

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

BOARD OF EDUCATION
MEETING NOTICE

DATE:	May 9, 2017
TIME:	7:30 P.M.
PLACE:	Sarah Noble Intermediate School – Library Media Center

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. NMHS students Jessica Berkun, Michael Carroll, Michael Cavuoto, Nicholas Cavuoto, Emma Chamberlin, Madeline de la Parra, Duncan Edel, Michaela Ferlow, Nicholas Fitch, Matthew Hassiak, Brian Hinger, Thomas King, Scott Klimowich, Allan Lian, Megan Lovejoy, Frank Magnante, Kevin McNulty, Ryan McNulty, Sarah Morris, Abigail Myhill, Chloe Onorato, Eliza Peery, Connor Stahl, Kendall Stewart, Tyler Volansky
- B. NMPS Stars of the Month: Michael Clyne, Joan Conn, Catherine Gardner, Nicole Lawlor, Timothy Polhemus, Madeleine Sanger

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 April 18, 2017
 2. Regular Meeting Minutes April 18, 2017
 3. Special Meeting Minutes April 26, 2017

7. SUPERINTENDENT'S REPORT

8. BOARD CHAIRMAN'S REPORT

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2017 MAY -5 P 1:00

NEW MILFORD, CT

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 – Mr. McCauley
- F. Connecticut Boards of Education (CABE) – Mr. Coppola
- G. Negotiations Committee – Mrs. Faulenbach
- H. Magnet School – Mr. Schemm
- I. Ad-Hoc Committee – Mr. Coppola

10. DISCUSSION AND POSSIBLE ACTION

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated May 9, 2017
- B. Monthly Reports
 - 1. Budget Position dated 4/28/17
 - 2. Purchase Resolution: D-698
 - 3. Request for Budget Transfers
- C. Gifts & Donations
 - 1. PTO-Exhibit B
- D. Policy for First Review
 - 1. 6141.321/4118.4/4218.4 Acceptable Use and Internet Safety
- E. Policy for Second Review
 - 1. 6142.2 Student Nutrition and Physical Activity (Student Wellness)
- F. Policies for Approval
 - 1. 4112.5/4212.5 Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers
 - 2. 9115 Annual Organizational Meeting of the Board
- G. Bid Awards
 - 1. Septic Cleaning
 - 2. Boiler Cleaning
- H. Grant Approvals
 - 1. Adult Education
 - a. ED 244
 - b. IEL/Civics - ESL for Life and Work
 - c. Workplace Readiness - Pathways to the Future
 - 2. IDEA Grant
- I. Food and Nutrition Services – Exhibit C
 - 1. Healthy Food Certification Statement
 - 2. Food Certification Exemptions for School Fundraisers
 - 3. Beverage Certification Exemptions
- J. All-Star Transportation Contract
- K. Traffic Study
- L. 2017-18 Budget Reductions

11. ITEMS FOR INFORMATION AND DISCUSSION

- A. Field Trip Report

12. EXECUTIVE SESSION (Anticipated)

- A. Discussion of Superintendent's performance and performance evaluation and possible new contract of employment.

13. DISCUSSION AND POSSIBLE ACTION

- A. Discussion and possible authorization of Board Chair and Board Counsel to enter discussions and/or negotiations with Superintendent of Schools on new, three-year contract.

14. ADJOURN

ITEMS OF INFORMATION

Policy Sub-Committee Minutes – April 25, 2017

Committee on Learning Minutes – April 25, 2017

Facilities Sub-Committee Minutes – May 2, 2017

Operations Sub-Committee Minutes – May 2, 2017

Policy Sub-Committee Meeting May 16, 2017 – 6:45 p.m. Lillis Administration Building, Room 2	Operations Sub-Committee Meeting June 6, 2017 – 7:30 p.m. Lillis Administration Building, Room 2
Committee on Learning Meeting May 16, 2017 – 7:30 p.m. Lillis Administration Building, Room 2	New Milford Board of Education Reception June 13, 2017 – 6:00 p.m. Sarah Noble Intermediate School, LMC
Facilities Sub-Committee Meeting June 6, 2017 – 6:45 p.m. Lillis Administration Building, Room 2	New Milford Board of Education Regular Meeting June 13, 2017 – 7:30 p.m. Sarah Noble Intermediate School, LMC

**New Milford Board of Education
Board Workshop Minutes
April 18, 2017
Sarah Noble Intermediate School Library Media Center**

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2017 APR 20 P 1:35

NEW MILFORD, CT

Present:	Mr. David A. Lawson, Chairperson Mr. Robert Coppola Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm Mr. Dave Littlefield (arrived at 7:11 p.m.)
Absent:	Mrs. Angela C. Chastain Mr. Bill Dahl Mrs. Wendy Faulenbach

Also Present:	Mr. Joshua Smith, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Roberta Pratt, Director of Technology
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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 and a moment of silence immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2. A.	Presentation Summary of results from the Search Institute Survey <i>Profiles of Student Life: Attitudes and Behaviors</i> <ul style="list-style-type: none"> Ms. Allison Fulton, from Housatonic Valley Coalition Against Substance Abuse (HVCASA), and Mrs. Erica Keane, NMHS Health teacher and Co-Chair of the New Milford Substance Abuse Prevention Council, were present to discuss the outcome of the <i>Profiles of Student Life</i> survey. Ms. Fulton said this was a youth survey and not a school survey. This particular survey has been offered for 20 plus years. Mrs. McInerney asked how they know students answer survey questions honestly and how the 	Presentation A. Summary of results from the Search Institute Survey <i>Profiles of Student Life: Attitudes and Behaviors</i>

	<p>responses are vetted. Ms. Fulton said the questions are designed to be asked in different ways so that if someone is not being honest it can be spotted.</p> <ul style="list-style-type: none"> • The presentation included a summary of the findings including positive assets and then a further breakdown of survey results by grades 8, 10 and 12. • Some concerns include marijuana use, drugs and alcohol, sexual activity and suicide depression rates. • The timeline for future activity includes presentations and focus groups, and a community forum to discuss the issues and what the plan is to help the community. • Mr. Schemm noted this report can lead to actionable steps to leverage the data such as the Refuse to Lose campaign conducted in the past. 	
B. Special Education Update	<ul style="list-style-type: none"> • Mrs. Olson said this was an opportunity to present information to the Board. She said the demographics of the special education population have remained relatively consistent over the past couple of years. This is IEP data and not 504. • Mrs. Olson showed a graphic that highlights how a student becomes eligible for special education services. • The IDEA grant, which provides special education funding, actually consists of two grants - 611 for ages 3-21 and 619 for ages 3-5. It also provides funding for nonpublic schools such as Canterbury and Faith Academy. • Mrs. Olson highlighted the budget numbers for both grants. • She also discussed the excess cost grant, which is the difference between the per pupil expenditure times 4.5 which is the threshold amount plus the amount spent; the state reimburses a percentage of the excess cost. The percentage changes based on the state's budget. • The co-teaching program is helpful to increase time with non-disabled peers. Special 	B. Special Education Update

	<p>education students are exposed to the rigor of regular education classes.</p> <ul style="list-style-type: none">• The ESS program at the high school is meeting with much success and has 18 students in therapeutic interventions and supports. The results include decreased absences and increased GPAs.• Highlights of parent feedback include the comment that the staff is very supportive to families and children.• One of the next initiatives includes identifying dyslexic students.	
3.	<p>Adjourn</p> <p>Mr. Schemm moved to adjourn the meeting at 7:24 p.m., seconded by Mr. McCauley and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:24 p.m.</p>

Respectfully submitted:



Tammy McNerney

Secretary

New Milford Board of Education

**New Milford Board of Education
Regular Meeting Minutes
April 18, 2017
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. David A. Lawson, Chairman Mrs. Angela C. Chastain Mrs. Wendy Faulenbach Mr. Dave Littlefield Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm
Absent:	Mr. Robert Coppola Mr. Bill Dahl

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NEW MILFORD, CT

Also Present:	Mr. Joshua Smith, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Mr. Anthony Giovannone, Director of Fiscal Services and Operations Ms. Ellamae Baldelli, Director of Human Resources Ms. Roberta Pratt, Director of Technology Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Kevin Munrett, Facilities Manager Mrs. Anne Bilko, Sarah Noble Intermediate School Principal Dr. Christopher Longo, Schaghticoke Middle School Principal Mrs. Susan Murray, Northville Elementary School Principal Mr. Greg Shugrue, New Milford High School Principal Ms. Kendall Stewart, Student Representative Mr. Gregory Winkelstern, Student Representative
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1.	Call to Order	Call to Order
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.	A. Pledge of Allegiance
2.	Recognition	Recognition
A.	NMHS Art Students: Mackenzie Burns, Daniel Krepil, Liam Lacey, Emma Street, Fiona Wilson, Karolina Zimny • Mr. Smith invited NMHS Art teacher Annette Marcus to recognize the students.	A. NMHS Art Students: Mackenzie Burns, Daniel Krepil, Liam Lacey, Emma Street, Fiona Wilson, Karolina Zimny

	<p>B. NMPS Retiree: Joann Salamon</p> <ul style="list-style-type: none"> Mr. Smith noted that Ms. Salamon was retiring after 31 years as a food service worker at Schaghticoke. <p>C. NMPS Stars of the Month: Anne Bilko, Susan Brofford, Kimberly Ginn, Janet Roache, Heliett Sanchez, Paul Shim</p> <ul style="list-style-type: none"> Mr. Smith read a comment about each Star from the person who nominated them. They each received a pin recognizing their nomination and Mrs. Brofford was randomly selected to drive the Ingersoll Automotive Courtesy Car for the month. <p>The meeting recessed at 7:42 p.m. for a brief reception and reconvened at 7:49 p.m.</p>	<p>B. NMPS Retiree: Joann Salamon</p> <p>C. NMPS Stars of the Month: Anne Bilko, Susan Brofford, Kimberly Ginn, Janet Roache, Heliett Sanchez, Paul Shim</p>
<p>3.</p>	<p>Public Comment</p> <ul style="list-style-type: none"> Jessica Higgins, a New Milford resident, said she was disappointed in the district field trips being planned. Last year her daughter's fifth grade field trip was changed from Old Sturbridge Village to The Pratt Center, and even though The Pratt Center is a fine location, she felt her children were cheated of a better opportunity that had been provided in the past. This year, her daughter's sixth grade field trip is also being changed to a different location from what was planned in previous years. She felt the schools should strive to achieve more. 	<p>Public Comment</p>
<p>4.</p>	<p>PTO Report</p> <ul style="list-style-type: none"> Kathleen Lewis reported that during the school year, the PTO held many events to raise funds for the schools. A good part of that money goes to offset the cost of field trips, but another portion of it goes to cultural arts programs that take place in the schools. 	<p>PTO Report</p>

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| | <ul style="list-style-type: none">• The PTO helped celebrate literature by sponsoring authors, some of whom included: David Schwartz, Tony Abbott, Kenn Nesbitt, Paul Catanese, Ashley Wolff and Douglas Florian. HPS also sponsored Eric Summerer who is an audio book recording artist and Country Quilt Llama Farm where the owner brought in a llama, talked about llamas and read a llama story to the students who also got to pet the llama. Today, Northville students experienced Huga Tuga Live, a pep rally for reading performed by Joe Shandrowsky. The children enjoyed an interactive performance including a spectacular light show, special effects, freeze dancing and cartoon illustrating.• Cowboy Ernie visited Northville where he dressed like a real cowboy and performed for the students.• Tanglewood Marionettes, a fully self-contained theater, perform on a complete marionette stage with integrated lighting and sound systems which create a full theatrical experience. They performed Arabian Adventure for all grade 3 students, as well as the Dragon King for the PK-2 students at NES.• Tim Latta performed "Motion 360" for all fourth and fifth graders. The performance combines his experience in dance, theatre and circus. The program entertains and engages students in thinking creatively and independently, encouraging them to reach their potential while seeing potential in others.• Gizmo Guys performed at Northville. This show uses magic, sleight-of-hand, humor and incredible physical dexterity. It helps open the imagination of the children.• Dawn Delpha taught NES Excel students yoga classes where the students learned to appreciate different ways to deal with stress and reinforce positive interactions with peers.• This Friday the Earth Dome will be at HPS for all K-2 students. The Earth Dome is a gigantic inflatable earth balloon with photographic shots | |
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	<p>from satellites of the surface of the world. This presentation will educate students about geography as well as environmental issues.</p> <ul style="list-style-type: none"> • The Brain Show will be at HPS in May for the whole school. This assembly feels like a real game show complete with colorful podiums that feature computerized lights and sounds. The show is adapted to meet the curriculum of students in an entertaining yet educational platform. 	
5.	<p>Student Representative's Report</p> <ul style="list-style-type: none"> • The indoor winter percussion group is headed to Dayton, Ohio, to perform in the WGI World Championships. • Tomorrow, there is a field trip to Naugatuck Valley Community College. • Spring sports are underway and the baseball team is currently 6-0. • Cheerleading and Dance Teams are holding tryouts for next year. • The German Honor Society will host its induction on April 25. • The GAP exchange program just returned from a trip to Germany. • The French Honor Society induction will be held on May 3. • Junior class prom tickets are on sale with the date of the prom being May 6. • Next Friday is the Poetry Pride event at the high school from 1:00 p.m. until 2:15 pm. 	Student Representative's Report
6.	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Special Meeting Minutes March 16, 2017 2. Special Meeting Minutes March 29, 2017 3. Special Meeting Minutes April 6, 2017 	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Special Meeting Minutes March 16, 2017 2. Special Meeting Minutes March 29, 2017

	<p>Mr. McCauley moved to approve the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Special Meeting Minutes March 16, 2017 2. Special Meeting Minutes March 29, 2017 3. Special Meeting Minutes April 6, 2017 <p>Seconded by Mr. Schemm and passed 6-0-1.</p> <p>Aye: Mrs. Chastain, Mrs. Faulenbach, Mr. Schemm, Mr. Lawson, Mr. McCauley, Mrs. McInerney Abstain: Mr. Littlefield</p>	<p>3. Special Meeting Minutes April 6, 2017</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Special Meeting Minutes March 16, 2017 2. Special Meeting Minutes March 29, 2017 3. Special Meeting Minutes April 6, 2017
7.	<p>Superintendent's Report</p> <ul style="list-style-type: none"> • Mr. Smith said the end of the school year is fast approaching with NMHS graduation set for June 24, 2017, at 2:00 p.m. at the O'Neill Center, WCSU. • Schaghticoke will hold promotion ceremonies for its eighth-grade teams on June 22 and 23. • During the April break, quite a bit of building projects were completed by the Facilities department. • He noted the GAP students returned from Germany and he was looking forward to hearing a presentation by them next week. • This Thursday, there will be three teachers from Beirut Lebanon visiting the district through a collaborative exchange. 	<p>Superintendent's Report</p>
8.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> • Mr. Lawson noted that the adopted Board of Education budget had been cut by \$756,000 after Town Council and Board of Finance review. • He said the Hartford teacher pension proposal is still in the air with the latest option to be a 30% contribution from towns, which he felt was unacceptable. 	<p>Board Chairman's Report</p>

9.	Committee And Liaison Reports	Committee And Liaison Reports
A.	Facilities Sub-Committee – Mr. McCauley <ul style="list-style-type: none"> Mr. McCauley said they discussed the turf field replacement committee, the Hill & Plain security system, the Sarah Noble air conditioning project that has been approved by the Town Council to come from Capital Reserve, and summer plans for the septic and boiler cleaning. 	A. Facilities Sub-Committee
B.	Operations Sub-Committee – Mrs. Faulenbach <ul style="list-style-type: none"> Mrs. Faulenbach said all reports were on the agenda and they had a transportation update. 	B. Operations Sub-Committee
C.	Policy Sub-Committee – Mr. Schemm <ul style="list-style-type: none"> Mr. Schemm was unable to attend this meeting so he asked Mrs. McInerney to report on his behalf and she said there were policies on the agenda tonight for first review and second review, and other policies still in committee discussion. 	C. Policy Sub-Committee
D.	Committee on Learning – Mrs. McInerney <ul style="list-style-type: none"> Mrs. McInerney said they heard a presentation on career readiness opportunities available through the high school and moved several curricula to the full Board for approval tonight. 	D. Committee on Learning
E.	EdAdvance – Mr. McCauley <ul style="list-style-type: none"> Mr. McCauley said he has been unable to make any meetings yet, but he did review the minutes and saw there is a proposal on the table to house an ACCESS program in Torrington or Litchfield similar to the one in Danbury. 	E. EdAdvance
F.	Connecticut Boards of Education (CABE) – Mr. Coppola	F. Connecticut Boards of Education (CABE)

	<ul style="list-style-type: none"> • There was no report. <p>G. Negotiations Committee – Mrs. Faulenbach</p> <ul style="list-style-type: none"> • Mrs. Faulenbach had nothing to report. <p>H. Magnet School – Mr. Schemm</p> <ul style="list-style-type: none"> • Mr. Schemm had nothing to report. <p>I. Ad-Hoc Committee – Mr. Coppola</p> <ul style="list-style-type: none"> • Mr. Smith reported in the absence of Mr. Coppola that the subcommittee is reviewing policies of other districts. 	<p>G. Negotiations Committee</p> <p>H. Magnet School</p> <p>I. Ad-Hoc Committee</p>
10.	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated April 18, 2017</p> <p>Mrs. McInerney moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of April 18, 2017, seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 3/31/17 2. Purchase Resolutions: D-697 3. Request for Budget Transfers <p>Mr. McCauley moved to approve monthly reports: Budget Position dated March 31, 2017; Purchase Resolution D-697; and Request for Budget Transfers, seconded by Mr. Lawson.</p> <ul style="list-style-type: none"> • Mr. Schemm asked what the revision was and Mr. Giovannone said it was the date of the report. 	<p>Discussion and Possible Action</p> <p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated April 18, 2017</p> <p>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of April 18, 2017.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 3/31/17 2. Purchase Resolutions: D-697 3. Request for Budget Transfers <p>Motion made and passed unanimously to approve monthly reports: Budget Position dated March 31, 2017; Purchase Resolution D-697; and Request for Budget Transfers.</p>

	<p>The motion passed unanimously.</p> <p>C. 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 \$8,749.76, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mr. Lawson noted this was another wonderful contribution. <p>The motion passed unanimously.</p> <p>D. Policy for First Review</p> <p>1. 6142.2 Student Nutrition and Physical Activity (Student Wellness)</p> <p>E. Policies for Second Review</p> <p>1. 4112.5/4212.5 Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers</p> <p>2. 9115 Annual Organizational Meeting of the Board</p> <ul style="list-style-type: none"> • Mr. Schemm asked if there would be issues with holidays and Mr. Smith said this was really intended to align the Board Annual Meeting with the regular meeting dates. <p>F. Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. Personal Finance 2. Forensic Science 3. College Prep Chemistry 4. Experimental Chemistry 5. College Prep Integrated Science 6. Anatomy & Physiology I 7. Anatomy & Physiology II 	<p>C. 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 \$8,749.76.</p> <p>D. Policy for First Review</p> <p>1. 6142.2 Student Nutrition and Physical Activity (Student Wellness)</p> <p>E. Policies for Second Review</p> <p>1. 4112.5/4212.5 Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers</p> <p>2. 9115 Annual Organizational Meeting of the Board</p> <p>F. Approval of the Following Curricula</p> <ol style="list-style-type: none"> 1. Personal Finance 2. Forensic Science 3. College Prep Chemistry 4. Experimental Chemistry 5. College Prep Integrated Science
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	<p>Mr. McCauley moved to approve the Following Curricula:</p> <ol style="list-style-type: none"> 1. Personal Finance 2. Forensic Science 3. College Prep Chemistry 4. Experimental Chemistry 5. College Prep Integrated Science 6. Anatomy & Physiology I 7. Anatomy & Physiology II <p>Seconded by Mrs. McInerney.</p> <ul style="list-style-type: none"> • Mr. Lawson thanked Mrs. McInerney for the work on these and for her committee summary provided during her report. <p>The motion passed unanimously.</p>	<ol style="list-style-type: none"> 6. Anatomy & Physiology I 7. Anatomy & Physiology II <p>Motion made and passed unanimously to approve the Following Curricula:</p> <ol style="list-style-type: none"> 1. Personal Finance 2. Forensic Science 3. College Prep Chemistry 4. Experimental Chemistry 5. College Prep Integrated Science 6. Anatomy & Physiology I 7. Anatomy & Physiology II
11.	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p> <ul style="list-style-type: none"> • There was no discussion. 	<p>Items For Information And Discussion</p> <p>A. Field Trip Report</p>
12.	<p>Adjourn</p> <p>Mr. Schemm moved to adjourn the meeting at 8:16 p.m., seconded by Mr. McCauley and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:16 p.m.</p>

Respectfully submitted:



Tammy McInerney
Secretary
New Milford Board of Education

**New Milford Board of Education
Special Meeting Minutes
April 26, 2017
Lillis Administration Building – Board Room**

Present:	Mr. David A. Lawson, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Brian McCauley (arrived at 5:06 p.m.) Mrs. Tammy McInerney Mr. J.T. Schemm (arrived at 4:21 p.m.)	RECEIVED TOWN CLERK 2017 APR 28 P 12: 58	NEW MILFORD, CT
Absent:	Mr. Dave Littlefield		

Also Present:	Mr. Joshua Smith, Superintendent of Schools Mr. Nick Caruso, CABA Senior Staff Associate for Field Service
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1.	Call to Order	Call to Order
A.	Pledge of Allegiance The Board workshop special meeting of the New Milford Board of Education was called to order at 4:00 p.m. by Mr. Lawson. The Pledge of Allegiance and a moment of silence immediately followed the call to order.	A. Pledge of Allegiance
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action	Discussion and Possible Action
A.	Appointment of committee per Board policy 7000 Mr. Lawson moved to approve the appointment of a committee to be chaired by the Superintendent per Board policy 7000, seconded by Mr. Coppola. • Mr. Smith said the committee's formation and process would follow the guidelines of policy 7000.	A. Appointment of committee per Board policy 7000 Motion made and passed unanimously to approve the appointment of a committee to be chaired by the Superintendent per Board policy 7000.

<p>4.</p> <p>A.</p>	<p>Discussion</p> <p>CABE Senior Staff Associate for Field Service Nick Caruso will facilitate discussion regarding Board roles, responsibilities and goal setting.</p> <ul style="list-style-type: none"> • Mr. Caruso said this workshop is a continuation of the conversation started with the Board at the last workshop regarding the goal setting process. He said this was an opportunity for the Board to sit together as a cohesive unit and discuss broad topics. • Some Board members expressed strong feelings that the Board was not ready to set goals due to a lack of cohesion and a feeling of division that goes back to the past election. • A frank conversation followed. <p>The Board recessed at 5:35 p.m. and returned to public session at 6:05 p.m.</p> <ul style="list-style-type: none"> • Mr. Caruso said all goals should be tied to the “why” of the organization. Why does the organization exist? Why do you do what you do? It then becomes easier to put goals into action and demonstrate them to others. When setting goals, data is critical. Developing a vision is the first step; this will lead to a plan and eventually to results. All goals should be prioritized against the vision. • Mr. Caruso said once goals are set, the Board can then look at what they may want to do differently to help accomplish them, including looking at any structural impediments to growth. • Goals will also need to be communicated internally and externally, as communication is key to involvement. The hope is that once people are involved, they will become invested and support the organization’s mission. <p>Consensus was that the Board will schedule another meeting on goal setting prior to the summer retreat.</p>	<p>Discussion</p> <p>A. CABE Senior Staff Associate for Field Service Nick Caruso will facilitate discussion regarding Board roles, responsibilities and goal setting.</p>
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5.	Adjourn Mr. McCauley moved to adjourn the meeting at 7:47 p.m., seconded by Mrs. Faulenbach and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:47 p.m.
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Respectfully submitted:



Tammy McInerney
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

May 9, 2017

**as of May 5, 2017

***as of May 9, 2017

ACTION ITEMS

A. Personnel

1. **CERTIFIED STAFF**

a. **RESIGNATIONS**

- | | |
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| <p>1. ***Ms. Valerie Clapp, Special Education (EXCEL Preschool) Teacher, Hill and Plain School
<u>Move</u> that the Board of Education approve the resignation, due to retirement, of Ms. Valerie Clapp as a Special Education (EXCEL Preschool) Teacher at Hill and Plain School effective June 30, 2017.</p> | <p>Retirement</p> |
| <p>2. ***Mrs. Kathleen Dombal, Music Teacher, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education approve the resignation, due to retirement, of Mrs. Kathleen Dombal as a Music Teacher at Sarah Noble Intermediate School effective June 30, 2017.</p> | <p>Retirement</p> |
| <p>3. Mrs. Emily Gervasio, Assistant Principal, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education approve the resignation of Mrs. Emily Gervasio as an Assistant Principal at Sarah Noble Intermediate School effective June 30, 2017.</p> | <p>Took position elsewhere</p> |
| <p>4. **Mrs. Barbara Longobardi, Part-time Special Education Teacher, Faith Academy
<u>Move</u> that the Board of Education approve the resignation of Mrs. Barbara Longobardi as a Part-time Special Education Teacher at Faith Academy effective May 23, 2017.</p> | <p>Moving out of state</p> |
| <p>5. **Ms. Diana Lyttle, Science Teacher, New Milford High School
<u>Move</u> that the Board of Education approve the resignation, due to retirement, of Ms. Diana Lyttle as a Science Teacher at New Milford High School effective June 30, 2017.</p> | <p>Retirement</p> |
| <p>6. Mrs. Jennifer Singer, Elementary Teacher, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education approve the resignation of Mrs. Jennifer Singer as an Elementary Teacher at Sarah Noble Intermediate School effective June 30, 2017.</p> | <p>Personal Reasons</p> |

b. NON-RENEWALS

1. None

2. CERTIFIED STAFF

b. APPOINTMENTS

1. None

3. NON-CERTIFIED STAFF

a. RESIGNATIONS

1. **Mrs. Alice Edmonds**, Head Cook, Hill and Plain School
Move that the Board of Education approve the resignation, due to retirement, of **Mrs. Alice Edmonds** as Head Cook at Hill and Plain School effective June 23, 2017.

Retirement

2. ****Mrs. Gloria Marchionne**, Paraeducator, Hill and Plain School
Move that the Board of Education approve the resignation, due to retirement, of **Mrs. Gloria Marchionne** as a Paraeducator at Hill and Plain School effective June 30, 2017.

Retirement

4. NON-CERTIFIED STAFF

b. APPOINTMENTS

1. ****Mrs. Vilma Alonso**, Special Education/Guidance Secretary, Schaghticoke Middle School
Move that the Board of Education appoint **Mrs. Vilma Alonso** as a Special Education/Guidance Secretary at Schaghticoke Middle School effective May 25, 2017.
2. **Mr. Cedric Lawrence**, Paraeducator, Schaghticoke Middle School
Move that the Board of Education appoint **Mr. Cedric Lawrence** as a Paraeducator at Schaghticoke Middle School effective May 10, 2017.

\$18.84 per hour, 8 hours per day
School Year
Class IIA

Replacing: J. Ofiero

\$13.40 per hour - Hire Rate
\$14.81 per hour - Job Rate
(after completion of probationary period)

Replacing: M. Meeks

3. **Ms. Jessica Sampias**, School Nurse, New Milford High School
Move that the Board of Education appoint **Ms. Jessica Sampias** as School Nurse at New Milford High School effective June 8, 2017.
2016-2017 Salary - \$40,445, pro-rated to start date

Education History:
AS Excelsior College
Major: Nursing

Work Experience:
13 yrs. Candlewood Valley Health
& Rehab

5. ADULT EDUCATION STAFF

a. RESIGNATIONS

1. None

6. ADULT EDUCATION STAFF

b. APPOINTMENTS

1. None

7. BAND STAFF

a. RESIGNATIONS

1. None

8. BAND STAFF

b. APPOINTMENTS

1. None

9. COACHING STAFF

a. RESIGNATIONS

1. None

10. COACHING STAFF

b. APPOINTMENTS

1. None

11. LEAVES OF ABSENCE

1. Mrs. Amber Scalzo, Elementary Teacher, Sarah Noble Intermediate School

Move that the Board of Education approve an unpaid leave of absence for **Mrs. Amber Scalzo** for the 2017-2018 school year.

Unpaid Leave of Absence

10. DISCUSSION AND POSSIBLE ACTION

**THE FOLLOWING ITEMS CAN BE FOUND ON THE
OPERATIONS WEB PAGE UNDER MAY 2, 2017**

- B. Monthly Reports
 - 1. Budget Position dated 4/28/17
 - 2. Purchase Resolution: D-698
 - 3. Request for Budget Transfers
- C. Gifts & Donations
 - 1. PTO – Exhibit B
- G. Bid Awards
 - 1. Septic Cleaning
 - 2. Boiler Cleaning
- H. Grant Approvals
 - 1. Adult Education
 - a. ED244
 - b. IEL/Civics – ESL for Life and Work
 - c. Workplace Readiness – Pathways to the Future
 - 2. IDEA Grant
- I. Food and Nutrition Services – Exhibit C
 - 1. Healthy Food Certification Statement
 - 2. Food Certification Exemptions for School Fundraisers
 - 3. Beverage Certification Exemptions
- J. All Star Transportation Contract
- L. 2017-2018 Budget Reductions

10. DISCUSSION AND POSSIBLE ACTION

**THE FOLLOWING ITEM CAN BE FOUND ON THE
POLICY WEB PAGE UNDER APRIL 25, 2017**

- D. Policy for First Review
 - 1. 6141.321/ 4118.4/4218.4 Acceptable Use and Internet Safety

10. DISCUSSION AND POSSIBLE ACTION

**THE FOLLOWING ITEM CAN BE FOUND ON THE
POLICY WEB PAGE UNDER MARCH 21, 2017**

- E. Policy for Second Review
 - 1. 6142.2 Student Nutrition and Physical Activity (Student Wellness)

FOR APPROVAL

4112.5(a)

4212.5(a)

Personnel – Certified/Non-Certified

Criminal History Inquiries, Employment Reference Checks and Disclosure of Employee Information to Prospective Employers

I. Background Checks

The New Milford Public School System requires all applicants for employment to: 1. State whether they have ever been convicted of a crime or whether criminal charges are pending against them; 2. submit to a records check of the Department of Children and Families (“DCF”) child abuse and neglect registry before hire and; 3. submit to satisfactory state and national criminal history records checks within thirty days from the date of initial employment. Additionally, applicants for positions involving direct student contact must provide the Board with information, authorizations and releases allowing the Board to investigate an applicant’s abuse, neglect or sexual misconduct history prior to hire.

A. Criminal History Checks

When stating whether they have ever been convicted of a crime or whether criminal charges are pending against them applicants must disclose convictions and charges inside or outside the State of Connecticut. Applicants must specify the relevant jurisdiction, approximate date, location and nature of each conviction or charge.

Applicants must also state if they are enrolled in a program of deferred adjudication (e.g., accelerated rehabilitation, pre-trial drug or alcohol education pursuant to C.G.S. §54-56g, and, if so, identify the jurisdiction in which such program is pending and provide an explanation of the nature of such program.

Applicants are not required to disclose the existence of criminal charges or convictions if the records have been erased and the school system will not automatically refuse employment to an applicant because such applicant had a prior arrest, criminal charge or conviction, the records of which were erased. Specifically, applicants will not be required to disclose the existence of any arrests, criminal charges or convictions that have been erased pursuant to Connecticut General Statutes §§ 46b-146, 54-76o, or 54-142a which includes erasure of (a) a finding of delinquency or that a child was a member of a family with services needs, (b) an adjudication as a youthful offender, (c) a criminal charge that has been dismissed or nulled, (d) a criminal charge for which the applicant had been found not guilty, and (e) a conviction for which the applicant received an absolute pardon.

4112.5(b)
4212.5(b)

All applicants are required to submit to satisfactory state and national criminal history records checks within thirty days from their date of employment. This requirement applies to workers who are placed within a school under a public assistance employment program, who are employed by a provider of supplemental service pursuant to the No Child Left Behind Act or who are in a nonpaid, noncertified position completing preparation requirements for the issuance of an educator certificate where such workers perform services involving direct student contact. Such checks will include fingerprinting or any other method of positive identification required by the State Police Bureau of Identification and the Federal Bureau of Investigation and will be at the expense of the employee. Fingerprinting and submission to state and national records checks does not apply to students employed by the school district where the student attends school. Security check and fingerprinting activities shall be performed by Board personnel in accordance with applicable administrative regulations. Additionally, criminal justice information accessed or maintained by the New Milford Public Schools shall be maintained in accordance with applicable administrative regulations.

A copy of any notice of a conviction of a crime by a person holding a certificate, authorization or permit issued by the State Department of Education or a person employed by a provider of supplemental services shall be sent to the State Board of Education.

Criminal history records checks notifying the school system of a conviction previously not disclosed by the employee or a conviction that is related to the employee's fitness for the job are grounds for termination of employment. When a certified employee's contract of employment is terminated for such reason, the termination will be conducted in accordance with the statutory provisions governing certified-employee terminations found in section 10-151 of the Connecticut General Statutes. When a non-certified employee is dismissed for such reason, the employee will be notified of the reason for dismissal.

B. Abuse, Neglect or Sexual Misconduct Inquiries

In addition to criminal background investigations, the school system performs employment reference checks before hiring applicants. Prior to offering employment to any applicant the Board shall make a documented good faith effort to contact each current and any former employer of the applicant that was a local or regional board of education, governing council of a state or local charter school or interdistrict magnet school operator or if such employment otherwise caused the applicant to have contact with children. The Board shall not offer employment to an applicant for a position, including any position which is contracted for, if such applicant would have direct student contact without first performing the activities described in this section.

1. List of Prior School Employers: At the outset of the application process the Board shall require applicants for positions having direct student contact to provide the Board with a list of the name, address and telephone number of each current or former employer, if such current or former employer was a local or regional board of education, governing council of

a state or local charter school or interdistrict magnet school operator or if such employment otherwise caused the applicant to have contact with children.

2. Contact Authorization: In addition to providing the Board with a list of current and prior school employers, applicants for positions having direct student contact must also provide the Board with written authorization that consents to and authorizes the disclosure of certain information by the employers identified in the list of school employers described above. Such authorization must authorize the identified employers to provide the Board with the following information:

- a. The dates of employment of the applicant;
- b. A statement as to whether the employer has knowledge that the applicant:

(i) was the subject of an allegation of abuse or neglect or sexual misconduct for which there is an investigation pending with any employer, state agency or municipal police department or which has been substantiated;

(ii) was disciplined or asked to resign from employment or resigned from or otherwise separated from any employment while an allegation of abuse or neglect or sexual misconduct was pending or under investigation, or due to a substantiation of abuse or neglect or sexual misconduct; or

(iii) has ever had a professional or occupational license, certificate, authorization or permit suspended or revoked or has ever surrendered such a license, certificate, authorization or permit while an allegation of abuse or neglect or sexual misconduct was pending or under investigation, or due to a substantiation of abuse or neglect or sexual misconduct.

3. State Department of Education Authorization: Additionally, applicants for positions having direct student contact must provide the Board with written authorization that consents to and authorizes disclosure by the

4112.5(d)
4212.5(d)

State Department of Education ("SDE") of information and related records concerning:

- a. The applicant's eligibility status for employment for a position requiring a certificate, authorization or permit issued by the State Board of Education;
 - b. Whether the SDE has knowledge that a finding of abuse or neglect or of sexual molestation has been substantiated by DCF against the applicant and any information concerning such a finding; and
 - c. Whether the SDE has received notification that the applicant has been convicted of a crime or of criminal charges pending against the applicant and any information concerning such charges.
4. Release: Applicants for positions having direct student contact must further provide the Board with written authorization that releases the employers identified in the applicant's current and former employer list as described above and the SDE from liability that may arise from such disclosure or release of records pursuant to the preceding paragraphs.
5. Written Statement Concerning Abuse or Neglect or Sexual Misconduct: Finally applicants for positions having direct student contact must provide the Board with a written statement of whether he or she:
 - a. Has been the subject of an abuse or neglect or sexual misconduct investigation by any employer, state agency or municipal police department, unless the investigation resulted in a finding that all allegations were unsubstantiated;
 - b. Has ever been disciplined or asked to resign from employment or resigned from or otherwise separated from any employment while an allegation of abuse or neglect was pending or under investigation by DCF, or an allegation of sexual misconduct was pending or under investigation or due to an allegation substantiated pursuant to Section 17a-101g of the Connecticut General Statutes of abuse or neglect, or of sexual misconduct or a conviction for abuse or neglect or sexual misconduct; or

4112.5(e)
4212.5(e)

- c. Has ever had a professional or occupational license or certificate suspended or revoked or has ever surrendered such a license or certificate while an allegation of abuse or neglect was pending or under investigation by the SDE or an investigation of sexual misconduct was pending or under investigation, or due to an allegation substantiated by the SDE of abuse or neglect or of sexual misconduct or a conviction for abuse or neglect or sexual misconduct;
- 6. Prior Employer Contact: Board personnel shall conduct a review of the employment history of the applicant by making a good faith effort to contact those employers listed by the applicant as required above. Such review shall be conducted using a form developed by the SDE. Such review may be conducted by Board personnel either telephonically or through written communication. A good faith effort requires that Board personnel make at least three telephonic requests of listed prior employers on three separate days.
- 7. State Department of Education Contact: Board personnel shall request that the SDE provide the Board with information concerning:
 - a. The eligibility status for employment of any applicant for a position requiring a certificate, authorization or permit issued by the State Board of Education;
 - b. Whether the SDE has knowledge that a finding has been substantiated by DCF of abuse or neglect or of sexual misconduct against the applicant and any information concerning such a finding; and
 - c. Whether the SDE has received notification that the applicant has been convicted of a crime or of criminal charges pending against the applicant and any information concerning such charges.

The Board shall not offer employment to any applicant who had any previous employment contract terminated by a local or regional board of education, governing council of a state or local charter school or interdistrict magnet school operator or who resigned from such employment if such person has been convicted of a violation of Connecticut General Statutes section 17a-101a, when an allegation of abuse or neglect or sexual assault has been substantiated.

II. State Department of Education Notification

Should the Board receive information that an applicant for a position with the Board or an employee of the Board has been disciplined for a finding of abuse or neglect or sexual misconduct it shall notify the SDE of such information.

III. Temporary Employment Pending Background Check Inquiry

- A. The Board may employ or contract with an applicant on a temporary basis for a period not to exceed ninety days, pending the Board's review of requested information as described above, provided that prior to the commencement of employment:
1. The applicant has provided the Board with all requested information, authorizations and releases;
 2. The Board has no knowledge of information pertaining to the applicant that would disqualify the applicant from employment with the Board; and
 3. The applicant affirms that the applicant is not disqualified from employment with the Board.

IV. Board Responses to Background Check Inquiries

- A. Background Check Inquiries From Local and Regional Boards of Education, Charter and Magnet Schools

The Board authorizes and directs its human resources personnel to provide the following information concerning a current or former Board employee to representatives of a local or regional board of education, governing council of a state or local charter school or interdistrict magnet school operator if such information is requested pursuant to a pre-employment background check inquiry:

1. Dates of employment;
2. Positions held with the Board;
3. Salary or rate of pay;
4. A statement as to whether the Board has knowledge that the current or former employee:
 - (a) has been the subject of an allegation of abuse or neglect or sexual misconduct for which there is an investigation pending with any employer, state agency or municipal police department or which has been substantiated;

- (b) has been disciplined or asked to resign from employment or resigned from or otherwise separated from any employment while an allegation of abuse or neglect or sexual misconduct was pending or under investigation, or due to a substantiation of abuse or neglect or sexual misconduct;
 - (c) has ever had a professional or occupational license, certificate, authorization or permit suspended or revoked or has ever surrendered such a license, certificate, authorization or permit while an allegation of abuse or neglect or sexual misconduct was pending or under investigation, or due to a substantiation of abuse or neglect or sexual misconduct;
- 5. Any other information that the Board has concerning a finding of abuse or neglect or sexual misconduct by a subject of any such inquiry.

B. Background Check Inquiries From Contractors

The Board authorizes and directs its human resources personnel to provide any information the Board has concerning whether there was a finding of abuse or neglect or sexual misconduct against a current or former Board employee to representatives of a contractor that places applicants in positions involving direct student contact if such information is requested pursuant to a pre-employment background check inquiry conducted by the contractor.

V. Substitute Teachers

A. Criminal History Checks

Substitute teachers may satisfy the requirement for state and national criminal history investigations by submitting to the Board the results of state and national criminal history records checks completed within the year prior to employment with the Board. The Board considers substitute teachers to be continuously employed for purposes of criminal history records check requirements as long as the Board employs him or her at least one day of each school year. Notwithstanding their continuous employment, all substitute teachers must submit to state and national criminal history record checks at least once every five years.

B. Abuse, Neglect or Sexual Misconduct Inquiries

The Board shall not offer employment to a person as a substitute teacher unless such person and the Board have complied with the abuse, neglect and sexual misconduct investigation requirements set forth in Section I, B of this policy. The Board shall determine which such persons are employable as substitute teachers and maintain a list of such persons. The Board

4112.5(h)
4212.5(h)

shall only hire persons as substitute teachers who are listed on such list. Such person shall remain on such list as long as such person is continuously employed by the Board and as long as the Board does not have any knowledge as to why a person should be removed from such list.

VI. Prohibitions on Employment

The Board shall NOT employ a person whose employment contract was previously terminated by a board of education, governing council of a state or local charter school, interdistrict magnet school operator or other school employer or who resigned from such employment if such person:

Has been convicted of a crime involving an act of child abuse or neglect as described in Conn. Gen. Stat. § 46b-120 or sexual assault against a student being educated by a local or regional board of education or technical high school other than as part of an adult education program as described in Conn. Gen. Stat. §§53a-70, 53a-70a, 53a-71, 53a-72a, 53a-72b or 53a-73a; or has been convicted of the crime of failing to make a mandated report in a timely manner or intentionally and unreasonably interfering with or preventing the making of a mandated report in violation of Conn. Gen. Stat. §17a-101a regardless of whether the allegation of abuse or neglect or sexual assault has been substantiated.

Legal References: Connecticut General Statutes:

29-17a. Criminal history records checks. Procedure. Fees

31-51i Erased Criminal Records

10-221d Criminal history and child abuse and neglect registry records checks of school personnel. Fingerprinting. Termination or dismissal. Denial of application for and revocation of certification.

Conn. Gen. Stat. Ann. § 10-221d (West)

10-222c Hiring Policy

Policy adopted: December 9, 2003
Policy revised: October 18, 2005
Policy revised: June 14, 2011
Policy revised: October 13, 2015
Policy revised: October 18, 2016

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FOR APPROVAL

9115

Bylaws of the Board

Annual Organizational Meeting of the Board

It is the policy of the Board to conduct an annual meeting, held the third Tuesday in December, for the purpose of organization and the election of officers.

1. The meeting shall be called to order by the Superintendent or Acting Superintendent.
2. Upon nomination from the floor, the Board Chairperson shall be elected by a recorded vote of the Board and take office upon election.
3. Upon nominations from the floor, the Board shall elect by recorded vote the Vice-Chairperson, Secretary and Assistant Secretary.
4. Election of any officer shall require a majority vote of the Board members present.
5. Requests to serve on specific standing committees shall be submitted by Board members to the Board Chairperson (refer to policy 9130).

(cf. 9120 - Officers)

Bylaw adopted by the Board: January 9, 2001
Bylaw revised by the Board: November 14, 2006

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

APPROVED FIELD TRIPS

May 2017

	A	B	C	D	E	F	G	H	I
1	<u>School</u>	<u>Grade/Dept.</u>	<u>Trip Date</u>	<u>Week</u>	<u># of Students</u>	<u># of Adults</u>	<u>Destination</u>	<u>Subs</u>	<u>Student Cost</u>
2	SMS	6-8	4-21-17	Friday	25	1	WCSU Jazz Festival	1	\$0.00
3	SNIS/SMS	5-8	04-27-17	Thursday	45	3	Jazz Music Festival	0	\$0.00
4	NMHS	11-12	5-16-17	Tuesday	56	1	Yale University	2	\$12.00
5	SMS	7	05-23-17	Tuesday	110	12	Silver Lake Conference Center	5	35.35 (\$1790 PTO Grant)
6	SMS	7	05-24-17	Wednesday	110	12	Silver Lake Conference Center	5	35.35 (\$1790 PTO Grant)
7	NMHS	12	05-24-17	Wednesday	11	3	NM Railroad Station	2	\$0.00
8	SMS	7	05-26-17	Wednesday	118	15	Silver Lake Conference Center	7	35.35 (\$1920 PTO Grant)
9	NMHS	9-12	05-31-17	Wednesday	50	3	SMS (NAMES Program)	2	5.00 (NAMES Account)
10	SNIS	3-5	06-01-17	Thursday	25	5	Schaghticoke Middle School	3	\$0.00
11	SMS	6	06-05-17	Monday	125	6	Camp Awosting	6	\$26.00 (PTO Grant)
12	SMS	6	06-06-17	Tuesday	125	6	Camp Awosting	6	\$26.00 (PTO Grant)
13	NES	2	06-07-17	Wednesday	129	9	SNIS (transition trip)	0	0.00 (BOE Funds)
14	SMS	6	06-07-17	Wednesday	125	6	Camp Awosting	6	\$26.00 (PTO Grant)
15	HPS	2	06-08-2017	Thursday	144	12	SNIS (transition trip)	0	0.00
16	SMS	6-7	06-12-17	Monday	55	2	Jazz/Voices Tour (NES/SNIS/Chestnut Grove)	2	\$0.00

**New Milford Board of Education
Policy Sub-Committee Minutes
April 25, 2017
Lillis Administration Building, Room 2**

Present: Mr. J.T. Schemm, Chairperson
Mrs. Wendy Faulenbach
Mrs. Tammy McInerney
Mr. Bill Dahl, Alternate

Absent: Mr. Dave Littlefield

Also Present: Mr. Joshua Smith, Superintendent
Ms. Alisha DiCorpo, Assistant Superintendent
Ms. Roberta Pratt, Director of Technology
Mrs. Laura Olson, Director of Pupil Personnel and Special Services

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NEW MILFORD, CT

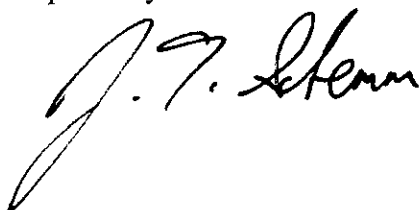
1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mr. Schemm. Mr. Dahl was seated in the absence of Mr. Littlefield.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Discussion and Possible Action A. Policy for Review: 1. 6141.321/4118.4/4218.4 Acceptable Use and Internet Safety <ul style="list-style-type: none"> Mr. Schemm said this policy was here for first review following discussion last month. Mr. Smith said he reviewed the draft with district administrators last week regarding its effect on next year's handbooks, sign offs, and consistency of the message to both students and staff since the policy applies to all. Mr. Schemm noted that annual notice is required and asked how that will be accomplished. Mr. Smith said the policy will go out as part of the annual notification packet and will be part of the Appendix A addendum to handbooks. Sign off is required so there will be follow up with that as well. 	Discussion and Possible Action A. Policy for Review: 1. 6141.321/4118.4/4218.4 Acceptable Use and Internet Safety

- Mrs. Faulenbach asked how the sign off will be monitored. Mr. Smith said there is a checkoff in the Administrator Plus software from which reports can be run. The district is also beginning the process of automating forms in the Parent Portal.
- Mrs. Faulenbach said the beginning of school is a busy time for families and occasionally forms get lost in the shuffle. She is concerned about students not having access if the form is not returned promptly.
- Mr. Schemm suggested a grace period until October 1 perhaps for students who had a sign off on file from the previous year.
- Ms. Pratt said those items are wiped clean from the software when the new school year is created so a work around would have to be developed for that to happen.
- Mr. Smith said he is hoping the development of the electronic forms will help. He also said there tends to be a very quick turnaround on the return of the form when students realize access is not there.
- Mrs. Faulenbach asked if there was a legal definition of "inappropriate". Mr. Smith said there are legal guidelines to what school districts need to filter but in the case of this policy the term refers to using the district internet in a way that is not appropriate to the educational mission.
- Mrs. Faulenbach asked who monitors appropriateness for the district.
- Ms. Pratt said there are automatic filters in the district software and through google. Anything questionable is brought to her attention and she works with administrators to address.
- Mrs. McInerney asked if this policy applied to all grades, and if so how it was addressed with the younger students. Mr. Smith said it applies to grades 1-12. Digital citizenship is part of the middle school curriculum and the Library Media Specialists handle the discussion at the elementary level.
- Mrs. Faulenbach asked if the draft had been reviewed by legal and if it was similar to other districts. Mr. Smith said it had been and it was

	<p>a combination of best practice from other districts and language unique to New Milford.</p> <ul style="list-style-type: none"> Mr. Schemm asked if this policy would apply to community members visiting the buildings who choose to access the network. Mr. Smith said it would and that anyone trying to access the network would have to accept terms and conditions before doing so. Mr. Schemm suggested a link to the policy be included on that page. <p>Mrs. Faulenbach moved to bring Policy 6141.321/4118.4/4218.4 Acceptable Use and Internet Safety to the full Board for first review.</p> <p>Motion seconded by Mrs. McInerney.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring Policy 6141.321/4118.4/4218.4 Acceptable Use and Internet Safety to the full Board for first review.</p>
<p>4.</p> <p>A. Regulation for Discussion:</p> <p>1. 6142.2 Student Nutrition and Physical Activity (Student Wellness)</p> <ul style="list-style-type: none"> Mr. Smith said the accompanying policy is already at the Board level for approval. The regulation, like the policy, requires extensive revisions but will take a longer time to implement fully. He expects it to evolve over the course of next year. Mrs. McInerney said she thought a July 1 implementation date was required. Mr. Smith said that is the case with the policy. He said the state is aware that implementation of the regulations will take time. Ms. DiCorpo said she co-chairs the Wellness Committee with Mrs. Olson and they are already having extensive discussions. The new regulations require a change to committee members, an implementation plan using an online tool, and annual notifications among other steps. Mr. Dahl asked if an implementation plan is required for each school and Ms. DiCorpo said 	<p>Item of Information</p> <p>A. Regulation for Discussion:</p> <p>1. 6141.321/4118.4/4218.4 Acceptable Use and Internet Safety</p>	

	<p>yes as well as some curriculum revision.</p> <ul style="list-style-type: none">• Mr. Dahl asked if the district has department chairs for PE and Health to do all the work which will be required. Mr. Smith said only the high school has a department chair and the position combines both departments. The process will start at the central office level. That is one of the reasons the process will take time to roll out.• Mrs. Faulenbach said she appreciates all the work that will be done to build the foundation to support the policy.• Ms. DiCorpo said the first focus will be on the food celebration piece since that information needs to go out to parents before the beginning of the next school year. A Nutrition Advisory Council has been formed to work on this and provide a list of approved items. They have been looking at what other districts do in this area as well.• Mrs. McInerney and Mrs. Faulenbach said they welcome the clarity as there is inconsistency currently.• Mrs. Faulenbach said she thinks it will be important to provide teachers with the tools they need to respond to parent questions.	
5.	<p>Public Comment</p> <ul style="list-style-type: none">• There was none.	<p>Public Comment</p>
6.	<p>Adjourn</p> <p>Mrs. Faulenbach moved to adjourn the meeting at 7:35 p.m. seconded by Mr. Dahl and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 7:35 p.m.</p>

Respectfully submitted:



J.T. Schemm, Chairperson
Policy Sub-Committee

**New Milford Board of Education
Committee on Learning Minutes
April 25, 2017
Lillis Administration Building, Room 2**

Present: Mrs. Tammy McInerney, Chairperson
Mr. Bill Dahl
Mr. J.T. Schemm

Absent: Mr. Dave Littlefield

Also Present: Mr. Joshua Smith, Superintendent of Schools
Ms. Alisha DiCorpo, Assistant Superintendent of Schools
Mrs. Laura Olson, Director of Pupil Personnel and Special Services

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27

NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Committee on Learning was called to order at 7:35 p.m. by Mrs. McInerney.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Presentation A. Initial Phases of Alternative Education Program <ul style="list-style-type: none"> Ms. DiCorpo presented information to begin the discussion regarding what form an alternative education program in New Milford might take should the Board decide to move forward with the concept. She began her presentation by stating the definition of alternative education as defined by the CT State Department of Education. Ms. DiCorpo noted that this definition specifically excludes vocational programs. In determining any plan, initial steps to be considered would include location, logistics, program philosophy for implementation, administration, assessment and curriculum, and resources. Ms. DiCorpo provided examples of some current alternative education program models currently in place in CT. Mr. Dahl said he would like any discussion of an alternative education program to look past social 	Presentation A. Initial Phases of Alternative Education Program

	<p>and behavioral needs and include the needs of non-traditional learners. He asked what age group is being considered and Mr. Smith said that would be part of the conversation going forward.</p> <ul style="list-style-type: none"> • Mrs. McInerney asked where students go now for alternative programs. Mr. Smith said current choices are Nonnewaug and Abbott Tech as choice programs and other special education driven programs. The ESS program at the high school has been helpful in addressing socially and emotionally fragile students. • Ms. DiCorpo said she is also working to identify what program supports are available including online programming. • Mr. Schemm said it appears that an alternative education program will require a large outlay of personnel to support a small group and wondered if the benefits would lead to savings in other areas. • Mr. Dahl talked about the financial commitment that will be required, saying it would be important to make sure this is something the community wants and will support. • Ms. DiCorpo asked the committee to give her input as to where they would like the conversation to go from here. 	
4.	<p>Discussion</p> <p>A. Graduation Requirements</p> <ul style="list-style-type: none"> • Ms. DiCorpo distributed handouts for review. She said this has been the topic of previous conversations and had resurfaced during budget deliberations. She is looking for direction as to what direction the Board wants to go and why. • Mrs. McInerney asked what credits are currently required. Ms. DiCorpo said the state requires 20 credits now but there is a bill moving forward currently to change it to 25 for the class of 2023. New Milford is currently at 26. • Ms. DiCorpo said any discussion of graduation credits should take into account the Next Generation Accountability Model that the state is 	<p>Discussion</p> <p>A. Graduation Requirements</p>

	<p>using as a measurement tool. This includes factors such as attendance and graduation rates, fitness and arts access. All these areas would need to be factored into the discussion, since elective courses all factor into the indicators in various ways.</p> <ul style="list-style-type: none"> • Ms. DiCorpo said the questions to be considered if decreasing graduation credits is what area(s) and why. • Mr. Dahl said he was thinking of the student who struggles to attain the required credits. Mr. Smith said in that case it would be more important to look at the underlying reasons and how they can be fixed. • Mr. Dahl said he was in favor of leaving the standard at 26 credits, especially as the capstone discussion continues at the state level. Perhaps that could become the 26th credit if needed. • Mr. Schemm said the capstone piece is a large project that will require significant staff resources and would in all likelihood be more “expensive” than one credit. • Ms. DiCorpo said she could bring information to the committee regarding an AP capstone project, which would allow the district to start the process on a smaller scale. • Mr. Schemm said he could see reducing the credit requirement to the state level knowing that students could still exceed it if they wish. He said he would like to see a historical breakdown of the number of students graduating per number of credits. He would also like to see the number of may not/will not letters over time at the different levels. • Mr. Smith mentioned that transfer credits can become an issue occasionally when students transfer in from a district that has required fewer credits to graduate. 	
5.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	<p>Public Comment</p>

6.	Adjourn Mr. Schemm moved to adjourn the meeting at 8:49 p.m. seconded by Mrs. McInerney and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 8:49 p.m.
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Respectfully submitted:



Tammy McInerney, Chairperson
Committee on Learning

**New Milford Board of Education
Facilities Sub-Committee Minutes
May 2, 2017
Lillis Administration Building—Room 2**

Present: Mr. Brian McCauley, Chairperson
Mr. Robert Coppola
Mr. Bill Dahl
Mrs. Tammy McInerney, alternate

Absent: Mrs. Angela C. Chastain

Also Present: Mr. Joshua Smith, Superintendent
Ms. Alisha DiCorpo, Assistant Superintendent
Mr. Anthony Giovannone, Director of Fiscal Services and Operations
Mr. Kevin Munrett, Facilities Manager
Mr. Nestor Aparicio, Assistant Facilities Manager
Ms. Ellamae Baldelli, Director of Human Resources
Ms. Roberta Pratt, Director of Technology

RECEIVED
TOWN CLERK

2017 MAY -4 A 9:45

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. Chastain.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Discussion and Possible Action A. Turf Fields Security Cameras <ul style="list-style-type: none"> Mr. Munrett said he and Ms. Pratt met with a vendor regarding camera security for the turf fields. This is the same vendor who did the HPS security project. Mr. Coppola asked if the fields had any camera security previously and Mr. Munrett said no. Mr. Dahl asked if the fields had signs stating rules and responsibilities. Mr. Munrett said they do. Mr. Dahl asked what the purpose of the project is. Mr. Munrett said it is to protect the investment made in the fields and capture any 	Discussion and Possible Action A. Turf Fields Security Cameras

	<p>damage that may occur in the future. Mr. Dahl said he thought this should have been included in the original project scope and asked if there was any way to go back and add it.</p> <ul style="list-style-type: none"> • Mr. Smith said it was his understanding that the short term loan was only for the actual cost to build the fields and so security can't be added now. • Mr. Coppola asked where the funding was coming from and Mr. Smith said it was on the transfer request sheet that the Operations Committee will consider. He said it is a one time cost from this year's budget using monies that would have been prioritized to other year end projects instead. • Mrs. McInerney asked where the request for camera security originated. Mr. Smith said it was administratively driven. Field repair is now the Board's responsibility so it makes sense to have cameras for security as we do with other Board facilities. He said the proposal is for wireless security so that will allow remote access and provide wireless internet to the fields as an added bonus. Wireless was the most cost effective option. • Mr. Dahl said he thinks adding the cameras is a wise move but believes that the fields will be an albatross for the district going forward. They will be costly at a time when the district may be forced to cut programs and staff due to budget reductions. <p>Mr. Coppola moved to bring the turf field security project as proposed to the full Board for approval.</p> <p>Motion seconded by Mr. Dahl.</p> <p>Motion passed unanimously.</p>	
B.	<p>End of Year Projects</p> <ul style="list-style-type: none"> • Mr. Munrett said a running list of projects is developed in conjunction with the principals throughout the year. As we approach end of 	<p>Motion made and passed unanimously to bring the turf field security project as proposed to the full Board for approval.</p> <p>B. End of Year Projects</p>

	<p>year, accounts with available funds will be reviewed to evaluate their possible use for these projects, which will be evaluated and prioritized.</p> <ul style="list-style-type: none"> • Mr. Coppola asked if these funds are within the Facilities budget and Mr. Munrett said yes. <p>C. Traffic Study</p> <ul style="list-style-type: none"> • Mr. Munrett said questions had been raised previously regarding traffic issues at NES and SMS and he was looking to see if the committee wanted him to solicit vendor cost to do a study. • Mr. McCauley said he feels both buildings need more parking spots. • Mr. Dahl said he finds the traffic flow works fine when the school resource officer and principal are directing but that there are problems other times. • Mr. Dahl asked why there is so much parent drop off and pick up. Mrs. McNerney said from what she hears it is mostly the length of the bus ride and, to a lesser extent, some students fear of riding the bus. • Mr. Coppola said he would go along with checking on the costs of the study at least and would like the information by the June Board meeting for consideration. <p>Mrs. McNerney moved to bring a review of the cost for a traffic study for NES and SMS to the full Board for approval.</p> <p>Motion seconded by Mr. Coppola.</p> <p>Motion passed unanimously.</p>	<p>C. Traffic Study</p> <p>Motion made and passed unanimously to bring a review of the cost for a traffic study for NES and SMS to the full Board for approval.</p>
4.	<p>Items of Information</p> <p>A. Turf Fields Committee</p> <ul style="list-style-type: none"> • Mr. Munrett said letters of invitation were sent to nine community members with six 	<p>Items of Information</p> <p>A. Turf Fields Committee</p>

	<p>acceptances so far. The invited members represent a broad spectrum of the community including BOE members, Town Council and Board of Finance representatives, high school coaches and students.</p> <ul style="list-style-type: none">• Mr. Coppola asked if the committee would run with six if others did not accept. Mr. Munrett said they would reach out to others as they wanted different vantage points and knowledge overall.• Mr. Dahl asked if students would be replaced as they graduate and Mr. Munrett said yes. The current invited students are a junior and a sophomore and they would cycle through those grades for continuity.	
B. Green Cleaning	<ul style="list-style-type: none">• Mr. Munrett said he had visited four of the five schools so far to refresh staff about the district's green cleaning policy prohibiting outside chemicals.• Mrs. McInerney asked if this includes baby wipes as the PTO sometimes requested them as donations. Mr. Munrett said he was researching that now.• Mr. Coppola asked if it was our responsibility as a district to supply tissues and cleaners. Mr. Smith said it is but if additional donations are volunteered they must adhere to standards.	B. Green Cleaning
C. Baldwin Park	<ul style="list-style-type: none">• Mr. Smith said a local youth agency had contacted them regarding field space and storage for Baldwin Park which we believed was a town park. After back and forth with the town, it appears the fields and parking lot are on school property and the walking trails, which are land locked, are town property. This is in the research stage right now but may have implications going forward, including to property and liability insurance.	C. Baldwin Park

5.	Public Comment <ul style="list-style-type: none">• There was none.	Public Comment
6.	Adjourn <p>Mrs. McInerney moved to adjourn the meeting at 7:16 p.m., seconded by Mr. Dahl and passed unanimously.</p>	Adjourn <p>Motion made and passed unanimously to adjourn the meeting at 7:16 p.m.</p>

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Minutes
May 2, 2017
Lillis Administration Building—Room 2**

Present: Mrs. Wendy Faulenbach, Chairperson
Mr. Robert Coppola
Mr. Brian McCauley
Mr. Bill Dahl, alternate

Absent: Mrs. Angela C. Chastain

Also Present: Mr. Joshua Smith, Superintendent
Ms. Alisha DiCorpo, Assistant Superintendent
Ms. Ellamae Baldelli, Director of Human Resources
Mr. Anthony Giovannone, Director of Fiscal Services and Operations
Ms. Roberta Pratt, Director of Technology
Mrs. Laura Olson, Director of Pupil Personnel and Special Services
Mr. Kevin Munrett, Facilities Manager
Mr. Nestor Aparicio, Assistant Facilities Manager
Ms. Christy Martin, Adult Education Facilitator

RECEIVED
TOWN CLERK
2017 MAY -4 A 9:45

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. Chastain.	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 would have a revised Exhibit A for the Board meeting.Mr. Coppola asked how long the assistant principal who was leaving had been with the district and if the position was full time for SNIS and Ms. Baldelli said about 2 ½ years and yes, full time to SNIS. Mr. Dahl moved to bring Exhibit A: Personnel -	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence Motion made and passed

<p>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 4/28/17 2. Purchase Resolution D-698 3. Request for Budget Transfers <ul style="list-style-type: none"> • Mr. Coppola asked how the budget is doing and Mr. Giovannone said we are still on track. He referenced transfers that the committee will see this evening, for legal, advertising and security cameras. He said the second excess cost payment should be received by the end of the month. • Mrs. Faulenbach asked about the difference in the salary line from the previous month. Mr. Giovannone said they are clearing encumbrances with three more teacher pay days to come and it should not change much going forward. • Mrs. Faulenbach asked for clarification to the change in line item 52900 other employee benefits and Mr. Giovannone said he would need to check and would provide that information. • Mrs. Faulenbach asked for clarification regarding line 51180. Mr. Giovannone said that was for stipends for spring sports and for clubs and activities. Ms. Baldelli said the clubs and activities are typically paid end of year. • Mrs. Faulenbach asked why it is not encumbered and Mr. Smith said stipends are typically only encumbered when they go to payroll. • Mr. Smith said the transfer request includes security cameras for the sports complex at the high school. This was discussed at Facilities as well. Funds will come from the certified salary 	<p>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 4/28/17 2. Purchase Resolution D-698 3. Request for Budget Transfers
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	<p>account, which has turnover savings. It will enable the project to start now and be completed by the end of the school year versus using capital reserve for example.</p> <ul style="list-style-type: none">• Mr. Coppola agrees the cameras are needed but said it troubles him to have to use \$58,000 in BOE funds when there was a surplus left from the turf fields budget when the project ended.• Mrs. Faulenbach said she is pleased to see the addition of the cameras now to protect school property and is not comfortable with the use of capital reserve for a variety of reasons. She said she appreciated the background provided in the memo.• Mr. Smith said the transfer request for the legal account is for a secondary firm that bills by invoice for work on such things as expulsion hearings. The primary firm still has a healthy retainer balance.• Mr. Coppola asked if the secondary firm was underbudgeted and Mr. Smith said the budgeted amount is based on historicals but does vary depending on the number of hearings from year to year.• Mrs. Faulenbach requested a schedule of negotiations for time and budgetary planning.• Mr. Coppola said he had reviewed the legal invoices and was impressed with the way charges are made by increments within an hour and by level of attorney. He said he would like to see an accounting of what the current court case is costing the district. He also wanted to note for the record that the last FOI request cost the district approximately \$3,000 to defend even though it was withdrawn in the end. While anyone has a right to make an FOI request, this does create an expense to the district.• Mrs. Faulenbach said she also reviewed the legal invoices and noted that it was sometimes difficult to breakdown the cost of a specific topic. Mr. Smith said that is because a phone call or meeting often leads to a discussion of	
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	<p>multiple topics.</p> <ul style="list-style-type: none"> • Mr. Coppola asked about the magnet school charge and Mrs. Olson said it was for special education services as needed by New Milford students accepted there. • Mrs. Faulenbach asked if the Smartboards were a budgeted item and Mr. Giovannone said they were. • Mr. Coppola asked about quality of the new purchases and there are many vendors offering smartboard products now. Ms. Pratt said they were using the same manufacturer and these were even better quality. • Mrs. Faulenbach asked how many would be purchased. Ms. Pratt said 24 including projector and installation. Mrs. Faulenbach asked how many Chromebooks and Ms. Pratt said 160 through the Title I grant. <p>Mr. Coppola moved to bring the monthly reports: Budget Position 4/28/17, Purchase Resolution D-698 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>C. Gifts & Donations 1. PTO — Exhibit B</p> <ul style="list-style-type: none"> • Mr. Coppola thanked the PTO for their continued donations to enhance Board programs. • Mrs. Faulenbach asked to see an overall total of donations for the year, specifically for the PTO. • Mr. McCauley said he would like to see the PTO recognized at a monthly Board meeting. <p>Mr. Dahl moved to bring Gifts & Donations: PTO – Exhibit B to the full Board for approval.</p> <p>Motion seconded by Mr. Coppola.</p>	<p>Motion made and passed unanimously to bring the monthly reports: Budget Position dated 4/28/17, Purchase Resolution D-698, and Request for Budget Transfers to the full Board for approval.</p> <p>C. Gifts & Donations 1. PTO — Exhibit B</p> <p>Motion made and passed unanimously to bring Gifts & Donations: PTO – Exhibit B to the full Board for approval.</p>
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	<p>Motion passed unanimously.</p> <p>D. Bid Awards</p> <ol style="list-style-type: none"> 1. Septic Cleaning 2. Boiler Cleaning <ul style="list-style-type: none"> • Mrs. Faulenbach said she was concerned with the low level bid of the recommended vendor for the boiler cleaning as it could be a safety issue if not properly done. • Mr. Munrett said he had confirmed terms with the vendor. This is their sole business; the other companies bidding would be subbing out the business. The chosen vendor has cleaned boilers for the schools in the past. <p>Mr. McCauley moved to bring the bid awards for Septic and Boiler Cleaning to the full Board for approval.</p> <p>Motion seconded by Mr. Dahl.</p> <p>Motion passed unanimously.</p> <p>E. Grants</p> <ol style="list-style-type: none"> 1. Adult Education <ol style="list-style-type: none"> a. ED 244 b. IEL/Civics-ESL for Life and Work c. Workplace Readiness- Pathways to the Future <ul style="list-style-type: none"> • Mr. Coppola said he appreciates the efforts of Ms. Martin in the absence of a director for the Adult Education program. • Ms. Martin said there are challenges with new federal guidelines which tie the program to employability standards, but it is exciting in what it brings to the community too. She said that Adult Education is many things and that there are students in the program who range in age from 17 to well in their 50's. • Mr. Coppola asked if these were entitlement grants. Mr. Smith said some entitlement and some matching. 	<p>D. Bid Awards</p> <ol style="list-style-type: none"> 1. Septic Cleaning 2. Boiler Cleaning <p>Motion made and passed unanimously to bring the bid awards for Septic and Boiler Cleaning to the full Board for approval.</p> <p>E. Grants</p> <ol style="list-style-type: none"> 1. Adult Education <ol style="list-style-type: none"> a. ED 244 b. IEL/Civics-ESL for Life and Work c. Workplace Readiness- Pathways to the Future
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	<ul style="list-style-type: none"> • Ms. DiCorpo said they are talking to Naugatuck Valley Community College about a collaboration going forward. • Ms. Martin invited Board members to the Adult Education graduation on June 14, 2017 at 7:00 p.m. <p>Mr. Coppola moved to bring the Adult Education grants to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>2. IDEA Grant</p> <ul style="list-style-type: none"> • Mrs. Olson said this is the Individuals with Disabilities Education Act grant which comes every year, but covers a two year span. The funds are the same as last year. She reviewed the goals of the grant and summarized the use of the funding. • Mr. Coppola asked about the public/non-public part of the grant. Mrs. Olson said if the non-public institution is within the town, then the district is obligated to meet the special education needs of any students there. In this case, we provide tutoring to Canterbury students and a part time special education teacher to Faith Academy. • Mr. Coppola asked if this was an entitlement grant and Mr. Smith said it was, through federal funding not state. <p>Mr. Coppola moved to bring the IDEA grant to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the Adult Education grants to the full Board for approval.</p> <p>2. IDEA Grant</p> <p>Motion made and passed unanimously to bring the IDEA grant to the full Board for approval.</p>
F.	<p>Food and Nutrition Services – Exhibit C</p> <ol style="list-style-type: none"> 1. Healthy Food Certification Statement 2. Food Certification Exemptions for School 	<p>F. Food and Nutrition Services – Exhibit C</p> <ol style="list-style-type: none"> 1. Healthy Food Certification

	<p>Fundraisers</p> <p>3. Beverage Certification Exemptions</p> <ul style="list-style-type: none"> • Mr. Smith said this certification is required annually. The beverage exemption has been separated out this year for the first time. • Mr. Dahl asked if there was any consideration given to making this a blanket statement for all activity on school grounds, similar to the no smoking policy. Mr. Smith said that would be complicated with large sporting and band events and it could be a burden to many outside organizations would use the facilities. • Mr. Coppola said he understood that there is talk about loosening the healthy food requirements. Mr. Smith said that is at the federal level; these refer to state regulations. <p>Mr. Dahl moved to bring the Healthy Food Certification Statement, Food Certification Exemptions for School Fundraisers, and Beverage Certification Exemptions per Exhibit C to the full Board for approval.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p> <p>G. All-Star Transportation Contract</p> <ul style="list-style-type: none"> • Mr. Smith said the proposal extends the current contract two years. It allows for the migration of all buses to propane, eliminates one bus due to declining enrollment and results in a savings to the Board, important in this time of budget reductions. • Mrs. Faulenbach asked if the budgeted increase was 3% or 3.5% and Mr. Smith said he would check. • Mrs. Faulenbach said it will save on negotiation costs as well. She is happy to see savings in this area versus cuts to instructional areas. • Mrs. Faulenbach asked if the Board would sign 	<p>Statement</p> <p>2. Food Certification Exemptions for School Fundraisers</p> <p>3. Beverage Certification Exemptions</p> <p>Motion made and passed unanimously to bring the Healthy Food Certification Statement, Food Certification Exemptions for School Fundraisers, and Beverage Certification Exemptions per Exhibit C to the full Board for approval.</p> <p>G. All-Star Transportation Contract</p>
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	<p>a new contract if the extension was approved and Mr. Smith said yes.</p> <p>Mr. McCauley moved to bring the proposed two-year extension to the All-Star Transportation Contract to the full Board for approval.</p> <p>Motion seconded by Mr. Dahl.</p> <p>Motion passed unanimously.</p>	
H.	Turf Fields Security Cameras <ul style="list-style-type: none"> Mrs. Faulenbach said this item had been discussed under the transfer request and no motion was needed. 	Motion made and passed unanimously to bring the proposed two-year extension to the All-Star Transportation Contract to the full Board for approval.
I.	End of Year Balance <ul style="list-style-type: none"> Mr. Smith said the intent is to have a good estimate of year end by next month's Operations meeting. They are aware of an expected \$250,000 shortfall in excess costs and an expected special education mediation impact. Any remaining funds will be prioritized with a facilities and technology focus for Board review. Mrs. Faulenbach requested that another follow up be made to the town regarding the Board capital reserve request. With the year ending, she said the Board is still looking for an answer. 	I. End of Year Balance
J.	2017-18 Budget Reductions <ul style="list-style-type: none"> Mr. Smith said the Board is looking at a cut of \$756,832, more than 1% of the BOE adopted budget. Central Office administrators and principals have had numerous conversations regarding adjustments. He hesitated to make suggestions to the Board prior to the budget vote but felt in the end it was important to start the conversation now and get input. He distributed a sheet of proposed reductions 	J. 2017-18 Budget Reductions

	<p>divided into three sections. The first section resulted from adjustments made to the budget as new information has come forward over the last few months. These do not add risk or impact departments or programs. The middle section adds risk, and the last section adds risk and impacts instructional programs. He stressed that these are suggested reductions designed to initiate conversation. Even with the cuts proposed, and additional \$189,774 reduction is still needed. Mr. Smith believes this will mean additional staffing reductions.</p> <ul style="list-style-type: none">• Mr. Dahl said he would like to see other options for conversation to include reducing the amount of games played by our athletic teams, reducing levels of athletic teams, or reducing athletics at the middle school level. He would rather see adjustments there to save staff.• Mr. Coppola agreed these were alarming reductions and said he would be proposing adding pay to play to the discussion and other activities after the school day in order to save staff and programs during the academic day.• Mrs. Faulenbach said that this is a draft. This is not set in stone. It's to start a dialogue and get Board members to have a chance to review. While it is not common practice to review these prior to vote, it was decided the magnitude of the reduction warranted a richer process than one night at a Board meeting. All options are on the table until voted on by the Board. She asked Mr. Smith to share the suggested reduction with the full Board and encourage them to make suggestions to Central Office.• Mr. Smith said he welcomed conversation and reiterated that these reductions are not set in stone but an effort at transparency to let the Board and taxpayers know the thought process. He said if the budget does not pass on May 16 however then these are just the start.	
Mr. Dahl moved to bring the 2017-18 Budget		Motion made and passed

	<p>Reductions to the full Board for discussion.</p> <p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p>	<p>unanimously to bring the 2017-18 Budget Reductions to the full Board for discussion.</p>
4.	<p>Items of Information</p> <p>A. 2017-18 New Milford Public Schools Calendar</p> <ul style="list-style-type: none"> Mr. Smith said next year's calendar was developed in collaboration with administration, school building representatives, the teachers' union president and PTO and represents the best compromise for all. Mr. Coppola asked if it follows the suggested regional calendar and Mr. Smith said it does. Mr. Dahl asked why there were so many contingency days for snow listed and Mr. Smith said it helps with graduation planning and allows the Board to set the graduation date in September. <p>B. Legal Invoices</p> <ul style="list-style-type: none"> Mrs. Faulenbach said these were discussed under transfers. 	<p>Items of Information</p> <p>A. 2017-18 New Milford Public Schools Calendar</p> <p>B. Legal Invoices</p>
5.	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	<p>Public Comment</p>
6.	<p>Adjourn</p> <p>Mr. Dahl moved to adjourn the meeting at 9:28 p.m. seconded by Mr. McCauley and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 9:28 p.m.</p>

Respectfully submitted:



Wendy Faulenbach, Chairperson
Operations Sub-Committee



RECOMMENDATIONS REGARDING TOWN COUNCIL AND
BOARD OF FINANCE REDUCTIONS TO THE
BOARD OF EDUCATION 17/18 ADOPTED BUDGET

REVISED AGENDA ITEM 3J
MAY 9, 2017 MEETING

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R
D

TOTAL REDUCTIONS TO MAKE				\$756,832	
Recommended Reductions in this section: - does not add risk - does not impact department or program	Item	Description	Individual Line Reduction	Running Reduction Total	Further Reductions Required
	Liability and Property Insurance	Per Insurance review and current actuals (updated 4/7/17).	\$15,831	\$15,831	\$741,001
	Workman's Comp	Per Insurance review and current actuals (updated 4/28/17).	\$72,141	\$87,972	\$668,860
	Bus Contract	Two (2) year contract extension at 2.5% increase versus budget of 3.5% plus the reduction of one bus.	\$101,549	\$189,521	\$567,311
	Fuel/ Propane Savings	Savings due to one less bus .	\$3,000	\$192,521	\$564,311
	AESOP	Bill will be paid by Source4Teacher.	\$10,000	\$202,521	\$554,311
Recommended Reductions in this section: - add risk - does not significantly impact department or program	District Evaluation	Outside consulting services has been used for redistricting studies. This was scheduled to be used as part of a Special Education Review that will be postponed.	\$15,000	\$217,521	\$539,311
	Livescans	Postpone purchase of digital fingerprinting machine.	\$12,000	\$229,521	\$527,311
	Turn over Savings	Increases risk of properly funding certified staffing replacements.	\$50,000	\$279,521	\$477,311
	Textbooks	Reduced need due to 16/17 purchases.	\$23,484	\$303,005	\$453,827
	Strategic Planning	Could delay the start of the process unless other models are considered.	\$20,000	\$323,005	\$433,827
Recommended Reductions in this section: - add risk - impacts programs	9th Grade PSAT	Would limit ability to inform teachers about student growth.	\$6,000	\$329,005	\$427,827
	Athletics	Supply related reductions.	\$50,000	\$379,005	\$377,827
	Field Trips	Reduction to K-5 field trip funds.	\$25,000	\$404,005	\$352,827
	HVAC 1.0 FTE	Position currently vacant, using outside vendor.	\$55,000	\$459,005	\$297,827
	Phys Ed 0.5 FTE	Position added as part of Board Adopted budget.	\$31,448	\$490,453	\$266,380
	Weight Room Stipend	Stipend added as part of Board Adopted budget.	\$14,800	\$505,253	\$251,580
	Additional Staffing Reduction of 4.0 FTE's		\$62,895	\$568,148	\$188,685
			\$62,895	\$631,043	\$125,790
			\$62,895	\$693,938	\$62,895
			\$62,895	\$756,832	\$0