the Police department. He attended the CABA Convention with Board member Bill Dahl. Assistant Superintendent Alisha DiCorpo was one of the Convention presenters, in the area of social and emotional programming. He attended the townwide PTO meeting last night. Work continues on the fiscal 2020 budget; the plan is to continue with last year's format with a few 	<p>Superintendent's Report</p>

	<p>minor adjustments. The district is reopening its search for a Technology Director. Dr. Tracy thanked Steve Kern for his work in the interim. Regarding Facilities items, the temporary repairs to the high school roof are complete and bids are in for permanent replacement. The bid for the SNIS oil tank is in. The HPS tank should be delivered next week; work on the Lillis tank will begin shortly thereafter.</p>	
9.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> Mr. Lawson said he continues to urge Board members to share any thoughts and recommendations regarding the upcoming budget with the Superintendent's Office. He noted the Board's continued collaboration with the Town on capital projects. 	Board Chairman's Report
10.	<p>Committee And Liaison Reports</p> <p>A. Facilities Sub-Committee – Mr. McCauley</p> <ul style="list-style-type: none"> Mr. McCauley said the committee had a weighty discussion regarding the NMHS and SNIS roofs and reviewed an updated five year capital plan. <p>B. Operations Sub-Committee – Mrs. Faulenbach</p> <ul style="list-style-type: none"> Mrs. Faulenbach said much of what was discussed is on for action tonight. Additionally, they discussed the superintendent search; consultant bids are due shortly. They had an update on the capital reserve balance. It is currently \$449,006.09. They discussed the budget format. <p>C. Policy Sub-Committee – Mr. Schemm</p> <ul style="list-style-type: none"> Mr. Schemm said they continued the review of series 1000 in order to either review, revise or delete. Two policies are on for first review tonight. Once policy 1250 is approved, policy 1251 will be deleted since its language has been incorporated into the revision. Policy 1321 has some slight language changes. He asked that committee members confirm their attendance for 	<p>Committee And Liaison Reports</p> <p>A. Facilities Sub-Committee</p> <p>B. Operations Sub-Committee</p> <p>C. Policy Sub-Committee</p>

	<p>the December 4 meeting because the agenda is quite ambitious. They are hoping to complete the review of the series.</p>	
D. Committee on Learning	<ul style="list-style-type: none"> Mrs. McNerney said there was no curriculum presented. They heard a presentation on instructional coaching and reviewed the specifics about the coaches' work in the district schools. There was a discussion regarding budget drivers, with phonics, NGSS training and administrative support mentioned. There will be no COL meeting in December. 	D. Committee on Learning
E. EdAdvance	<ul style="list-style-type: none"> Mrs. Monaghan said Access South was now providing an after school program and four New Milford students are participating. She noted that EdAdvance is one of the transportation vendors and that they provide budget friendly service. 	E. EdAdvance
F. Connecticut Boards of Education (CABE)	<ul style="list-style-type: none"> Mr. Lawson said Mrs. Faulenbach was honored at the CABE Convention for her years of service. Mrs. Faulenbach noted that Mr. Lawson was as well. Mr. Lawson said CABE provides valuable guidance regarding new laws and regulations. 	F. Connecticut Boards of Education (CABE)
G. Negotiations Committee – Mrs. Faulenbach	<ul style="list-style-type: none"> Mrs. Faulenbach said there is a negotiations unit on for this evening and the committee hopes to have two more units to bring forward in the near future. She thanked members for their tremendous work and extensive time commitment to this committee. 	G. Negotiations Committee
H. Magnet School – Mrs. Monaghan	<ul style="list-style-type: none"> Mrs. Monaghan said she has no report at this time because the fall meeting still has not been scheduled. 	H. Magnet School

<p>11.</p>	<p>Discussion and Possible Action</p> <p>A. Discussion regarding negotiations with respect to collective bargaining health insurance**</p> <p>B. Discussion regarding reopener negotiations with respect to collective bargaining with the teachers' union**</p> <p>Mr. Dahl moved to enter into Executive Session in order to discuss: negotiations with respect to collective bargaining health insurance; reopener negotiations with respect to collective bargaining with the teachers' union; and to invite into the session Dr. Stephen Tracy, Ms. Ellamae Baldelli, Mr. Anthony Giovannone and Mayor Pete Bass, seconded by Mrs. Faulenbach.</p> <p>The motion passed unanimously.</p> <p>The Board and Dr. Stephen Tracy, Ms. Ellamae Baldelli, Mr. Anthony Giovannone and Mayor Pete Bass entered executive session at 8:15 p.m.</p> <p>Mayor Bass left executive session at 8:57 p.m.</p> <p>The Board returned to public session at 9:17 p.m.</p> <p>Mr. Dahl moved that the Board accept the settlement reached with the teachers' union re: reopener negotiations, as recommended by the Board's negotiating team, and for the Board Chair to execute the revised collective bargaining agreement, seconded by Mrs. Monaghan.</p> <p>The motion passed 7-2. Aye: Mr. Lawson, Mr. Dahl, Mrs. Faulenbach, Mr. McCauley, Mrs. McInerney, Mrs. Monaghan, Mr. Schemm No: Mrs. Chastain, Mr. Failla</p>	<p>Discussion and Possible Action</p> <p>A. Discussion regarding negotiations with respect to collective bargaining health insurance**</p> <p>B. Discussion regarding reopener negotiations with respect to collective bargaining with the teachers' union**</p> <p>Motion made and passed unanimously to enter into Executive Session in order to discuss: negotiations with respect to collective bargaining health insurance; reopener negotiations with respect to collective bargaining with the teachers' union; and to invite into the session Dr. Stephen Tracy, Ms. Ellamae Baldelli, Mr. Anthony Giovannone and Mayor Pete Bass.</p> <p>Motion made and passed that the Board accept the settlement reached with the teachers' union re: reopener negotiations, as recommended by the Board's negotiating team, and for the Board Chair to execute the revised collective bargaining agreement.</p>
<p>12.</p>	<p>Discussion and Possible Action</p>	<p>Discussion and Possible Action</p>

<p>A. New Milford Substance Abuse Prevention Council Survey Request</p> <p>Mr. Dahl moved to approve the implementation of the New Milford Substance Abuse Prevention Council Survey and the requested donation of \$1,000, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mr. Failla said he had a couple of concerns with the survey. He thought there were too many questions and it should just be about substance abuse. He said a student could be put in a difficult position in some cases if answering honestly and someone reviewed it. • Mrs. McInerney noted that the survey is anonymous. • Dr. Tracy said New Milford Substance Abuse Council President Justin Cullmer and Vice President Jason O'Connor were in the audience and he asked if they could address the Board to answer questions. • Mr. Lawson deferred to Mrs. Faulenbach as the parliamentarian. She said the item was warned on the agenda and she thought it would be acceptable and prudent on the Board to get answers. She said to review the process, the survey had been discussed at Operations and the minutes will show that the survey was given two years ago with similar questions. Parents were given the opportunity to opt out their students, of which there were three. The plan is to give the survey to grades 8, 10, and 12 again, this time using advisory at the high school. Mr. O'Connor said using advisory for the electronic survey would give more consistency on when it is taken. They also plan to give advisory teachers more information ahead of time than previously. • Mrs. Monaghan asked if the results would be compared to previous ones and shared with the Board. Mr. O'Connor said that is the intent. Last time, there was a public forum to share results. • Mrs. Chastain asked if there was a plan on how to share the results internally to address the responses and help students. Mr. O'Connor said 	<p>A. New Milford Substance Abuse Prevention Council Survey Request</p> <p>Motion made and passed to approve the implementation of the New Milford Substance Abuse Prevention Council Survey and the requested donation of \$1,000.</p>
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	<p>they will look at the data to determine relevant programming.</p> <ul style="list-style-type: none"> • Ms. DiCorpo said the cost would come from a Title IV grant geared at supporting student needs. She said there should be funding there for future action as well if approved. She said they will work at more specific building level presentations. • Mrs. McInerney asked why they survey the same grades every two years since that means some student grades will be left out. Mr. O'Connor said that is the way this regional survey is designed and it helps with trend identification. <p>The motion passed 7-1-1. Aye: Mr. Lawson, Mrs. Chastain, Mr. Dahl, Mrs. Faulenbach, Mr. McCauley, Mrs. Monaghan, Mr. Schemm No: Mr. Failla Abstain: Mrs. McInerney</p>	
B.	<p>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated November 20, 2018</p> <p>Mrs. Chastain moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of November 20, 2018, seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked for clarification regarding the strikeouts. Ms. Baldelli said the dance coach was an error. The person withdrew. It did not affect the current new coach who is doing well. The other person needed the interview rescheduled and will probably be on next month's exhibit. <p>The motion passed unanimously.</p>	<p>B. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated November 20, 2018</p> <p>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of November 20, 2018.</p>
C.	<p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position 2. Purchase Resolution: D-716 3. Request for Budget Transfers 	<p>C. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position 2. Purchase Resolution: D-716 3. Request for Budget Transfers

<p>Mrs. McInerney moved to approve monthly reports: Budget Position dated October 31, 2018; Revised Purchase Resolution D-716; and Revised Request for Budget Transfers, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • There was no discussion. <p>The motion passed unanimously.</p>	<p>Motion made and passed unanimously to approve monthly reports: Budget Position dated October 31, 2018; Revised Purchase Resolution: D-716; and Revised Request for Budget Transfers.</p>
<p>D. Gifts & Donations</p> <p>1. PTO – Exhibit B</p> <p>Mr. Lawson moved to accept Gifts and Donations: PTO – Exhibit B in the amount of \$3,300.00, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mr. Lawson thanked the PTO for their continued wonderful work in support of our students. <p>The motion passed unanimously.</p> <p>2. CAS/CIAC</p> <p>Mrs. McInerney moved to accept Gifts and Donations: CAS/CIAC in the amount of \$1,000.00, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • There was no discussion. <p>The motion passed unanimously.</p>	<p>D. Gifts & Donations</p> <p>1. PTO – Exhibit B</p> <p>Motion made and passed unanimously to approve Gifts & Donations: PTO – Exhibit B in the amount of \$3,300.00.</p> <p>2. CAS/CIAC</p> <p>Motion made and passed unanimously to approve Gifts & Donations: CAS/CIAC in the amount of \$1,000.00.</p>
<p>E. Bid Awards</p> <p>1. SNIS Oil Tank</p> <p>Mrs. Faulenbach moved to award the bid for the SNIS Oil Tank project to ETT Environmental in the amount of \$97,000.00 and request that the Town fund the project at the amount in their original budget motion of June 7, 2018 in the amount of \$103,980.00, with the understanding that any unspent funds would be returned to the Town at the</p>	<p>E. Bid Awards</p> <p>1. SNIS Oil Tank</p> <p>Motion made and passed unanimously to award the bid for the SNIS Oil Tank project to ETT Environmental in the amount of \$97,000.00 and request that the Town fund the project at the amount in their original budget motion of June 7, 2018 in the amount of \$103,980.00, with the</p>

	<p>conclusion of the project unless otherwise stipulated, seconded by Mrs. Monaghan.</p> <ul style="list-style-type: none"> • Mr. Schemm asked for clarification on the difference in price. Mrs. Faulenbach said the project was sent back out to bid and the bid came in lower this time. The additional amount is for contingency, change orders. • Dr. Tracy commended Mr. Giovannone and Mr. Munrett on the work they did with the rebid. <p>The motion passed unanimously.</p> <p>2. Special Transportation Services</p> <p>Mrs. Monaghan moved to award the bid for Special Transportation Services for a three year period to EdAdvance and CT Transportation Solutions, seconded by Mr. Lawson.</p> <ul style="list-style-type: none"> • Mrs. McInerney asked why there were two vendors. Mrs. Olson said they bid on individual runs and mostly are awarded by cost. <p>The motion passed unanimously.</p> <p>F. Grant Approval</p> <p>1. Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation</p> <p>Mrs. McInerney moved to approve the Pre-K / Kindergarten Transition Initiative Grant from the CT Community Foundation in the amount of \$1,875, seconded by Mr. Lawson.</p> <ul style="list-style-type: none"> • Dr. Tracy thanked Assistant Principal Jennifer Hankla for the work she did on this grant. <p>The motion passed unanimously.</p> <p>G. Activity Stipend Request</p> <p>1. New Milford High School</p>	<p>understanding that any unspent funds would be returned to the Town at the conclusion of the project unless otherwise stipulated.</p> <p>2. Special Transportation Services</p> <p>Motion made and passed unanimously to award the bid for Special Transportation Services for a three year period to EdAdvance and CT Transportation Solutions.</p> <p>F. Grant Approval</p> <p>1. Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation</p> <p>Motion made and passed unanimously to approve the Pre-K / Kindergarten Transition Initiative Grant from the CT Community Foundation in the amount of \$1,875.</p> <p>G. Activity Stipend Request</p> <p>1. New Milford High School</p>
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	<p>Mr. Dahl moved to approve the stipend position of Assistant Director for the All School Musical for New Milford High School, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> Mrs. McInerney asked for clarification on the differences. Ms. Baldelli said they are shifting responsibilities around following the retirement of Mr. Keck. There is no additional money being requested beyond the allotted stipend. <p>The motion passed unanimously.</p> <p>H. Policies for First Review</p> <ol style="list-style-type: none"> 1. 1250 Visits to the Schools 2. 1321 Public Performances by Students <ul style="list-style-type: none"> Mr. Lawson said there are two more reviews prior to acceptance. Any inquiries regarding them should be directed to the Superintendent's Office. <p>I. NMHS Roof</p> <p>Mrs. Monaghan moved to request that the Mayor and Town Council acquire the necessary funding to replace the roof at New Milford High School, and schedule the work in coordination with the Board of Education, seconded by Mr. Lawson.</p> <ul style="list-style-type: none"> Dr. Tracy said they have bids on several options for the roof: asphalt; standing seam metal, aluminum or steel; solar ready metal; solar; and color options. He said he hopes the Board can come to agreement regarding these options so that information can be shared with the Town when it is considered for bonding. The temporary fix is on the roof currently. Mrs. Monaghan said there was a lengthy discussion at Facilities and it is her preference as a result to go with the steel, solar ready option since she believes that is the best option. She said the SNIS roof is needed too and suggested the Town be asked to bond both. She asked what the payback is for the solar option. Mr. Munrett said the breakeven is 10 years then it is \$92,000 to \$93,000 per year credit. 	<p>Motion made and passed unanimously to approve the stipend position of Assistant Director for the All School Musical for New Milford High School.</p> <p>H. Policies for First Review</p> <ol style="list-style-type: none"> 1. 1250 Visits to the Schools 2. 1321 Public Performances by Students <p>I. NMHS Roof</p> <p>Motion made and seconded to request that the Mayor and Town Council acquire the necessary funding to replace the roof at New Milford High School, and schedule the work in coordination with the Board of Education.</p>
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- Mrs. Chastain said ultimately it will be the Town Council's decision. She said that she is not personally a fan of solar. She says the high school is the gem of the district building-wise and she does not want to see solar panels detracting from its look. She also questions the amount of savings that solar will provide. Her preference would be to do the asphalt replacement but she could be persuaded to do the metal without solar.
- Mrs. Faulenbach said the roofs must be bonded so it is necessary to get them to the Town before January with as much feedback from the Board as possible. She said she is looking at both roofs for recommendation. SNIS has been in discussion as the priority on the capital list and was discussed as recently as last month. The high school has a temporary repair. Both need to be done but SNIS is the immediate priority if only one is chosen.
- Mr. Schemm asked to clarify the lifetime for the standing seam option. Mr. Munrett said the warranty is 30 years.
- Mr. Steve Botelho, the Garland roofing consultant, said he had presented at Facilities and some questions were asked. If the roof is not made solar ready, the savings would be \$6,500. He said the 30 year warranty for standing seam metal includes labor and materials and that these types of roofs are known to last over 50 years in actuality. He said a good example is the HPS roof.
- Mr. Schemm asked about the warranty for asphalt shingles. Mr. Botelho said that is also 30 years but the problem with the shingles is the wind uplift. The area topography will continue to be an issue.
- Mr. Failla said he likes the metal roof idea. He said he is a big advocate of solar but questions whether we are asking for more trouble versus a benefit.
- Mr. McCauley said the original design was for a metal roof and that the Town is paying for the mistake of not doing it in 1999. He said it is worth the extra cost. Regarding solar, if the payoff is true that is a huge payoff for the Town.

- Mr. Lawson said he would want people to see the solar panels because they tell everyone that we are saving money, preserving the environment, and sending a message to future generations. He said we should be proud of the solar panels and use them as a teaching tool. He said this is an opportunity for the community.
- Mrs. McInerney asked what the cost would be to add solar in the future if the set up is not done now. Mr. Botelho said it would run in the \$400,000 to \$600,000 range. Mrs. McInerney said this is a case of not being pennywise and pound foolish and she would support solar which will become the norm in the future.
- Mr. Lawson reminded the Board that ultimately it will be the Town's decision.
- Mr. Failla said he thought they should at least go with the solar ready option but that he would prefer to have the panels on the ground, not the roof.
- Mrs. Faulenbach said we would be going backwards with the shingle option and should recommend the metal solar ready option at least for bonding conversation.
- Mrs. Monaghan said she was on the high school building committee and she wished to clarify that the metal roof was not chosen because that would have made the project over time and over budget.
- Mrs. Chastain asked why the solar panels don't have the same issue with wind. Mr. Botelho said it is in how they are attached and their weight. Mrs. Chastain asked if the warranty would cover high winds such as tornado. Mr. Botelho said it would depend on the pressure but they are designing above code requirements.
- Mrs. Faulenbach suggested a clarification be added to the motion to include "to meet the deadline for the next bonding cycle of 2019".

Mrs. Monaghan withdrew her motion. Mr. Lawson withdrew his second.

Mrs. Faulenbach moved to request that the Mayor and Town Council acquire the necessary funding to replace the roof at New Milford High School, and

Motion withdrawn.

Motion made and passed unanimously to request that the Mayor and Town Council acquire

	<p>schedule the work in coordination with the Board of Education, to meet the deadline for the next bonding cycle of 2019, seconded by Mrs. Monaghan.</p> <p>The motion passed unanimously.</p> <p>J. SNIS Roof</p> <p>Mr. McCauley moved to request that the Mayor and Town Council acquire the necessary funding to replace the roof at Sarah Noble Intermediate School, and schedule the work in coordination with the Board of Education, to meet the deadline for the next bonding cycle of 2019, seconded by Mrs. McNerney.</p> <ul style="list-style-type: none"> Mr. Giovannone said the Town should be notified as soon as possible regarding the motions in order to meet the January bond cycle. He said the next Town Council meeting is November 26. Dr. Tracy said he would communicate with the Mayor tomorrow. <p>The motion passed unanimously.</p>	<p>the necessary funding to replace the roof at New Milford High School, and schedule the work in coordination with the Board of Education, to meet the deadline for the next bonding cycle of 2019.</p> <p>J. SNIS Roof</p> <p>Motion made and passed unanimously to request that the Mayor and Town Council acquire the necessary funding to replace the roof at Sarah Noble Intermediate School, and schedule the work in coordination with the Board of Education, to meet the deadline for the next bonding cycle of 2019.</p>
	<p>K. Capital Reserve Designation re 2016-17 School Calendar Grievance</p> <p>Mrs. McNerney moved to make a request to the Town that the 2016-17 liability accrued for the school calendar grievance in the amount of \$371,223.00, go to capital reserve, seconded by Mr. Lawson.</p> <ul style="list-style-type: none"> There was no discussion. <p>The motion passed unanimously.</p>	<p>K. Capital Reserve Designation re 2016-17 School Calendar Grievance</p> <p>Motion made and passed unanimously to make a request to the Town that the 2016-17 liability accrued for the school calendar grievance in the amount of \$371,223.00, go to capital reserve.</p>
13.	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p> <ul style="list-style-type: none"> There was no discussion. <p>B. Budget Drivers</p>	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p> <p>B. Budget Drivers</p>

	<ul style="list-style-type: none">• There was no discussion.	
14.	Adjourn Mrs. Faulenbach moved to adjourn the meeting at 10:12 p.m., seconded by Mr. McCauley and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn at 10:12 p.m.

Respectfully submitted:



Angela C. Chastain

Secretary

New Milford Board of Education

**New Milford Board of Education
Special Meeting Minutes
December 6, 2018
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairman Mr. Bill Dahl Mr. Joseph Failla Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen P. Monaghan Mr. J.T. Schemm	RECEIVED TOWN CLERK 2018 DEC -7 P 12:51 C
Absent:	Mrs. Angela C. Chastain	

NEW MILFORD, CT

Also Present:	Dr. Stephen Tracy, Interim Superintendent of Schools Mr. Anthony Giovannone, Director of Operations and Fiscal Services Ms. Ellamae Baldelli, Director of Human Resources Attorney William Connon, Pullman & Comley Members of the New Milford Town Council and Board of Finance
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1.	Call to Order A. Pledge of Allegiance The meeting was called to order at 7:00 p.m. by Mayor Bass. Mr. Lawson led the Pledge of Allegiance immediately following the call to order. Mayor Bass asked for a moment of silence in honor of President George H. W. Bush.	Call to Order A. Pledge of Allegiance
2.	Special Joint Meeting of the Town Council, Board of Education and the Board of Finance A. Presentation and discussion regarding town and school district health insurance** <ul style="list-style-type: none"> For details see Town of New Milford December 6, 2018 Minutes for Special Joint Meeting of the Town Council, Board of Education, and the Board of Finance. 	Special Joint Meeting of the Town Council, Board of Education and the Board of Finance A. Presentation and discussion regarding town and school district health insurance**
3.	Discussion and Possible Action by the Town Council	Discussion and Possible Action by the Town Council

A.	Discussion and possible action regarding adoption of a Memorandum of Understanding <ul style="list-style-type: none"> For details see Town of New Milford December 6, 2018 Minutes for Special Joint Meeting of the Town Council, Board of Education, and the Board of Finance. 	A. Discussion and possible action regarding adoption of a Memorandum of Understanding
4.	Recess and Relocation to SNIS LMC Room 123D <ul style="list-style-type: none"> The Board of Education recessed at 7:35 p.m. to relocate to SNIS LMC Room 123D and reconvened at 7:38 p.m. 	Recess and Relocation to SNIS LMC Room 123D
5.	Public Comment <ul style="list-style-type: none"> Kim Lavallee, President of the New Milford Educational Secretaries Association, and Kathleen Lewis, Vice President, were present to speak on behalf of the Association. Mrs. Lavallee said the union currently participates in the district's HSA high deductible insurance plan through Cigna and they have just finished negotiations on their contract, which reflects an increase in their yearly deductible. She said the Secretaries Union's "insurance year" runs from January to December, whereas the other groups run July 1 to June 30. If the new state insurance is to start July of 2019, this means their unit works under the current plan to meet their deductible until July 1 and then is back to "square one" for the State insurance plan. She asked that the Board take this impact on the comparatively lower paid secretarial union into consideration and phase the unit into the new plan while not compromising them monetarily. 	Public Comment
6.	Discussion and Possible Action by the Board of Education	Discussion and Possible Action by the Board of Education
A.	Discussion and possible action, by the Board of Education, regarding negotiations with respect to collective bargaining health insurance**	A. Discussion and possible action, by the Board of Education, regarding negotiations with

	<p>Mr. McCauley moved to authorize the Board's negotiating team to offer union exclusive bargaining agents the option of executing an MOU to change insurance plans to the State Partnership Plan 2.0 (SPP 2.0), seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none">• Mr. Dahl said he has a concern with the HSP portion of the state plan. He is concerned that people will not understand the penalties they will face if they do not meet the requirements. He said it will be important to make sure people are aware.• Mrs. McInerney said she was in a similar plan previously and the insurance company sends notifications if you are close to the deadline.• Mr. Failla said it would be important for the district to educate employees on the requirements and for the insurance company to do so as well. He said he would like to see the Board work with the Secretaries Union for equity.• Mr. Lawson said the MOU would cover those types of conversations.• Mr. Schemm asked if the MOU applies to all seven bargaining units. Mr. Lawson said yes, individually, with the exception of the teamsters. Mr. Schemm asked if that was the same for the Town side and Mr. Lawson said it was.• Mr. Schemm asked if, for the six units involved, this was a reopener for all insurance or just health insurance. Attorney Cannon said the MOU is in regards to the State Partnership Plan only, and what it supplants that covers the same ground in the contract.• Mr. Schemm asked what the "sufficient number" is for change to the SPP. Mr. Lawson said it is 75%. <p>The motion passed unanimously.</p>	<p>respect to collective bargaining health insurance**</p> <p>Motion made and passed unanimously to authorize the Board's negotiating team to offer union exclusive bargaining agents the option of executing an MOU to change insurance plans to the State Partnership Plan 2.0 (SPP 2.0).</p>
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7.	Adjourn Mr. Dahl moved to adjourn the meeting at 7:50 p.m., seconded by Mrs. Monaghan and passed unanimously. The Board rejoined the Special Joint meeting in the Library Media Center. <ul style="list-style-type: none">• For details see Town of New Milford December 6, 2018 Minutes for Special Joint Meeting of the Town Council, Board of Education, and the Board of Finance.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:50 p.m.
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Respectfully submitted:



David A. Lawson
Chairperson
New Milford Board of Education

**New Milford Board of Education
Special Meeting Minutes
December 11, 2018
Lillis Administration Building – Board Room**

Present:	Mr. David A. Lawson, Chairman Mrs. Angela C. Chastain Mr. Bill Dahl Mr. Joseph Failla Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney (arrived at 5:50 p.m.) Mr. J.T. Schemm	 RECEIVED TOWN CLERK 2018 DEC 12 P 12: 57
Absent:	Mrs. Eileen P. Monaghan	

NEW MILFORD, CT

Also Present:	Dr. Stephen Tracy, Interim Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Anthony Giovannone, Director of Operations and Fiscal Services
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1.	Call to Order A. Pledge of Allegiance The special meeting of the New Milford Board of Education was called to order at 5:00 p.m. The Pledge of Allegiance and a moment of silence immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Items for Discussion A. A presentation by Hazard, Young, Attea and Associates (HYA) regarding superintendent search consulting services followed by a question and answer period B. A presentation by New England School Development Council (NESDEC) regarding superintendent search consulting services followed by a question and answer period C. A presentation by Cooperative Educational Services (CES) regarding superintendent search consulting services followed by a question and answer period <ul style="list-style-type: none"> Mr. Lawson said the Board would hear three presentations this evening, each with a question 	Items for Discussion A. A presentation by Hazard, Young, Attea and Associates (HYA) regarding superintendent search consulting services followed by a question and answer period B. A presentation by New England School Development Council (NESDEC) regarding superintendent search consulting services followed by a question and answer period C. A presentation by Cooperative Educational Services (CES) regarding superintendent search consulting services

	<p>and answer period, followed by discussion and possible action regarding the choice of a firm.</p> <ul style="list-style-type: none">• Mr. Don Macrino presented information about the superintendent search services of Hazard, Young, Attea and Associates (HYA).• Mr. Dahl asked about the electronic survey of the community. Mr. Macrino said it is done concurrently with the focus groups to include the input of a broader group and is anonymous. It enables the consultants to sharpen the desires of the community when they are preparing the profile. He said the profile provides a layer of protection for the Board in that it will clearly represent the voice of the community regarding search characteristics.• Mr. Dahl asked if the portal will contain all search documents and information. Mr. Macrino said it will and all Board members will have access.• Mr. Dahl asked for confirmation regarding the guarantee that if the new superintendent leaves within two years, the next search is free of charge. Mr. Macrino said that is correct, provided there has not been a majority change to the Board during that time.• Mr. James Connelly and Mr. Arthur Bettencourt presented information about the superintendent search services of the New England School Development Council (NESDEC).• Mrs. Faulenbach asked for clarification on NESDEC's vetting process. Mr. Connelly said they will vet candidates and provide that material to the Board. He also encouraged the Board to reach out to contacts directly, such as the candidate's supervisor or Board Chair, for additional information.• Mrs. Faulenbach asked for confirmation that the search warranty covered any reason except retirement and Mr. Connelly said that is correct.	<p>followed by a question and answer period consulting services followed by a question and answer period</p>
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	<ul style="list-style-type: none"> • Mr. Tom Jokubaitis presented information about the superintendent search services of Cooperative Educational Services (CES). • Mr. Dahl asked for clarification regarding the background check. Mr. Jokubaitis said they reach out to contacts directly for information. He said if the Board wants a more thorough investigation, they recommend a firm for an additional \$500 fee. The firm then reports to the Board's attorney and the attorney will report any issues. This protects confidentiality. • Mr. Dahl asked how CES handles out of state certification issues. Mr. Jokubaitis said they will work with the CSDE and the candidate to review transcripts and additional courses that may be required. • Mrs. McInerney asked if the Board will see every application. Mr. Jokubaitis said yes and that CES will make recommendations but that the Board is free to see whomever they wish. • Mr. Schemm asked of the 33 searches between 2013-18, how many were unique placements. Mr. Jokubaitis said that not a lot were the same. 	
3.	Public Comment <ul style="list-style-type: none"> • There was none. 	Public Comment
4.	Discussion and Possible Action <p>A. Retention of superintendent search firm</p> <ul style="list-style-type: none"> • Mr. Lawson opened discussion regarding retention of a superintendent search firm. • Mrs. Faulenbach mentioned the financial piece. She said the Board would be looking to utilize the \$20,000 designated for strategic planning. • Mr. Lawson suggested that, first, the firms should be considered separate from financing. He said he was impressed with the first firm, HYA, and their extensive services. He found their advertising, portal and investigations piece superior. While more expensive than the other firms, he said it's the old saying, "you get what you pay for". 	Discussion and Possible Action <p>A. Retention of superintendent search firm</p>

	<ul style="list-style-type: none"> • Mrs. Chastain said she agreed with Mr. Lawson. She liked HYA's broader base of options. • Mr. Lawson said he was glad the firm has an associate in state to help cut down on travel costs. • Mr. Dahl said he found HYA very prepared and liked their portal feature. • Mr. Failla said HYA is much more expensive than the other two firms are. He liked CES and they were much cheaper. • Mr. Schemm said he sees some recycling of candidates in CES's approach. Hiring a superintendent is an investment. He said he appreciated HYA's emphasis on matching with community desires and protecting the Board at the same time. <p>Motion made by Mrs. Chastain to authorize the Board Chair and Legal Counsel to negotiate the terms of the agreement with Hazard, Young, Attea and Associates to provide consulting services for the superintendent search and to further authorize the Board Chair to sign the agreement pending legal review.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to authorize the Board Chair and Legal Counsel to negotiate the terms of the agreement with Hazard, Young, Attea and Associates to provide consulting services for the superintendent search and to further authorize the Board Chair to sign the agreement pending legal review.</p>
5.	<p>Adjourn</p> <p>Mrs. Chastain moved to adjourn the meeting at 6:35 p.m., seconded by Mr. Dahl and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 6:35 p.m.</p>

Respectfully submitted:



Angela C. Chastain
Secretary
New Milford Board of Education

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education

Sarah Noble Intermediate School

New Milford, Connecticut

December 18, 2018

**as of December 14, 2018

***as of December 17, 2018

ACTION ITEMS

A. Personnel

1. **CERTIFIED STAFF**

a. **RESIGNATIONS**

1. **None currently**

2. **CERTIFIED STAFF**

b. **NON-RENEWALS**

1. **None currently**

3. **CERTIFIED STAFF**

c. **APPOINTMENTS**

1. ****Ms. Kristin Sroka**, Math Teacher, New Milford High School

Move that the Board of Education appoint **Ms. Kristin Sroka** as Math Teacher at New Milford High School effective on or about January 29, 2019.

2018-2019 Salary – \$53,294 (Step 1F) – pro-rated to start date

Education History:

BA: UConn

Major: Applied Math Sciences

MS: University of Bridgeport

Major: Secondary Education Math

Work Experience:

5 mos. Bridge Academy, Bridgeport

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. **Mr. Joseph DiLeone**, Computer Tech II, District-wide
Move that the Board of Education approve the resignation of **Mr. Joseph DiLeone** as District-wide Computer Tech II effective December 14, 2018.

Took position elsewhere

7. NON-CERTIFIED AND LICENSED STAFF

b. APPOINTMENTS

1. ****Mrs. Kathleen Calabrese**, General Worker for Food Services, New Milford High School

Move that the Board of Education appoint **Mrs. Kathleen Calabrese** as General Worker for Food Services at New Milford High School effective December 19, 2018.

\$12.23 per hour - Hire Rate
4 hours per day

Replacing: L. Telesca

8. ADULT EDUCATION STAFF

a. RESIGNATIONS

1. ****Ms. Hope Kaplan**, Adult Education Secretary, Adult Education Program

Move that the Board of Education approve the resignation of **Ms. Hope Kaplan** as Adult Education Secretary for the Adult Education Program effective December 14, 2018.

Took position elsewhere

9. ADULT EDUCATION STAFF

b. APPOINTMENTS

1. **None currently**

10. BAND STAFF

a. RESIGNATIONS

1. **None**

11. BAND STAFF

b. APPOINTMENTS

1. **Mr. Drew Cayer**, Winter Percussion - Visual Tech for Marching Band, New Milford High School

Move that the Board of Education appoint **Mr. Drew Cayer** as Winter Percussion - Visual Tech for Marching Band at New Milford High School effective December 19, 2018.

2018-19 stipend: \$1486

2. **Mr. Gavin Halsey**, Winter Percussion – Co-Director for Marching Band, New Milford High School

Move that the Board of Education appoint **Mr. Gavin Halsey** as Winter Percussion – Co-Director for Marching Band at New Milford High School effective December 19, 2018.

2018-19 stipend: \$3928 / 2 = \$1964

3. **Mr. David Paradis**, Winter Percussion - Pit Instructor for Marching Band, New Milford High School

Move that the Board of Education appoint **Mr. David Paradis** as Winter Percussion – Pit Instructor for Marching Band at New Milford High School effective December 19, 2018.

2018-19 stipend: \$1486

- | | |
|--|---|
| <p>4. Ms. Rachel Rubino, Winter Percussion - Visual Caption Head for Marching Band, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Rachel Rubino as Winter Percussion - Visual Caption Head for Marching Band at New Milford High School effective December 19, 2018.</p> | <p>2018-19 stipend: \$1985</p> |
| <p>5. Mr. Elveret Thomas, Winter Percussion – Co-Director for Marching Band, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Elveret Thomas as Winter Percussion – Co-Director for Marching Band at New Milford High School effective December 19, 2018.</p> | <p>2018-19 stipend: \$3928 / 2 = \$1964</p> |
| <p>6. Ms. Breanna Vanak, Winter Percussion – Assistant Director for Marching Band, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Breanna Vanak as Winter Percussion – Assistant Director for Marching Band at New Milford High School effective December 19, 2018.</p> | <p>2018-19 stipend: \$1985</p> |
| <p>12. COACHING STAFF
a. RESIGNATIONS</p> | |
| <p>1. **Mr. Charles Lynch, Varsity Head Football Coach, New Milford High School
<u>Move</u> that the Board of Education approve the resignation of Mr. Charles Lynch as Varsity Head Football Coach at New Milford High School effective December 5, 2018.</p> | <p>Personal Reasons</p> |
| <p>13. COACHING STAFF
b. APPOINTMENTS</p> | |
| <p>1. Mr. Matthew Arnold, Boys' Assistant Wrestling Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Matthew Arnold as Boys' Assistant Wrestling Coach at New Milford High School effective December 19, 2018, pending receipt of coaching permit.</p> | <p>2018-2019 Stipend: \$3149</p> |
| <p>2. ***Ms. Kathy Flynn, Volunteer Cheerleading Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Kathy Flynn as Volunteer Cheerleading Coach at New Milford High School effective December 19, 2018, pending receipt of coaching permit.</p> | <p>Volunteer</p> |

3. ~~***Mrs. Amber Langlois, Varsity Cheerleading Coach, New Milford High School~~
~~Move that the Board of Education appoint Mrs. Amber Langlois as Varsity Cheerleading Coach at New Milford High School effective December 19, 2018, pending receipt of coaching permit.~~

2018-2019 Stipend: \$3603
Pro-rated to start date

4. **Mr. Jamie Pisano**, Boys' Assistant Wrestling Coach, New Milford High School
Move that the Board of Education appoint **Mr. Jamie Pisano** as Boys' Assistant Wrestling Coach at New Milford High School effective December 19, 2018, pending receipt of coaching permit.

2018-2019 Stipend: \$3149

14. LEAVES OF ABSENCE

1. None

10. DISCUSSION AND POSSIBLE ACTION

**THE FOLLOWING ITEMS CAN BE FOUND ON THE
OPERATIONS WEB PAGE UNDER DECEMBER 11, 2018**

- B. Monthly Reports
 - 1. Budget Position
 - 3. Request for Budget Transfers
- C. Gifts & Donations
 - 1. PTO – Exhibit B
- D. Bid Awards
 - 1. Special Education School-Based Occupational Therapy Services
 - 2. Special Education School-Based Physical Therapy Services
- E. Stipend Requests
 - 1. Sarah Noble Intermediate School



PURCHASE RESOLUTION D - 717

REVISED AGENDA ITEM 3B-2
DECEMBER 2018 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	SPED	FUSION LEARNING INC	TUITION - PER SETTLEMENT AGREEMENT	\$ 50,000.00	55630
GENERAL	SPED	THE VILLAGE	TUITION - EAGLE HOUSE SUB-ACUTE PROGRAM FOR 4 MONTHS	\$ 27,690.00	55630
GENERAL	DISTRICT	HAZARD, YOUNG, ATTEA & ASSOCIATES	CONSULTING FEE - SUPERINTENDENT OF SCHOOLS	\$ 21,500.00	53200
GENERAL	DOI	UNIVERSITY OF BRIDGEPORT	TUITION - 2 FALL SEASON INTERNS	\$ 15,300.00	51202
GENERAL	DOI	PANORAMA EDUCATION INC	SURVEY ADMINISTRATION/ANALYSIS/REPORTING	\$ 13,756.25	53220
GENERAL	DOI	THE REVISION LEARNING PARTNERSHIP	COLLEGIAL CALIBRATIONS	\$ 11,443.08	53200
GENERAL	FACILITIES	JD MUSE ENTERPRISES, LLC	ANNUAL UNIFORM ORDER - FACILITIES STAFF	\$ 8,905.15	53200

Community Relations

Visits to the Schools

The Board of Education and staff of the school district welcome and strongly encourage members of the community and other interested persons to visit the schools.

Board of Education members are expected to visit schools to become acquainted with school personnel and programs; however, Board members have authority only in scheduled meetings of the Board, as members of Board committees or when delegated specific tasks by specific Board action.

Members of the public and individual Board members interested in visiting schools or classrooms will make arrangements for visitations through the administrators of the various schools. Such visits shall be regarded as expressions of interest in school affairs and/or efforts to become informed about school programs and activities.

Subject to the direction and approval of the Board, the Superintendent is authorized to establish such reasonable regulations as will:

- ~~1.4.~~ Ensure student safety.
- ~~2.1.~~ Encourage parents, guardians and other family members of students to visit our schools.
- ~~3.2.~~ Provide for appropriate hospitality for visitors.
- ~~4.3.~~ Require all visitors to register in the office of the Principal upon their arrival at the school.
- ~~5.5.~~ Ensure that the orderly process of school activities is not disrupted.
- ~~6.6.~~ Channel expressions of approval as well as constructive criticism to the school administration and to the Board of Education.

Since **we strive to maintain** continuity in **instruction**, ~~classrooms is often difficult to achieve and maintain~~, while visiting in a classroom, a visitor must not interrupt the class in any way, nor speak to (unless invited to do so) or disturb the students or teacher.

The Principal or her/his designee shall have complete authority to exclude from the school premises any persons whom s/he has reason to believe are disrupting the educational programs in the classroom or in the school, are disturbing the teachers or students on the premises, or whom the Principal believes are on the premises for the purpose of committing an illegal act.

Community Relations

Visits to the Schools (continued)

Visitor Registration

~~It is required that all visitors, including members of the Board of Education, register in the office of the Principal. Staff members should be alert to the presence of unauthorized visitors and report their presence to the Principal promptly.~~

All visitors must register in the office of the school principal. Staff members should be alert to the possibility of unauthorized visitors and promptly report any concerns to the Principal. Any person shall be considered loitering on school grounds when he/she loiters or remains in or about a school building or grounds, without any reason or relationship involving custody of or responsibility for a student or any other license or privilege to be there.

Visitors not associated with the schools may not initiate, direct, conduct, control or regularly attend the meetings of student groups.

(cf. 9010 - Responsibilities and Limits of Authority)

Legal Reference: Connecticut General Statutes

10-151b Evaluation by superintendents of certain educational personnel

53a-185 Loitering in or about school grounds: Class C misdemeanor.

Policy adopted:
Policy revised:

May 7, 2001
April 8, 2014

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Community Relations

Public Performances by Students

The Board of Education recognizes the educational value from student participation in civic and community affairs. Teachers are encouraged to prepare students for public performances which contribute to student education when they don't interfere unduly with other educational activities or programs. Such participation shall be fully supported by the teachers and no student shall suffer any penalty for his/her participation in such activities.

School groups may, ~~as authorized by Superintendent's regulations~~ **consistent with all applicable Board policies and related administrative regulations**, participate in local public events.

Approved Field Trips December 2018

	A	B	C	D	E	F	G	H	I
1	<u>School</u>	<u>Grade/Dept.</u>	<u>Trip Date</u>	<u>Day(s) of the Week</u>	<u># of Students</u>	<u># of Adults</u>	<u>Destination</u>	<u>Subs</u>	<u>Student Cost</u>
2	NMHS	11-12	1/9/19	Wednesday	25	2	Cheshire Correctional Institute	2	\$16.00
3	SMS	6-8	1/10/19	Thursday	4	1	Newtown Youth Academy: Unified Sports	1	\$0.00
4	SMS	6-8	1/12/19	Saturday	33	2	King Phillips MS/ Auditions for Northern Region Music Fest	0	\$0.00
5	NMHS	9-12	02/02/19	Saturday	18	2	North Haven High School All State Ensemble Auditions	0	\$25.00
6	HPS	1	2/25/19	Monday	103	16	Warner Theater: The Lion King	0	0.00 PTO Grant
7	NMHS	10-12	3/5/19	Tuesday	45	2	DECA State Conference: Plantsville CT	2	\$75.00
8	NES	2	04/10/19	Wednesday	141	14	Warner Theater: Amber Brown is not a Crayon	0	0.00 PTO Grant
9	NMHS	9-12	5/2/2019	Thursday	App 70	11	NYC Various Destinations: Music	2	\$199.00
10	NES	K	05/08/19	Wednesday	170	9	Ridgefield Playhouse: Henry and Mudge	0	0.00 PTO Grant
11	NMHS	9-12	1/18 & 1/19/19	Friday/Saturday	18	2	New Britain HS: CMEA Northern Regional Music Fest	2	\$40.00
12	NMHS	10-12	4/26-5/1/19	Friday-Wed	16	2	DECA National Conference Orlando Florida	2	1200.00 (approximately)
13	SNIS	3	6/3 & 6/4/19	Monday & Tuesday	132 each day	6	Club Getaway: Team building	0	0.00 PTO Grant

**New Milford Board of Education
Policy Sub-Committee Minutes
December 4, 2018
Lillis Administration Building, Room 2**

Present: Mr. J.T. Schemm, Chairperson
Mr. Joseph Failla
Mrs. Wendy Faulenbach
Mrs. Tammy McInerney

Also Present: Dr. Stephen Tracy, Interim Superintendent of Schools

<p>1.</p>	<p>Call to Order</p> <p>The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mr. Schemm.</p>	<p>Call to Order</p>
<p>2.</p>	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	<p>Public Comment</p>
<p>3.</p> <p>A. Policies for Review:</p> <ul style="list-style-type: none"> Mr. Schemm said this evening will complete the review of the 1000 series. He said a few policies are back after being tabled at the last meeting due to time constraints. He said the committee should continue to consider each policy in light of reviewing and making no changes, making suggestions for revision, or looking to delete or combine the policy with another. <p>1. 1322 Contests for Students</p> <ul style="list-style-type: none"> Mr. Schemm said this policy has been discussed a few times recently. He highlighted the phrase that the contests should be "educationally sound and worthy". Mrs. Faulenbach wondered if there was an accompanying regulation for specifics since the policy provides only general intent. Mrs. McInerney said care should be taken with the use of contests sponsored by outside organizations. Once they are accepted, it is 	<p>Discussion and Possible Action</p> <p>A. Policies for Review:</p> <p>1. 1322 Contests for Students</p>	<p>Discussion and Possible Action</p> <p>A. Policies for Review:</p> <p>1. 1322 Contests for Students</p> <p>RECEIVED TOWN CLERK <i>[Signature]</i></p> <p>2018 DEC -5 P 3:18</p> <p>NEW MILFORD, CT</p>

	<p>difficult to have control should the outside organization not follow through. She asked if contests need annual approval. Dr. Tracy said not unless something changes.</p> <ul style="list-style-type: none"> • No changes to the policy were recommended. A review date will be added. <p>2. 1323 Gifts to Students</p> <ul style="list-style-type: none"> • Mrs. McInerney suggested that the phrase “and the corresponding administrative regulations providing for awards” be deleted because there is no accompanying regulation. • The reference to policy 5126 will be deleted because it is not current. <p>3. 1324 Fund-Raising by Students</p> <ul style="list-style-type: none"> • Mrs. McInerney asked about the referenced listing of all fundraising activities that the Superintendent will furnish to the Board. • Mr. Schemm said this came up last year and a list was distributed with the intent to provide a new one periodically. • Mrs. Faulenbach said the Board is free to request information at any time. She suggested end of the year might be a good time once the spring fundraising was complete. • Mrs. McInerney said she thought the list should be for fundraisers happening during that school year. • Mrs. McInerney suggested that the statement “Students in grades K-5 shall not be asked to solicit outside of their home” be changed to reflect that they should only solicit to people they know. • Mr. Failla said he thought the wording was fine as is since, it says they “shall not be asked” so it is at parental discretion. • No changes to the policy were recommended. A review date will be added. <p>4. 1325 Advertising and Promotion</p> <ul style="list-style-type: none"> • Mr. Schemm said this policy was last reviewed in conjunction with the turf fields. 	<p>2. 1323 Gifts to Students</p> <p>3. 1324 Fund-Raising by Students</p> <p>4. 1325 Advertising and Promotion</p>
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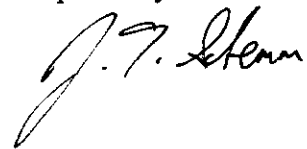
	<ul style="list-style-type: none">• Mr. Failla asked how the turf field advertising program was going.• Mrs. Faulenbach said she attended the last turf field committee meeting. They have a form and flyer that advertise the program and it is on the high school website. There is only one sign now on the field. They discussed ways to get more notice of the opportunity out to the community.• Mr. Schemm noted that this policy has a regulation to go with it that was adopted in September 2017. He said the regulation has legal references but the policy does not. He suggested that legal be consulted to see if references should be added to the policy as well. <p>5. 1326 Solicitations by Staff Members</p> <ul style="list-style-type: none">• There were no issues with this policy. A review date will be added. <p>6. 1330 Use of School Facilities</p> <ul style="list-style-type: none">• Mr. Schemm said there are a number of forms that accompany this policy.• Mrs. Faulenbach said they are reviewed frequently as the use of our buildings change with time and fees are adjusted.• It was noted that Facilities Manager should be changed to Director.• Mr. Failla referenced the requirement for a police officer or fireman if the expected attendance is over 100. He asked if that was a random number or tied to some regulation. It was suggested to check with legal.• Mrs. Faulenbach noted there was somewhat contradictory language in that passage too with the words “may” and “are”.• Mr. Failla asked if the form for the high school auditorium is still prepared in quadruplicate.• On page d, letter i, Mr. Failla asked if there is a minimum amount of insurance that a renting organization must have and if the renter is required to list the school as an additional insured on their policy.• Mr. Schemm asked that it be checked to see if the reference to public act 97-290 is still current.	<p>5. 1326 Solicitations by Staff Members</p> <p>6. 1330 Use of School Facilities</p>
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<p>7. 1331 Smoking</p> <ul style="list-style-type: none"> • Mrs. Faulenbach noted that vaping is included here. • It was noted that the second sentence is not complete. Consensus was to remove it, since it is not necessary to the policy. • Mr. Schemm said vaping implements were added to drug paraphernalia definitions the last time this topic was addressed in the 5000 student series. He said the Board can't change the statutory definitions but can adjust internal consequences for use. • Mr. Failla noted that strict enforcement is difficult right now because use is so prevalent. He said administrators sometimes must pick their battles. • Mrs. Faulenbach said she also hears comments to the effect of why have a policy if you are not going to enforce it. She said she thinks it is a larger discussion for the future. • Mr. Failla said it may come down to more education on the topic in schools, similar to the work that was done against smoking. • Mr. Schemm asked that it be checked to see if the reference to public act 14-76 is still current. <p>8. 1350 Senior Citizens' Benefits</p> <ul style="list-style-type: none"> • Mrs. Faulenbach noted that the Senior Center lets seniors know about this benefit and they help distribute the passes. • Discussion took place about removing the specificity to age but consensus was to leave the policy as is. A review date will be added. <p>9. 1411 Relations with Police Authorities</p> <ul style="list-style-type: none"> • Dr. Tracy noted a typo in the second paragraph. • Mr. Failla said he had a problem with police questioning students in school without parental notification and/or administrator presence. He said the police should follow school policies. • Mrs. Faulenbach asked that legal be consulted to see if the school is allowed to mandate to law enforcement that parents be present. 	<p>7. 1331 Smoking</p> <p>8. 1350 Senior Citizens' Benefits</p> <p>9. 1411 Relations with Police Authorities</p>
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	<ul style="list-style-type: none"> • Mr. Schemm said it can be further complicated by using school resource officers to question. • Mrs. Faulenbach said the district has an MOU regarding school resource officers that gives some guidelines. • Dr. Tracy said the general rule is to notify parents that questioning is coming unless the situation is urgent or life threatening and that an administrator should be present. He said it is important not to criminalize what may be more likely viewed as school misbehavior. • Mrs. McInerney said it is important that students know administrators are there for them. • Mr. Schemm agreed, citing the “in loco parentis” role of school personnel. • Dr. Tracy said he has begun a dialogue with the new Chief of Police for the town and this will be a good discussion to have with him. <p>10. 1412 Fire Department</p> <ul style="list-style-type: none"> • The reference to policy 6114 will be corrected to 6114.3. <p>11. 1430/1440 State and Federal Aid</p> <ul style="list-style-type: none"> • Mr. Schemm noted the use of two numbers for this policy, and asked for clarification as to why. He wondered if this policy was necessary. • Mrs. Faulenbach said it does describe the grant approval process. • Mr. Schemm said that was a good point because the Board does have financial oversight. • Mrs. Faulenbach said it could sometimes be philosophical as well in that it may not be a type of grant, or from a particular organization, that the Board wishes to accept. • Mr. Schemm said he finds the full paper copies of the grants that the Board receives unnecessary. He suggested a simple summary instead with an electronic link to the full grant should a Board member wish to review it. <p>12. 1620/1640 Relations with Private Schools, Colleges and Universities</p>	<p>10. 1412 Fire Department</p> <p>11. 1430/1440 State and Federal Aid</p> <p>12. 1620/1640 Relations with Private Schools, Colleges</p>
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	<ul style="list-style-type: none">Mr. Schemm noted two descriptive numbers are used for this policy, similar to the previous policy, and he would like clarification. 13. 1700 Possession of Firearms on School Property Prohibited <ul style="list-style-type: none">Mr. Schemm said this policy was reviewed recently when state motor vehicle inspectors were authorized. The revision came from legal.Mr. Failla asked for clarification as to whether the policy allows off duty police officers, state troopers, and/or retired police officers to carry a weapon on school grounds.	and Universities 13. 1700 Possession of Firearms on School Property Prohibited
4.	Public Comment <ul style="list-style-type: none">There was none.	Public Comment
5.	Adjourn Mrs. Faulenbach moved to adjourn the meeting at 8:14 p.m. seconded by Mr. Schemm and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 8:14 p.m.

Respectfully submitted:



J.T. Schemm, Chairperson
Policy Sub-Committee

**New Milford Board of Education
Facilities Sub-Committee Minutes
December 11, 2018
Lillis Administration Building—Room 2**

Present: Mr. Brian McCauley, Chairperson
Mrs. Angela C. Chastain
Mr. Bill Dahl
Mrs. Tammy McInerney, Alternate

Absent: Mrs. Eileen P. Monaghan

Also Present: Dr. Stephen Tracy, Interim Superintendent
Mr. Kevin Munrett, Facilities Director
Mr. Nestor Aparicio, Assistant Facilities Director
Mr. Anthony Giovannone, Director of Operations and Fiscal Services
Ms. Ellamae Baldelli, Director of Human Resources

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2018 DEC 13 A 11:41
JGK

NEW MILFORD, CT

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. Mrs. McInerney was seated in the absence of Mrs. Monaghan.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none 	Public Comment
3.	Discussion and Possible Action A. NMHS Roof <ul style="list-style-type: none"> Dr. Tracy said there was a meeting at the Mayor's office last week at which Town Council member Paul Szymanski was present. Mr. Szymanski expressed two concerns: that the bid process was orchestrated by Garland and they may provide materials for the project; and why the option of putting asphalt shingles over the existing shingles was not considered. As a result, the project has slowed down and become more complicated. Dr. Tracy said he wanted to clarify the concern raised regarding Garland. Garland is being used as the General Contractor through the U.S. Communities Government Purchasing Alliance, as was done with the Town approved SMS roof project. The process is used to expedite the 	Discussion and Possible Action A. NMHS Roof

work and no objection was raised from anyone until last week.

- Regarding shingling over existing shingles, Dr. Tracy said no one had suggested this option during any of the previous lengthy discussions. This option would continue the vulnerability to wind lift. It also does not provide for ventilation, resulting in a shorter life span for the roof. This option would also negate the possibility of solar for the life of that roof.
- Mr. Munrett said using asphalt over asphalt will also result in bigger labor costs 8-15 years down the road when two layers will have to be removed before a new roof is added.
- Mr. Dahl asked if bidding this option would meet the bonding timeline. Dr. Tracy said January bonding is no longer an issue per the Town; they can issue anticipation notes instead.
- Mr. Dahl said the Board has spent a great deal of time talking about roofs and gathering information to make informed decisions. He wondered why the Board should spend any more time since the Town will ultimately do what they want.
- Dr. Tracy said in his opinion, Garland did a good job of presenting options. Late in the game, the Town has raised another option. He recommends letting the Town scope out that option.
- Mr. McCauley called on Board Chair David Lawson from the audience to add his interpretation of the meeting. Mr. Lawson said the Board had done exactly what they were asked to do by the Town. If the Town wants something different now, they should do it since they are the ones making the decision.
- Mrs. McNerney said this new option, of asphalt over asphalt, is putting a bandaid on a problem that will have to be dealt with down the road. She would like Board input noted for the record.
- Mrs. Chastain said she is from the Midwest and putting shingles over shingles is very common. She asked if there is documentation of how many shingles have been lost off the high school over time. She said showing that to the

	<p>Town might help.</p> <ul style="list-style-type: none"> • Mr. Steve Botelho, from Garland, was invited to speak from the audience. He said the high school roof is not a traditional shingle roof. It has a metal deck, insulation, then fiberboard, then shingles. There is no ventilation. The sun beats down on the shingles, dries them out, and they continue to blow off. He said Garland would not warranty the current option being suggested by the Town and would not bid on the project that way. He said the Board paid to have an architect and structural engineer write the specs for the shingle and metal seam options presented to the Board as part of a design study. He would welcome a combined meeting with the Town to allow discussion of why the options were recommended. He noted that Mr. Syzmanski voted for the SMS project. • Mrs. Chastain noted that Mr. Syzmanski is just one member of the Town Council. She suggested this should be discussed with a broader group. • The consensus of the Facilities committee was that they have no interest in seeking additional bids. • Mrs. Chastain suggested a memo be sent to the Town as part of due diligence on the Board's part regarding what the steps will be going forward. • Mr. Dahl asked if the Board was interested in another joint meeting. Mr. Lawson asked what the goal would be. Mrs. Chastain said to be clear that the ball was now in the Town's court regarding this project. Mr. Lawson said he did not think a joint meeting would move that goal along. 	
B. SNIS Roof	<ul style="list-style-type: none"> • Mr. Munrett said the SNIS roof was the number one priority before the May 15, 2018 storm damaged the high school roof. He said the SNIS roof is not getting any better and should be bonded shortly. He asked what the next step is. • Mrs. McInerney asked if there were plans 	B. SNIS Roof

	<p>regarding the roof. Mr. Munrett said there is a full RAMP report regarding needs and estimated costs but no specs, and no actual bids.</p> <ul style="list-style-type: none">• Dr. Tracy said they are looking to have the Town acknowledge the urgency of the project and determine who is going to take the RAMP report and turn it into a bid. There should be clear expectations regarding options to be investigated.• Mr. McCauley asked if the Town could be approached before next Tuesday's Board meeting. Dr. Tracy said he could contact the Town for additional input.	
C. Oil Tanks	<ul style="list-style-type: none">• Mr. Munrett said the HPS project is basically complete with only small items left to be checked off. The vendor has started work at East Street. The old tank has been pumped and should be removed within the next day or two. SNIS oil tank funds have been approved by the Town for the same vendor, who will move there after the East Street project.• Mr. Dahl asked if the Facilities department will be plowing the grassy area at East Street for parking. Mr. Munrett said yes, the gravel section.• Mrs. McInerney asked what the timetable is for completion of the projects. Mr. Munrett said East Street should be done in two weeks, weather permitting. He thanked Mitchell Oil again for their generous donation of a temporary tank while the project is taking place.• Mrs. Chastain suggested Mitchell be recognized at a Board meeting.• Mr. Munrett said regarding the SNIS oil tank, that a purchase order will be issued shortly so the tank can be ordered. Delivery is 10-12 weeks.• Mrs. McInerney asked if the project can be done during the winter and Mr. Munrett said yes because SNIS is heated by natural gas, with the oil tank a redundancy system.• Mr. Giovannone said the vendor would have the	C. Oil Tanks

	purchase order this week.	
4.	<p>Item of Information</p> <p>A. Budget Drivers</p> <ul style="list-style-type: none"> Mr. Munrett said he has updated the five year capital plan again as a result of conversations around budget. He said regarding the tennis court resurfacing, he had checked with the Town grant writer as suggested, and was referred to the USTA. They are reviewing whether or not the district qualifies for any USTA grant. If so, the USTA would provide \$10,000 towards resurfacing or \$20,000 towards replacement. He said there are no health and safety issues for the courts, just playability issues. The \$27,000 cost is to resurface the courts. Full replacement would be approximately \$700,000 or \$350,000 to pave over them with asphalt. Mrs. Chastain clarified that this version of the plan distributed tonight is for Facilities only. Mr. Munrett said that is correct, Technology is not included. At last week's meeting, Mr. Munrett said the Town did mention that they are receptive to helping with bigger ticket items that might make a bondable list. Mrs. Chastain asked the status of redoing the NES parking lot. Mr. Munrett said they are waiting until the Town begins the Hipp Road project in two to three years and will work with them then. 	<p>A. Budget Drivers</p>
5.	<p>Public Comment</p> <ul style="list-style-type: none"> Mrs. Wendy Faulenbach said she was at the meeting at the Mayor's office last week and previous ones regarding insurance and financing options. She said that it should be recognized that the Board acted as a whole in making requests to the Town Council regarding roofs and financing. She said it is important to follow up on those requests since they were not added to the Town Council agenda, so that they 	<p>Public Comment</p>

	don't fall through the cracks. The Board did what they were requested to do by the Town. She said it behooves the Town Council to have a public conversation regarding their plans, including July bonding. Regarding the patching option for the high school roof, she said this has never been offered as an option previously. She said she is open to looking at it in light of what is the overall best use of taxpayer funds.	
6.	Adjourn Mrs. Chastain moved to adjourn the meeting at 7:29 p.m., seconded by Mrs. McInerney and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:29 p.m.

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Minutes
December 11, 2018
Lillis Administration Building—Room 2**

Present: Mrs. Wendy Faulenbach, Chairperson
Mr. Brian McCauley
Mr. Bill Dahl, Alternate

Absent: Mrs. Eileen P. Monaghan

Also Present: Dr. Stephen Tracy, Interim 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 Munnett, Facilities Director

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NEW MILFORD, CT

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. Mr. Dahl was seated in the absence of Mrs. Monaghan.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence <ul style="list-style-type: none"> Ms. Baldelli said she will have a revised Exhibit A for Friday's packet. Mrs. Faulenbach asked about openings. Ms. Baldelli said HPS has a special education vacancy. There is a part time special education vacancy at Faith Academy. The high school is beginning interviews for the math vacancy. They also have a special education vacancy. The CBI program still has a part time opening. Regarding non-certified openings, the Director of Technology position has been reposted, the HPS Principal position will be posted shortly, 	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence

Operations Sub-Committee Minutes

December 11, 2018

Lillis Administration Building—Room 2

	<p>and the high school has one paraeducator opening and one cafeteria general worker opening. There is also a vacancy for a Computer Tech I.</p> <p>Mr. Dahl moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 11/30/18 2. Purchase Resolution D-717 3. Request for Budget Transfers <ul style="list-style-type: none"> • Regarding the budget position, Mr. Giovannone brought attention to the legal services line, which is 60% expended halfway through the year. He said there has been more engagement with legal due to mediations and the insurance move. He also discussed advertising. He said that may require a transfer next month due to legal notices associated with open positions and some bids not budgeted for. • Mr. McCauley asked about the line for telephones, which is overexpended. Mr. Giovannone said he would check. • Mrs. Faulenbach asked about the “other services” line, which has a \$593,000 balance. Mr. Giovannone said the biggest driver in that line is tuition to private sources. • Mrs. Faulenbach asked about the \$20,994 balance in dues and fees. Mr. Giovannone said he would check. • There were no requests for budget transfers. • Mr. Giovannone said he would have a revised purchase resolution for the full Board meeting to reflect the addition of the purchase order for the superintendent search consultant approved this evening. 	<p>Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 11/30/18 2. Purchase Resolution D-717 3. Request for Budget Transfers
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	<p>Mr. McCauley moved to bring the monthly reports: Budget Position 11/30/18, Purchase Resolution D-717 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mr. Dahl.</p> <p>Motion passed unanimously.</p> <p>C. Gifts & Donations</p> <p>1. PTO — Exhibit B</p> <ul style="list-style-type: none"> • Mr. McCauley said he would have liked to go on the sponsored field trip. <p>Mr. Dahl moved to bring the Gifts & Donations to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>D. Bid Awards</p> <p>1. Special Education School-Based Occupational Therapy Services</p> <p>2. Special Education School-Based Physical Therapy Services</p> <ul style="list-style-type: none"> • Mrs. Olson said this goes out to bid every three years. This year the bid process was moved earlier in the year so the numbers would be available for budgeting. She said Integrated Pediatrics has been providing services to the district for over 20 years, Debbie Myhill for over 15 years. The services are high quality and collaborative. • Mrs. Faulenbach asked what the financial impact of the bid is. Mrs. Olson said it keeps the status quo. <p>Mr. Dahl moved to bring the bid awards for Special Education School-Based Occupational and Physical Therapy Services to the full Board for approval.</p>	<p>Motion made and passed unanimously to bring the monthly reports: Budget Position dated 11/30/18, Purchase Resolution D-717, and Request for Budget Transfers to the full Board for approval.</p> <p>C. Gifts & Donations</p> <p>1. PTO — Exhibit B</p> <p>Motion made and passed unanimously to bring the Gifts & Donations to the full Board for approval.</p> <p>D. Bid Awards</p> <p>1. Special Education School-Based Occupational Therapy Services</p> <p>2. Special Education School-Based Physical Therapy Services</p> <p>Motion made and passed unanimously to bring the bid awards for Special Education</p>
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	<p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>E. Stipend Requests 1. Sarah Noble Intermediate School</p> <ul style="list-style-type: none"> • Mrs. Faulenbach referenced the memo regarding these stipends and noted that they are cost neutral. • Ms. Baldelli said these requests came about as a result of a survey of staff and students. <p>Mr. McCauley moved to bring the Stipend Requests for Sarah Noble Intermediate School to the full Board for approval.</p> <p>Motion seconded by Mr. Dahl.</p> <p>Motion passed unanimously.</p> <p>F. 2016-17 Liability Accrued for the School Calendar Grievance</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said she welcomed comments from Mr. Lawson, the Board Chair, on this topic, as she and Mr. Lawson had a meeting with the Town last week. At the meeting, the Town asked that the Board reconsider this request and send the funds to the Town's general fund instead. Since the Board had already made a request as a whole that these funds go to capital reserve, this topic has been added to Operations for discussion with the intent to send it to the full Board for action. Mrs. Faulenbach said that would require that the full Board rescind the request. • Mr. Dahl said there had been two capital reserve requests made by the Board, this one, and the one for the end of the year balance. He asked what the basis is for the Town's request. • Mr. Lawson said the end of year balance was already approved by Town Council and Board of Finance. The litigation funds were 	<p>School-Based Occupational and Physical Therapy Services to the full Board for approval.</p> <p>E. Stipend Requests 1. Sarah Noble Intermediate School</p> <p>Motion made and passed unanimously to bring the Stipend Requests for Sarah Noble Intermediate School to the full Board for approval.</p> <p>F. 2016-17 Liability Accrued for the School Calendar Grievance</p>
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	<p>mentioned as part of a larger ongoing conversation. Also, the Town indicated that other capital projects for the Board would be considered for bonding and possibly pulled from our operational budget. Mr. Lawson said we, the Board, asked for assurance that any future litigation funds returned would go to the Board's capital reserve account.</p> <ul style="list-style-type: none"> • Dr. Tracy said the Mayor has verbally committed to that request. He said sending the litigation funds to the Town's general fund helps the Town avoid ending the year in the red. • Mrs. Faulenbach said the BOE finished the year on a positive note with a year end balance, unaudited, of \$277,903 plus \$50,000 for the turf fields. When the year end balances of the BOE and Town are combined, there is a shortfall. • Mr. Dahl said he doesn't mind splitting to help the Town as long as there is a guarantee that other litigation is preserved for the future. • Mrs. Faulenbach said with the continued collaboration on financial discussions with the Town, she thinks it is crucial to have a paper trail at the BOE level. Board motions must be followed to completion. • Mrs. Faulenbach asked what is in capital reserve now and Mr. Giovannone said approximately \$449,000. Mrs. Faulenbach asked what the capital reserve balance will be once the year end balance is added. Mr. Giovannone said approximately \$725,000. Mrs. Faulenbach said that is historically low still and she thinks it is imperative that any future litigation funds go there if the district prevails. <p>Mr. Dahl moved to bring the 2016-17 Liability Accrued for the School Calendar Grievance to the full Board for discussion and possible action.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the 2016-17 Liability Accrued for the School Calendar Grievance to the full Board for discussion and possible action.</p>
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4.	Item of Information	Item of Information
A.	<p data-bbox="297 352 509 386">Budget Drivers</p> <ul data-bbox="354 436 1019 1879" style="list-style-type: none"><li data-bbox="354 436 1019 506">• Mr. Giovannone said this topic was on again to solicit Board input for budget.<li data-bbox="354 512 1019 581">• Mr. Dahl asked whether pay to play is currently in next year's budget.<li data-bbox="354 588 1019 877">• Mr. Giovannone said he specifically wanted to get feedback from the Board regarding revenues. Pay to play revenue is still in the projected 2019-20 budget. Regarding excess costs, he said there are fewer placements expected next year. Historically, excess costs are budgeted at 70% but they have been coming in closer to 65%.<li data-bbox="354 884 1019 989">• Dr. Tracy said the good news is that means we are keeping more students in New Milford in the spirit of inclusion.<li data-bbox="354 995 1019 1100">• Mrs. Olson noted that transportation sharing is also keeping costs down, reducing excess cost reimbursements.<li data-bbox="354 1106 1019 1360">• Mrs. Faulenbach said that capital reserve and its hit to the operational budget factor into the spirit of recent conversations with the Town. The Board needs to try to figure out how much collaboration there will be, and pinpoint a dollar amount to that prior to budget release. Clear identification is needed.<li data-bbox="354 1367 1019 1514">• Mr. Giovannone said he would work to identify a secondary list of bondable items, and other smaller items for consideration as well, so that discussion can take place.<li data-bbox="354 1520 1019 1589">• Dr. Tracy said there should be a separate request to the Town going forward.<li data-bbox="354 1596 1019 1743">• Mrs. Faulenbach said it would be important for the Town to weigh in prior to budget adoption. She recommended care with any offset, as the capital reserve account is low.<li data-bbox="354 1749 1019 1879">• Mrs. Faulenbach asked about the status of the security grant. Mr. Giovannone said he is still waiting and that the funds will go to the Town, with the Board needing to make a request to	A. Budget Drivers

	<p>move the funds to capital reserve.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said the funds should go to capital reserve, since the purchases came from the Board's budget. • Mrs. Faulenbach noted that the change to the state insurance plan will provide some give for the 2019-20 budget. • Dr. Tracy said that even with the insurance cost avoidance, other forces are pushing the budget up, including recent salary negotiations. • Mrs. Faulenbach said they will be looking at offsets wherever they can be found. 	
5.	<p>Public Comment</p> <ul style="list-style-type: none"> • Dr. Yvonne de St. Croix thanked the committee for its support of the new SNIS stipends. She said the students are very excited about the offerings, especially creative writing, and that it will be a nice lead in for the topic at the middle school. • Dr. Tracy said he attended the Mock Trial at SMS which Dr. de St. Croix facilitated and he was very impressed at how well prepared the students were. • Mrs. Tammy McInerney said she is not in favor of rescinding the request for the litigation funds to go to capital reserve. She said the Board helped the Town with \$750,000 last year. Then the Town came into an additional \$1.5 million, of which the BOE received none. Then the Town basically zeroed out the BOE budget. While she appreciates the Town's fiscal issues, she doesn't understand why fixing them has to come off the backs of our students. She will not support this action, as a taxpayer or as a parent. She said the Town has \$18-\$20 million in reserves and she doesn't get why they don't look there. 	Public Comment
6.	<p>Adjourn</p> <p>Mr. McCauley moved to adjourn the meeting at</p>	<p>Adjourn</p> <p>Motion made and passed</p>

New Milford Board of Education
Operations Sub-Committee Minutes
December 11, 2018
Lillis Administration Building—Room 2

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	8:29 p.m. seconded by Mr. Dahl and passed unanimously.	unanimously to adjourn the meeting at 8:29 p.m.
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Respectfully submitted:



Wendy Faulenbach, Chairperson
Operations Sub-Committee