

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

OPERATIONS SUB-COMMITTEE
MEETING NOTICE

| | |
|---------------|---|
| DATE: | October 7, 2014 |
| TIME: | 7:30 P.M. |
| PLACE: | Lillis Administration Building – Room 2 |

AGENDA

New Milford Public Schools Mission Statement

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

1. Call to Order

2. Public Comment

The Board welcomes Public Participation and asks that speakers please limit their comments to three minutes. Speakers may offer objective comments of items on this agenda. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the New Milford Public School System.

3. Discussion and Possible Action

A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence

B. Monthly Reports

1. Purchase Resolution D-668
2. Budget Position dated 9/30/14
3. Request for Budget Transfers

C. Gifts & Donations

1. PTO – Exhibit B
2. New Milford High School Band Parents Organization – Exhibit C
3. Goldring Family Foundation – Exhibit D

D. Grants

1. District Consolidated Grant
2. Title III Grant

E. Section 125 Cafeteria Plan Amendment

F. Appointment of Medical Advisor

G. School Security and Safety Plans

H. Activity Stipend Request

1. New Milford High School

4. Items of Information

A. Copier Lease

B. Update on Transition Year

C. Superintendent's Goals

D. Update on Hiring of Assistant Principal

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NEW MILFORD, CT

5. Adjourn

Sub-Committee Members:

Wendy Faulenbach, Chairperson

David R. Shaffer

John W. Spatola

Theresa Volinski

Alternates:

Dave Littlefield

Robert Coppola

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut
October 14, 2014

ACTION ITEMS

A. Personnel

1. **CERTIFIED STAFF**

a. **RESIGNATIONS**

1. **None currently**

2. **CERTIFIED STAFF**

b. **APPOINTMENTS**

1. **Mr. Arthur Eidelson**, Math Teacher, New Milford High School

Move that the Board of Education appoint **Mr. Arthur Eidelson** as Math Teacher at New Milford High School effective September 29, 2014.
2014-2015 salary - \$55,455 (Step 3J), pro-rated to start date

Education History:

BS: Rochester Inst. of Tech.
Major: Electrical Engineering
MS: Univ. of Arizona
Major: Electrical Engineering
MS: Long Island Univ.
Major: Adolescent Education (Math)

Work Experience:

2 yrs. Danbury CSD

Replace: W. Knipple

2. **Ms. Denise Kemmerer**, Grade 6 Math, Sarah Noble Intermediate School

Move that the Board of Education appoint **Ms. Denise Kemmerer** as Grade 6 Math Teacher at Sarah Noble Intermediate School effective September 22, 2014.
2014-2015 salary - \$50,379 (Step 1F), pro-rated to start date

Education History:

BA: State Univ. of Florida
Major: Mathematics
MS: Univ. of Bridgeport
Major: Mathematics Education

Work Experience:

2 yrs. Brown Univ. - Senior Analyst/Project Leader
20 yrs. Harvard Univ. - Senior Programmer Analyst

Replace: M. Miller

3. **Ms. Katelynn McNamara**, Intervention Teacher, Schaghticoke Middle School

Move that the Board of Education appoint **Ms. Katelynn McNamara** as Intervention Teacher at Schaghticoke Middle School effective October 20, 2014.
2014-2015 salary - \$49,200 (Step 2B), pro-rated to start date

Education History:

BS: WCSU
Major: Secondary Education w/Mathematics

Work Experience:

1 yr. Waterbury Schools

New budgeted position

4. **Mr. James Staib, Jr.**, Special Education Teacher, Sarah Noble Intermediate School

Move that the Board of Education appoint **Mr. James Staib, Jr.** as Special Education Teacher at Sarah Noble Intermediate School effective October 20, 2014.

2014-2015 salary - \$83,601 (Step 15F) , pro-rated to start date

Education History:

BA: WCSU

Major: Psychology

MBA: Univ. of New Haven

Major: Business Admin.

Work Experience:

1 yr. Naugatuck HS

13 yrs. Region 1

Replace: C. Parrillo

3. **NON-CERTIFIED STAFF**

a. **RESIGNATIONS**

1. **Mrs. Lynne Sheehan**, Assistant Cook for Food Services, New Milford High School

Move that the Board of Education accept the resignation of **Mrs. Lynne Sheehan** as an Assistant Cook for Food Services at New Milford High School effective September 12, 2014.

Personal Reasons

4. **NON-CERTIFIED STAFF**

b. **APPOINTMENTS**

1. **Mrs. Wendy Hurlburt**, General Worker for Food Services, Sarah Noble Intermediate School

Move that the Board of Education appoint **Mrs. Wendy Hurlburt** as a General Worker for Food Services at Sarah Noble Intermediate School effective October 15, 2014.

3 hours per day @\$11.22 per hour

2. **Mr. Adam Murphy**, Part-time Lab Assistant, New Milford High School

Move that the Board of Education appoint **Mr. Adam Murphy** as a Part-time Lab Assistant at New Milford High School effective October 15, 2014.

3.8 hours per day for 186 days @\$14 per hour

5. **SUBSTITUTES/INTERNS**

a. **APPOINTMENTS**

1. **Mrs. Megan Christian**, Substitute Teacher

Move that the Board of Education appoint **Mrs. Megan Christian** as a Substitute Teacher effective October 15, 2014.

Education History:

BS: Penn State

Major: Social Work

2. **Mrs. Cora Dever-Maynard**, Sign Language Interpreter/Tutor

Move that the Board of Education appoint **Mrs. Cora Dever-Maynard** as a Sign Language Interpreter/Tutor effective October 3, 2014.

Education History:

AS: NWCCC

Major: Interpreting for the Deaf

BA: CCSU

Major: Math/Secondary Education

3. **Ms. Veronica (Joanna) Hernandez-Pachon**, Substitute Teacher

Move that the Board of Education appoint **Ms. Veronica (Joanna) Hernandez-Pachon** as a Substitute Teacher effective October 15, 2014.

Education History:
BS: Ithaca College
Major: Sports Media

4. **Mr. Dennis Rovnak**, Substitute Teacher

Move that the Board of Education appoint **Mr. Dennis Rovnak** as a Substitute Teacher effective October 15, 2014.

Education History:
BA: SUNY, New Paltz
Major: Psychology
MA: Univ. of Bridgeport
Major: Education

5. **Ms. Viola Simpson**, Substitute Teacher

Move that the Board of Education appoint **Ms. Viola Simpson** as a Substitute Teacher effective October 15, 2014.

Education History:
BA: Clemson University
Major: Economics
MA: Clemson University
Major: Economics

6. **ADULT EDUCATION STAFF**

a. **APPOINTMENTS**

1. **None currently**

7. **ADULT EDUCATION STAFF**

b. **RESIGNATIONS**

1. **None currently**

8. **BAND STAFF**

a. **RESIGNATIONS**

1. **None currently**

9. **BAND STAFF**

b. **APPOINTMENTS**

1. **None currently**

10. **COACHING STAFF**

a. **RESIGNATIONS**

1. **Mr. Dan Moore**, Boys' Head Ice Hockey Coach, New Milford High School

Move that the Board of Education accept the resignation of **Mr. Dan Moore** as Boys' Head Ice Hockey Coach at New Milford High School effective September 22, 2014.

Personal Reasons

11. COACHING STAFF

b. APPOINTMENTS

- | | |
|--|-----------------------------------|
| <p>1. Ms. Tricia Blood, Girls' Interscholastic Basketball Coach, Schaghticoke Middle School <u>Move</u> that the Board of Education appoint Ms. Tricia Blood as Girls' Interscholastic Basketball Coach at Schaghticoke Middle School effective October 15, 2014.</p> | <p>2014-2015 stipend: \$1,895</p> |
| <p>2. Ms. Tricia Blood, Girls' Intramural Basketball Coach, Schaghticoke Middle School <u>Move</u> that the Board of Education appoint Ms. Tricia Blood as Girls' Intramural Basketball Coach at Schaghticoke Middle School effective October 15, 2014.</p> | <p>2014-2015 stipend: \$947</p> |
| <p>3. Mr. Rob Hibbard, Boys' Intramural Basketball Coach, Schaghticoke Middle School <u>Move</u> that the Board of Education appoint Mr. Rob Hibbard as Boys' Intramural Basketball Coach at Schaghticoke Middle School effective November 17, 2014.</p> | <p>2014-2015 stipend: \$947</p> |
| <p>4. Ms. Nicole Madorran, Girls' Varsity Lacrosse Coach, New Milford High School <u>Move</u> that the Board of Education appoint Ms. Nicole Madorran as Girls' Varsity Lacrosse Coach at New Milford High School effective October 15, 2014.</p> | <p>2014-2015 stipend: \$4,626</p> |
| <p>5. Mr. Peter Martinez, Volunteer Football Coach, New Milford High School <u>Move</u> that the Board of Education appoint Mr. Peter Martinez as Volunteer Football Coach at New Milford High School effective October 15, 2014.</p> | <p>Volunteer</p> |
| <p>6. Mr. David Mumma, Boys' Interscholastic Basketball Coach, Schaghticoke Middle School <u>Move</u> that the Board of Education appoint Mr. David Mumma as Boys' Interscholastic Basketball Coach at Schaghticoke Middle School effective November 17, 2014.</p> | <p>2014-2015 stipend: \$1,895</p> |

12. LEAVES OF ABSENCE

1. **None currently**

NEW MILFORD PUBLIC SCHOOLS
PURCHASE RESOLUTION D-668 (September)
BOE MEETING DATE: 10/7/14
2014-2015

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

| <u>PO #</u> | <u>VENDOR/DESCRIPTION</u> | <u>AMOUNT</u> | <u>ACCOUNT #</u> |
|-------------|--|---------------|---|
| 57143 | Printworks - handbooks | \$6,287.25 | 04-550-1128 06-550-2410 03-550-2410 02-550-2410 01-550-2410 |
| 57248 | CT Junior Republic – tuition | \$43,600.00 | 12-563-6130 |
| 57254 | Hat City Paper Co. – supplies | \$10,000.00 | 14-613-2610 |
| 57258 | M D Stetson – custodial chemicals | \$20,290.63 | 14-613-2610 |
| 57259 | Dumouchel Paper Co. – custodial supplies/repairs | \$5,300.00 | 14-613-2610 14-432-2610 |
| 57365 | Boys & Girls Village Inc. – tuition | \$32,715.00 | 12-563-6130 |
| 57366 | Regional School Dist. #10 – tuition | \$29,229.94 | 12-561-6110 |
| 57378 | Northwest Evaluation Assn. – renewal for web based measures of academic progress | \$32,430.00 | 10-611-1130 10-339-2211 |
| 57379 | Dell Marketing-Computers | \$7,701.99 | 15-339-2840 |
| 57385 | Pearson Education – Algebra 2 Books | \$28,292.46 | 05-641-1108 |

FUND 001 000

| Prog | Description | Approved | Adjusted | Expended | Encumbered | Balance | Pct. Used |
|------|---------------------------------|--------------|--------------|------------|--------------|--------------|-----------|
| 1101 | KINDERGARTEN | 938,713.00 | 938,713.00 | 113,946.13 | 821,770.76 | 2,996.11 | 99.7 % |
| 1102 | NON DEPT INSTRUCTION | 6,492,564.00 | 6,471,714.00 | 744,601.73 | 5,343,153.52 | 383,958.75 | 94.1 % |
| 1103 | BUSINESS EDUCATION | 327,399.00 | 327,399.00 | 43,836.91 | 274,894.09 | 8,668.00 | 97.4 % |
| 1104 | ENGLISH/LANGUAGE ARTS | 1,969,362.00 | 1,969,362.00 | 285,857.36 | 1,666,145.07 | 17,359.57 | 99.1 % |
| 1105 | WORLD LANGUAGE | 966,578.00 | 966,578.00 | 132,185.54 | 828,493.31 | 5,899.15 | 99.4 % |
| 1106 | HOME ECONOMICS | 92,399.00 | 92,399.00 | 12,672.78 | 78,682.99 | 1,043.23 | 98.9 % |
| 1107 | INDUSTRIAL ARTS | 246,414.00 | 246,414.00 | 28,918.11 | 198,676.89 | 18,819.00 | 92.4 % |
| 1108 | MATHEMATICS | 1,833,740.00 | 1,833,120.20 | 265,765.96 | 1,421,188.83 | 146,165.41 | 92.0 % |
| 1109 | MUSIC | 906,654.00 | 906,654.00 | 136,009.18 | 751,965.48 | 18,679.34 | 97.9 % |
| 1110 | PHYSICAL EDUCATION | 957,390.00 | 957,390.00 | 117,613.81 | 838,472.29 | 1,303.90 | 99.9 % |
| 1111 | SCIENCE | 1,690,090.00 | 1,689,490.00 | 226,701.87 | 1,428,409.33 | 34,378.80 | 98.0 % |
| 1112 | SOCIAL STUDIES | 1,439,609.00 | 1,440,209.00 | 196,598.17 | 1,213,311.38 | 30,299.45 | 97.9 % |
| 1113 | PATIENT CARE TECHNOLOGY | 18,769.00 | 18,769.00 | 2,050.80 | 15,039.20 | 1,679.00 | 91.1 % |
| 1116 | HEALTH AND SAFETY | 313,666.00 | 313,666.00 | 38,824.00 | 275,643.22 | 801.22- | 100.3 % |
| 1118 | CAREER EDUCATION | 18,010.00 | 18,010.00 | 1,270.05 | 9,313.75 | 7,426.20 | 58.8 % |
| 1119 | COMPUTER EDUCATION | 439,897.00 | 439,897.00 | 74,820.11 | 334,401.10 | 30,675.79 | 93.0 % |
| 1121 | REMEDIAL READING | 831,879.00 | 831,879.00 | 103,894.19 | 718,118.03 | 9,866.78 | 98.8 % |
| 1123 | ENGLISH LANGUAGE LEARNERS | 161,419.00 | 182,269.00 | 21,798.60 | 160,520.67 | 50.27- | 100.0 % |
| 1124 | DISTRIBUTIVE EDUCATION | 60,762.00 | 60,762.00 | 7,291.44 | 53,470.56 | .00 | 100.0 % |
| 1127 | ART | 736,225.00 | 736,225.00 | 94,311.34 | 620,846.01 | 21,067.65 | 97.1 % |
| 1128 | GENERAL INSTRUCT SUPPLIES | 342,574.00 | 343,193.80 | 95,339.13 | 66,764.60 | 181,090.07 | 47.2 % |
| 1129 | SUBSTITUTE TEACHERS | 581,809.00 | 581,809.00 | 27,149.15 | .00 | 554,659.85 | 4.7 % |
| 1130 | INSTRUCTIONAL TESTING | 130,535.00 | 130,535.00 | 23,702.48 | 108,791.28 | 1,958.76- | 101.5 % |
| 1131 | NON DEPT INSTRUCT GR 6-12 | 74,020.00 | 74,020.00 | 4,119.06 | 11,750.00 | 58,158.94 | 21.4 % |
| 1210 | GIFTED TALENTED/ENRICHMNT | 116,520.00 | 116,520.00 | 14,922.04 | 93,417.76 | 8,180.20 | 93.0 % |
| 1211 | EXCEL-EXPER. CTR EARLY LEARN | 453,821.00 | 453,821.00 | 133,640.09 | 428,154.99 | 107,974.08- | 123.8 % |
| 1212 | SPECIAL ED-NON CATEGORICL | 5,330,133.00 | 5,331,133.00 | 523,562.52 | 4,528,973.05 | 278,597.43 | 94.8 % |
| 1215 | TRANSITION 18-21 PROGRAM (LHTC) | 172,038.00 | 172,038.00 | 10,335.90 | 167,712.45 | 6,010.35- | 103.5 % |
| 1270 | TUTORIAL | 174,062.00 | 174,062.00 | 7,175.32 | .00 | 166,886.68 | 4.1 % |
| 1271 | HOMEBOUND INSTRUCTION | 70,599.00 | 70,599.00 | 6,130.49 | .00 | 64,468.51 | 8.7 % |
| 1290 | OTHER SPECIAL EDUCATION | 313,165.00 | 313,165.00 | 68,340.45 | 232,024.20 | 12,800.35 | 95.9 % |
| 1291 | SPEC ED PARA SUBSTITUTES | 133,189.00 | 133,189.00 | 6,676.60 | .00 | 126,512.40 | 5.0 % |
| 1310 | ADULT ED-BASIC PROGRAM | 101,268.00 | 101,268.00 | 4,326.24 | .00 | 96,941.76 | 4.3 % |
| 1311 | ADULT ED-HIGH SCHL EQUIV | 3,672.00 | 3,672.00 | .00 | .00 | 3,672.00 | .0 % |
| 1410 | SUMMER SCHOOL-REMEDIAL | 44,062.00 | 44,062.00 | 875.00 | .00 | 43,187.00 | 2.0 % |
| 2113 | SOCIAL WORK SERVICES | 329,504.00 | 329,504.00 | 40,901.28 | 282,809.31 | 5,793.41 | 98.2 % |
| 2120 | GUIDANCE SERVICES | 995,826.00 | 995,826.00 | 126,020.01 | 838,306.91 | 31,499.08 | 96.8 % |
| 2130 | HEALTH SERVICES | 999,748.00 | 999,748.00 | 6,812.17 | 806,792.20 | 186,143.63 | 81.4 % |
| 2140 | PSYCHOLOGICAL SERVICES | 439,956.00 | 439,956.00 | 56,419.12 | 321,877.88 | 61,659.00 | 86.0 % |
| 2150 | SPEECH AND HEARING | 686,356.00 | 686,356.00 | 92,961.51 | 588,314.40 | 5,080.09 | 99.3 % |
| 2211 | STAFF DEVELOPMENT & TRAIN | 119,735.00 | 119,735.00 | 21,609.59 | 21,594.18 | 76,531.23 | 36.1 % |
| 2212 | CURRICULUM DEVELOPMENT | 176,954.00 | 176,954.00 | 31,543.94 | 134,845.82 | 10,564.24 | 94.0 % |
| 2222 | LIBRARY SERVICES | 672,019.00 | 672,019.00 | 79,590.69 | 497,222.23 | 95,206.08 | 85.8 % |
| 2223 | AUDIO-VISUAL SERVICES | 19,373.00 | 19,373.00 | 2,594.00 | .00 | 16,779.00 | 13.4 % |
| 2224 | EDUCATIONAL TELEVISION | 1,200.00 | 1,200.00 | .00 | .00 | 1,200.00 | .0 % |
| 2310 | BOARD OF EDUCATION | 215,990.00 | 215,990.00 | 153,375.07 | .00 | 62,614.93 | 71.0 % |
| 2320 | CENTRAL ADMINISTRATION | 358,758.00 | 358,758.00 | 81,059.03 | 257,508.94 | 20,190.03 | 94.4 % |
| 2410 | OFFICE OF THE PRINCIPAL | 2,869,609.00 | 2,869,609.00 | 546,066.96 | 1,856,663.77 | 466,878.27 | 83.7 % |
| 2490 | OTHER SCHOOL ADMINISTRATN | 88,442.00 | 88,442.00 | 20,653.33 | 19,163.97 | 48,624.70 | 45.0 % |
| 2510 | FISCAL SERVICES | 539,242.00 | 539,242.00 | 145,747.10 | 318,334.50 | 75,160.40 | 86.1 % |
| 2590 | OTHER BUSINESS SUPPORT SERV | 533,640.00 | 533,640.00 | 355,086.61 | .00 | 178,553.39 | 66.5 % |
| 2591 | MISC DISTRICT SUPPORT | 72,500.00- | 72,500.00- | .00 | .00 | 72,500.00- | .0 % |
| 2610 | CUSTODIAL & HOUSEKEEPING | 2,244,515.00 | 2,244,515.00 | 541,513.39 | 180,681.14 | 1,522,320.47 | 32.2 % |

FUND 001 000 GENERAL FUND

| Prog | Description | Approved | Adjusted | Expended | Encumbered | Balance | Pct. Used |
|-------------------|-------------------------------------|---------------|---------------|---------------|---------------|---------------|-----------|
| 2620 | MAINTENANCE & REPAIR | 3,060,900.00 | 3,060,900.00 | 539,209.48 | 1,733,601.18 | 788,089.34 | 74.3 % |
| 2630 | BUILDING USE ADMINISTRATION | 39,896.00- | 39,896.00- | 300.00 | 1,500.00 | 41,696.00- | 4.5-% |
| 2660 | SECURITY | 180,407.00 | 180,407.00 | 13,608.01 | 184,868.99 | 10,070.00- | 110.0 % |
| 2710 | TRANSPORTATION | 4,463,662.00 | 4,462,662.00 | 595,424.75 | 3,988,011.34 | 120,774.09- | 102.7 % |
| 2790 | NON-REIMBURSABLE TRANSPRT | 1,024.00 | 1,024.00 | 717.78 | .00 | 306.22 | 70.1 % |
| 2810 | PLANNING & EVALUATION | 41,903.00 | 41,903.00 | 250.00 | 11,525.00 | 30,128.00 | 28.1 % |
| 2820 | COMMUNICATION & COMM/STAFF RELATION | 22,645.00 | 22,645.00 | 1,854.94 | 13,159.66 | 7,630.40 | 66.3 % |
| 2830 | RECRUITING/PERSONNEL SERV | 192,829.00 | 192,829.00 | 53,547.47 | 124,305.16 | 14,976.37 | 92.2 % |
| 2840 | TECHNOLOGY | 269,012.00 | 269,012.00 | 81,196.35 | 188,862.26 | 1,046.61- | 100.4 % |
| 2910 | SOCIAL SECURITY | 598,209.00 | 598,209.00 | 96,781.07 | .00 | 501,427.93 | 16.2 % |
| 2920 | MEDICARE | 480,924.00 | 480,924.00 | 68,206.40 | .00 | 412,717.60 | 14.2 % |
| 2930 | LIFE INSURANCE | 95,860.00 | 95,860.00 | 22,431.81 | 73,420.19 | .00 | 100.0 % |
| 2940 | DISABILITY INSURANCE | 77,599.00 | 77,599.00 | 18,010.54 | 59,588.46 | .00 | 100.0 % |
| 2950 | MEDICAL INSURANCE | 6,966,641.00 | 6,966,641.00 | 1,741,665.00 | .00 | 5,224,976.00 | 25.0 % |
| 2960 | UNEMPLOYMENT INSURANCE | 101,827.00 | 101,827.00 | 4,449.50 | 97,377.00 | .50 | 100.0 % |
| 2970 | OTHER BENEFITS | 967,310.00 | 967,310.00 | 628,506.00 | 313,670.00 | 25,134.00 | 97.4 % |
| 2980 | PENSION-NON CERTIFIED EMPLOYEES | 703,419.00 | 703,419.00 | 703,419.00 | .00 | .00 | 100.0 % |
| 3210 | INTERSCHOLASTIC SPORTS | 666,876.00 | 666,876.00 | 113,729.32 | 305,267.05 | 247,879.63 | 62.8 % |
| 3211 | INTRAMURAL SPORTS | 20,524.00 | 20,524.00 | .00 | .00 | 20,524.00 | .0 % |
| 3212 | OTHER STUDENT ACTIVITIES | 206,641.00 | 206,641.00 | 4,088.80 | 6,753.84 | 195,798.36 | 5.2 % |
| 6110 | TUITION-CONN PUB SCHL DIS | 630,778.00 | 630,778.00 | 85,905.42 | 580,690.60 | 35,818.10- | 105.7 % |
| 6130 | TUITION-NON PUBLIC SCHL | 1,238,193.00 | 1,238,193.00 | 248,258.84 | 1,334,952.95 | 345,018.79- | 127.9 % |
| 7001 | CAPITAL-FACILITIES | 116,250.00 | 116,250.00 | 66,108.71 | 14,297.82 | 35,843.47 | 69.2 % |
| 7002 | CAPITAL-TECHNOLOGY | 195,710.00 | 195,710.00 | 28,800.00 | 52,606.75 | 114,303.25 | 41.6 % |
| 7003 | CAPITAL-OTHER | 1,150.00 | 1,150.00 | .00 | .00 | 1,150.00 | .0 % |
| ** FINAL TOTAL ** | | 60,961,778.00 | | 10,993,685.54 | | 12,069,406.07 | |
| | | | 60,961,778.00 | | 37,898,686.39 | | 80.2 % |
| ** FINAL TOTAL ** | | 59,634,148.00 | | 10,650,505.58 | | 11,299,004.06 | |

FUND 001 000 GENERAL FUND

| Obj. | Description | Approved | Adjusted | Expended | Encumbered | Balance | Pct. Used |
|------|----------------------------------|---------------|---------------|--------------|---------------|--------------|-----------|
| 111 | SALARY-CERTIFIED | 28,211,805.00 | 28,211,805.00 | 3,652,995.86 | 23,264,718.65 | 1,294,090.49 | 95.4 % |
| 112 | SALARY-NON-CERTIFIED | 8,911,696.00 | 8,911,696.00 | 1,350,471.42 | 3,814,243.19 | 3,746,981.39 | 58.0 % |
| 200 | EMPLOYEE BENEFITS | 9,989,237.00 | 9,989,237.00 | 3,280,917.82 | 544,063.65 | 6,164,255.53 | 38.3 % |
| 321 | INSTRUCTIONAL PROGRAMS | 36,951.00 | 39,726.00 | 4,495.80 | 13,947.00 | 21,283.20 | 46.4 % |
| 322 | PROGRAM IMPROVEMENT | 91,609.00 | 91,609.00 | 8,562.57 | 50,466.38 | 24,580.05 | 73.2 % |
| 323 | PUPIL SERV. (COUNSEL, GUID) | 577,548.00 | 577,548.00 | 50,746.70 | 432,853.75 | 93,947.55 | 83.7 % |
| 324 | STAFF SERVICES (TRAINING) | 83,036.00 | 83,036.00 | 9,519.00 | 4,146.18 | 69,370.82 | 16.5 % |
| 331 | AUDIT SERVICES | 30,000.00 | 30,000.00 | 30,000.00 | .00 | .00 | 100.0 % |
| 332 | LEGAL SERVICES | 181,004.00 | 181,004.00 | 127,368.07 | .00 | 53,635.93 | 70.4 % |
| 333 | MEDICAL SERVICES | 28,000.00 | 28,000.00 | 9,000.00 | 17,500.00 | 1,500.00 | 94.6 % |
| 336 | INSURANCE SERVICES | 1,980.00 | 1,980.00 | 641.00 | 1,359.00 | 20.00 | 101.0 % |
| 339 | PURCH. SERVICES-OTHER | 2,143,148.00 | 2,140,373.00 | 236,950.58 | 1,417,852.15 | 485,570.27 | 77.3 % |
| 411 | WATER | 76,944.00 | 76,944.00 | 10,283.62 | 66,660.38 | .00 | 100.0 % |
| 412 | SEWAGE | 23,789.00 | 23,789.00 | 18,752.00 | .00 | 5,037.00 | 78.0 % |
| 413 | FIRE DISTRICT | 1,325.00 | 1,325.00 | .00 | .00 | 1,325.00 | .0 % |
| 421 | GARBAGE AND REFUSE | 81,866.00 | 81,866.00 | 17,597.75 | 64,268.25 | .00 | 100.0 % |
| 431 | INSTRUCT EQUIPMENT REPAIR | 13,145.00 | 13,145.00 | 277.55 | 3,977.45 | 8,890.00 | 32.4 % |
| 432 | NON-INSTRUCT EQUIPMENT REPAIR | 78,895.00 | 78,895.00 | 23,133.76 | 29,326.84 | 26,434.40 | 66.5 % |
| 433 | BUILD & GROUNDS-REPAIR | 333,628.00 | 333,628.00 | 137,270.43 | 107,479.13 | 88,878.44 | 73.4 % |
| 442 | NON-INSTRUCT EQUIPMENT-RENT | 226,758.00 | 227,758.00 | 73,104.58 | 66,548.62 | 88,104.80 | 61.3 % |
| 511 | PUPIL TRANSPORTATION-CONTRACT | 4,571,778.00 | 4,570,778.00 | 587,534.27 | 3,972,175.54 | 11,068.19 | 99.8 % |
| 513 | PUPIL TRANSPORTATION-OTHER | 1,500.00 | 1,500.00 | .00 | .00 | 1,500.00 | .0 % |
| 515 | FIELD TRIPS | 125,450.00 | 125,450.00 | 9,047.74 | 101,752.26 | 14,650.00 | 88.3 % |
| 521 | PROPERTY/LIABILITY INS | 340,000.00 | 340,000.00 | 340,000.00 | .00 | .00 | 100.0 % |
| 523 | MEDICAL INSURANCE-SPORTS PROGRAM | 20,186.00 | 20,186.00 | 16,447.00 | .00 | 3,739.00 | 81.5 % |
| 530 | COMMUNICATIONS | 720.00 | 720.00 | 213.12 | 486.88 | 20.00 | 97.2 % |
| 531 | TELEPHONES | 83,714.00 | 83,714.00 | 18,524.76 | 65,189.24 | .00 | 100.0 % |
| 532 | POSTAGE | 37,748.00 | 37,748.00 | 4,902.63 | 31,833.90 | 1,011.47 | 97.3 % |
| 540 | ADVERTISING EXPENSE | 1,525.00 | 1,525.00 | 721.00 | 150.00 | 654.00 | 57.1 % |
| 550 | PRINTING EXPENSE | 52,305.00 | 52,305.00 | 7,303.00 | 6,382.25 | 38,619.75 | 26.2 % |
| 560 | TUITION EXPENSE | 5,000.00 | 5,000.00 | .00 | .00 | 5,000.00 | .0 % |
| 561 | TUITION-CONN LEA | 700,956.00 | 700,956.00 | 85,905.42 | 580,690.68 | 34,359.90 | 95.1 % |
| 563 | TUITION-PRIVATE FACILITY | 1,737,364.00 | 1,737,364.00 | 248,258.84 | 1,334,952.95 | 154,152.21 | 91.1 % |
| 580 | TRAVEL EXPENSES | 41,412.00 | 41,412.00 | 1,888.33 | 10,621.34 | 28,902.33 | 30.2 % |
| 611 | INSTRUCTIONAL SUPPLIES | 485,682.00 | 506,011.40 | 151,735.56 | 134,554.39 | 219,721.45 | 56.6 % |
| 612 | NON-INSTRUCTIONAL SUPPLIES | 203,659.00 | 202,974.00 | 40,778.35 | 53,261.90 | 108,933.75 | 46.3 % |
| 613 | MAINTENANCE SUPPLIES | 208,520.00 | 208,520.00 | 98,765.88 | 93,037.46 | 15,916.66 | 92.4 % |
| 614 | MAINTENANCE COMPONENTS | 32,825.00 | 32,825.00 | 2,855.45 | 24,844.55 | 5,125.00 | 84.4 % |
| 615 | SUPPLIES/NON-FOOD | 3,320.00 | 3,320.00 | .00 | .00 | 3,320.00 | .0 % |
| 619 | GROUNDKEEPING SUPPLIES | 4,625.00 | 4,625.00 | 1,046.91 | 3,578.09 | .00 | 100.0 % |
| 622 | ELECTRICITY | 911,026.00 | 911,026.00 | 131,227.48 | 759,181.28 | 20,617.24 | 97.7 % |
| 623 | BOTTLED GAS | 1,715.00 | 1,715.00 | 108.80 | 291.20 | 1,315.00 | 23.3 % |
| 624 | OIL | 321,266.00 | 321,266.00 | .00 | 321,266.00 | .00 | 100.0 % |
| 625 | NATURAL GAS | 256,594.00 | 256,594.00 | 17,901.12 | 238,692.88 | .00 | 100.0 % |
| 626 | GASOLINE | 43,930.00 | 43,930.00 | 5,310.61 | 35,619.39 | 3,000.00 | 93.2 % |
| 641 | TEXTS-NEW/NON-CONSUMABLE | 83,711.00 | 83,711.00 | 12,665.35 | 22,772.70 | 48,272.95 | 42.3 % |
| 642 | TEXTS-REP/ADD NON-CONSUMABLE | 51,604.00 | 53,947.00 | 44,262.78 | 2,886.72 | 6,797.50 | 87.4 % |
| 644 | TEXTS-REP/ADD CONSUMABLE | 55,084.00 | 33,055.60 | 22,507.60 | 9,587.57 | 960.43 | 97.1 % |
| 645 | LIBRARY BOOKS | 95,529.00 | 95,995.00 | 3,448.09 | 6,207.25 | 86,339.66 | 10.1 % |
| 646 | WORKBOOKS | 63,129.00 | 62,406.00 | 38,654.58 | 2,109.54 | 21,641.88 | 65.3 % |
| 647 | PERIODICALS | 25,589.00 | 26,255.00 | 5,740.25 | 11,029.10 | 9,485.65 | 63.9 % |
| 720 | BUILDINGS & IMPROVEMENTS | 118,250.00 | 101,250.00 | 57,627.52 | 14,297.82 | 29,324.66 | 71.0 % |
| 731 | INSTRUCTIONAL EQUIPMENT-NEW | 30,143.00 | 30,143.00 | 3,554.40 | 6,855.31 | 19,733.29 | 34.5 % |

GL2041R 10/07/2014
9:49:13
FUND 001 000 GENERAL FUND

New Milford Board of Education
APPROPRIATIONS BY OBJECT REPORT AS OF 9/30/2014

Page 2
USER - JAYH

| Obj. | Description | Approved | Adjusted | Expended | Encumbered | Balance | Pct. Used |
|-------------------|------------------------------------|---------------|---------------|---------------|---------------|---------------|-----------|
| 732 | INSTRUCTIONAL EQUIPMENT-REPLACEMEN | 4,295.00 | 4,295.00 | 1,142.59 | 2,070.71 | 1,073.70 | 75.0 % |
| 733 | NON-INSTRUCTIONAL EQUIPMENT-NEW | 306,877.00 | 307,224.00 | 39,879.72 | 143,305.29 | 124,038.99 | 59.6 % |
| 734 | NON-INSTRUCTION EQUIPMENT-REPLACEM | 16,534.00 | 33,534.00 | 12,360.08 | 392.58 | 20,781.34 | 38.0 % |
| 810 | DUES & FEES | 80,340.00 | 80,625.00 | 54,548.00 | 391.00 | 25,686.00 | 68.1 % |
| 900 | FEE REVENUE | 211,806.00- | 211,886.00- | .00 | .00 | 211,086.00- | .0 % |
| 910 | TUITION REVENUE | 101,910.00- | 101,910.00- | .00 | .00 | 101,910.00- | .0 % |
| 920 | GRANT REVENUE STATE | 873,753.00- | 873,753.00- | .00 | .00 | 873,753.00- | .0 % |
| 960 | MEDICAID REIMBURSEMENT | 35,575.00- | 35,575.00- | 114,897.43- | .00 | 79,322.43 | .0 % |
| 965 | VENDOR REBATE REVENUE | 28,720.00- | 28,720.00- | 372.77- | .00 | 28,347.23- | .0 % |
| 998 | TRANSFER IN | 33,647.00- | 33,647.00- | .00 | .00 | 33,647.00- | .0 % |
| ** FINAL TOTAL ** | | 60,961,778.00 | | 10,993,685.54 | | 12,069,406.07 | |
| | | | 60,961,778.00 | | 37,898,686.39 | | 80.2 % |
| ** FINAL TOTAL ** | | 59,634,148.00 | | 10,650,505.58 | | 11,299,004.06 | |
| 2013-2014 | | | 59,634,148.00 | | 37,684,638.36 | | 81.1 % |

NEW MILFORD PUBLIC SCHOOLS
 BUDGET TRANSFER REQUESTS – RECOMMENDED
 BOE MEETING DATE: 10/7/14
2014-2015

| <u>Transfer #</u> | <u>Description</u> | <u>From:</u> <u>Account#</u> | <u>Amount</u> | <u>To:</u> <u>Account #</u> | <u>Amount</u> |
|-------------------|--------------------|---------------------------------|---------------|--------------------------------|---------------|
| CO 001 | Transportation | 12-511-2710 | \$1,000.00 | 05-442-1212 | \$1,000.00 |
| | | Balance | \$4,988.03* | | |

*Balance as of Transfer Date

| <u>Object</u> | <u>Description</u> | <u>Object</u> | <u>Description</u> |
|---------------|---|---------------|------------------------------------|
| <u>321</u> | <u>Instructional Programs</u> | <u>611</u> | <u>Instructional Supplies</u> |
| <u>339</u> | <u>Purchased Services</u> | <u>612</u> | <u>Non-Instructional Supplies</u> |
| <u>442</u> | <u>Non-Instructional Equipment Rent</u> | <u>731</u> | <u>New Instructional Equipment</u> |
| <u>511</u> | <u>Pupil Transportation</u> | | |
| <u>563</u> | <u>Tuition – Private Facility</u> | | |
| <u>580</u> | <u>Travel Expenses</u> | | |

EXHIBIT B

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

September 9, 2014

Dr. JeanAnn C. Paddyfote
Superintendent
50 East Street
New Milford, CT 06776

Dear Dr. Paddyfote:

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

Sarah Noble Intermediate School

\$6,621.00 for High Touch High Tech Schedule Programs: two workshops (Vibes and Power of Light) for all Fourth Grade Students.

Sincerely,
Jennifer Cahalan
TW PTO Secretary



NMHS Band Parents
New Milford High School
Band and Color Guard
New Milford, CT 06776
www.nmhsbandparents.org

2014-2015 Officers

President – Jennifer Carroll
VP – Cynthia Nabozny
Secretary – Jennifer Greene
Treasurer – Frank Magnante

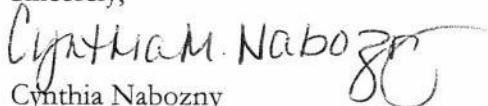
New Milford Board of Education
50 East Street
New Milford, CT 06776

October 5, 2014

Dear Chairman and Board Members:

The New Milford High School Band Parents Organization (NMBPO) is making a donation in the amount of \$10,377.00 (Ten Thousand Three Hundred Seventy Seven) to the New Milford Board of Education. This amount is to be used for the sole purpose of paying the stipends of the Winter Percussion Staff.

Sincerely,



Cynthia Nabozny

Vice President

New Milford Band Parents' Organization

nmhsbpo.vpresident@gmail.com



NEW MILFORD HIGH SCHOOL

388 Danbury Road, New Milford, CT 06776

(860) 350-6647

Fax (860) 210-2256

www.nmhs.newmilfordps.org

Greg P. Shugrue, *Principal*
Elizabeth Curtis, *Assistant Principal*
Tracy-Ann Menzies, *Supervisor of Special Education*

Marc Balanda, *Assistant Principal*
Christopher Longo, Ed.D., *Assistant Principal*
Keith Lipinsky, *Athletic Director*

October 2014

Dear Dr. Paddyfote:

Work

This is a formal request as required by the Guidelines for Extra-Curricular Activities that were revised in May 12, 2007. This request falls into the category of adding additional extracurricular stipends for the 2014/15 school year. The five requests are for the winter percussion program. Listed below are the titles of each position and the recommended stipend as outlined by the 2007 Stipend Committee Report.

Achieve

Winter Percussion Director - \$3749
Winter Percussion Assistant - \$1895
Winter Percussion Pit Instructor - \$1419
Winter Percussion Visual Caption Head - \$1895
Winter Percussion Visual Tech - \$1419

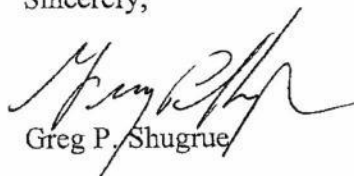
Value

Financial breakdown/obligation:

Empower

The Band Parent organization has generously donated \$10,377 to cover the cost of the stipends.

Sincerely,



Greg P. Shugrue

New Milford 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.

Goldring Family Foundation

October 6, 2014

Ms. Erin Lucia
New Milford High School
388 Danbury Road
New Milford, CT 06776

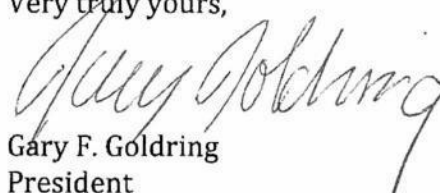
Dear Ms. Lucia:

I am writing in response to your Grant Request Letter dated October 6, 2014. In that letter you have requested a grant of \$28,617 to be used to purchase certain equipment for the Project Lead the Way program at New Milford High School and a grant of \$20,000 to fund the Village Green Scholarship program administered by the High School.

This is to advise you that both grants are approved and funds will be disbursed this week to cover the total cost of the grants.

Thank you for taking the lead on these important projects on behalf of the students of New Milford High School.

Very truly yours,



Gary F. Goldring
President



NEW MILFORD HIGH SCHOOL

388 Danbury Road, New Milford, CT 06776

(860) 350-6647

Fax (860) 210-2256

www.newmilfordps.org/sub-site/nhs/

Greg P. Shugrue, Principal
Elizabeth Conis, Assistant Principal
Tracy-Ann Mezzies, Supervisor of Special Education

Marc Balanda, Assistant Principal
Christopher Longo, Ed.D., Assistant Principal
Keith Lipinski, Athletic Director

PLTW Enhancements 2014/2015

Goldring Family Foundation

High School Engineering - Grant purchase requests

Courses for 2014-2015

IED = Introduction to Engineering

POE = Principles of Engineering

DE = Digital Electronics

CEA = Civil Engineering and Architecture

ALL = These are core supplies for all current and future classes

PLTW = Project Lead the Way

Please refer to the Appendix attached for complete equipment descriptions and uses.

| Quantity | Equipment | Supplier | Course | Cost/unit | Total Cost |
|----------|--|------------------------------|--------|-------------|-------------|
| 1 | PLTW myDAQ Digital MiniSystem (10 pk) | PLTW | DE | \$ 3,290.00 | \$ 3,290.00 |
| 1 | Portable Digital IC Tester | Electronix Express | DE | \$ 295.00 | \$ 295.00 |
| 3 | Auto Level, Nikon #AX2S, 20X magnification | Costal Instrument and Supply | CEA | \$ 249.00 | \$ 747.00 |
| 1 | Epilog Zing 24 Laser Engraver - 30 watt | epilog | ALL | \$10,744.00 | \$10,744.00 |
| 1 | compressor for engraver | epilog | ALL | \$300.00 | \$300.00 |
| 1 | rotary cutting tool | epilog | ALL | \$1,000.00 | \$1,000.00 |
| 1 | Bofa Base Z fume extraction | bofa | ALL | 2000 | \$2,457.00 |
| 15 | workforce scanners refurbished | Epson | ALL | \$ 119.00 | \$ 1,785.00 |
| 1 | Laptop to designate to 3D scanner and 3D printer/laser cutter. Specs: 8 GB RAM; 1 GB graphics; 2.8 GHz quad core; 64 Bit | Dell | ALL | \$ 1,500.00 | \$ 1,500.00 |
| 1 | Makerbot - replicator Z18 3D printer | Makerbot | ALL | 6499 | \$ 6,499.00 |

Total \$ 28,617.00

New Milford Mission Statement

The mission of the New Milford Public Schools is a collaborative partnership of students, educators, family, and community to prepare each and every student to compete and excel in an ever-changing world, embrace change, develop leadership skills, 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.

NEW MILFORD PUBLIC SCHOOLS
Office of the Assistant Superintendent
50 East Street
New Milford, Connecticut 06776
(860) 354-3235 FAX (860) 210-2643



Joshua Smith
Assistant Superintendent of Schools

TO: Dr. JeanAnn C. Paddyfote
FROM: Joshua Smith
DATE: October 1, 2014
RE: 2014-2015 Grants

The grants listed below will be used to supplement district funds and not to supplant them. It breaks down as follows:

- **District Consolidated Grant**

Title I – (\$271,601) *Improving Basic Programs Operated by Local Educational Agencies.*
Last year we received \$210,635. This money is used for a literacy and math coach, assessment and data collection materials, and for student support services at our Title I schools.

Title II – (\$66,221) *Teacher and Principal Training and Recruiting.*

Last year we received \$66,179. This money is used for professional development for our certified staff.

- **Title III – (\$19,810) *English Language Acquisition and Language Enhancement.***

Last year we received \$19,009. This money is used for an ELL instructional tutor.




NEW MILFORD PUBLIC SCHOOLS

Fiscal Services and Operations

50 East Street

New Milford, Connecticut 06776

(860) 354-8726 FAX (860) 355-4966

TO: JeanAnn Paddyfote
FROM: Jay Hubelbank 
Re: Cafeteria Plan Changes
Date: October 1, 2014

For a number of years the District has offered a Section 125 Cafeteria Plan for employees, at no cost to the District. This plan allows, under IRS regulations, employees to deduct up to \$2,500.00 in pretax dollars from their annual pay to cover the costs of medical expenses not covered by our health or dental plans. Currently only 21 staff members take advantage of the plan.

I have reviewed the plan and I believe there are a number of changes we could make so that the plan would be more attractive to employees. Based on my review, I am recommending the Board approve the following changes to the approved Cafeteria Plan currently offered to staff:

1. Allow up to \$500.00 of unspent funds to be carried over into the next year.
2. Institute a debit card for approved medical purchases.
3. Implement a direct deposit option for reimbursement of approved expenses.

If you have any questions, or need any additional information, please let me know.



NEW MILFORD PUBLIC SCHOOLS

Fiscal Services and Operations

50 East Street

New Milford, Connecticut 06776

(860) 354-8726 FAX (860) 355-4966

TO: JeanAnn Paddyfote
FROM: Jay Hubelbank *JH*
Re: Medical Advisor
Date: October 1, 2014

Board Policy 5141 requires the Board of Education to appoint a School District Medical Advisor. With the recent changes to medical practices in New Milford, I felt it was prudent to contact the various pediatricians in New Milford to identify who would be interested in performing the role of School Medical Advisor.

I contacted all pediatricians and I am pleased to recommend that the Board approve Dr. Evan R. Hack to the position of School Medical Advisor. Dr. Hack has been performing this role for the district on an ad-hoc basis for a number of years and has been an asset to the staff. The estimated cost for this service is \$5,000.00 per year.



NEW MILFORD PUBLIC SCHOOLS

Fiscal Services and Operations

50 East Street

New Milford, Connecticut 06776

(860) 354-8726 FAX (860) 355-4966

TO: JeanAnn Paddyfote
FROM: Jay Hubelbank
Re: School Security and Safety Plans
Date: October 1, 2014

I have completed the initial School Security and Safety Plans for each school as required by the State of Connecticut under Public Act 13-3. In order to complete the plans we have taken the following actions:

- Established a School Security and Safety Committee for each of our schools.
- Consulted with local town officials involved in security and safety for the town.
- Developed individual plans for each school which address an all hazard approach to school security and safety.

The law requires the approval of each plan by the Board of Education and a sign off by the following local officials:

Superintendent of Schools
Board of Education Chair
School Principal
Town Emergency Management Director
Fire Chief
Police Chief
Local Emergency Medical Services Director
Local Fire Marshal
Local Public Health Director

Following the initial completion of the plans each Committee will be involved in the following actions:

- Revise the pocket guide to emergencies to address individual staff needs.
- Update emergency packets for each classroom.
- Arrange for staff training.
- Monitor practice drills.
- Communicate plans with parents.

Copies of each plan are available in my office for review. If you have any questions, please let me know.

NEW MILFORD SCHOOL SECURITY AND SAFETY PLAN
SCHOOL BASED COMMITTEES AND POSITIONS

| Position | NES | JPS | HPS | SNIS | SMS | NMHS |
|------------------------------|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| District Emergency Coord. | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank |
| Principal at School | Susan Murray | Paula Kelleher | Len Tomasello | Anne Belko | Dana Ford | Greg Shugrue |
| Teacher at School | Valerie Nezvesky | Virginia Mooney | Joy Marino | Diane Johnson | Jen Morris | Mary Ann Furfaro |
| Mental Health Professional | Lynn Nissenbaum | Jody Altenhof | Adam Cuillo | Alicia Getz | Pam Mickewich | Julie Morin |
| Local Police Officer | Gurdeep Syan | Nick Smith | Ronnie Youg | Nick Smith | Gurdeep Syan | Ronnie Young |
| Local First Responder | Kathy Healey | Kathy Healey | Kathy Healey | Kathy Healey | Kathy Healey | Kathy Healey |
| Parent | Claire Thingvold | Debra Neeb | Chris Bruzzi | Michele Marano | Olga Rella | Larry Ash |
| Custodian/Maintenance | Gordon Ploof | Alan Smith | Stewart Day | Eva Toth | Mike Tremmel | Henry Marshall |
| Nurse | Patricia Farquanhanson | Mary Orcutt | Cindy Gallagher | Dawn Arnold | Jane Harrison | Lynn Holmes |
| Sub Committees | | | | | | |
| Facility Evacuation | Susan Murray | Paula Kelleher | Len Tomasello | Anne Belko | Dana Ford | Greg Shugrue |
| First Aide | Patricia Farquanhanson | Mary Orcutt | Cindy Gallagher | Dawn Arnold | Jane Harrison | Lynn Holmes |
| Search and Rescue | Gurdeep Syan | Nick Smith | Ronnie Youg | Nick Smith | Gurdeep Syan | Ronnie Young |
| Utility Shut off | Gordon Ploof | Alan Smith | Stewart Day | Eva Toth | Mike Tremmel | Henry Marshall |
| Damage Assessment | John Calhoun | John Calhoun | John Calhoun | John Calhoun | John Calhoun | John Calhoun |
| Student/Parent Reunification | Jennifer Chmielewski | Jennifer Hankla | Jennifer Hankla | Jennifer Meyers | Suzy Greene | Marc Belanda |
| Student supervision | Jennifer Chmielewski | Jennifer Hankla | Jennifer Hankla | Jennifer Meyers | Suzy Greene | Marc Belanda |
| Support and Security | Gurdeep Syan | Nick Smith | Ronnie Youg | Nick Smith | Gurdeep Syan | Ronnie Young |
| Appointed Positions | | | | | | |
| Incident Commander | Susan Murray | Paula Kelleher | Len Tomasello | Anne Belko | Dana Ford | Greg Shugrue |
| Safety Officer | Gurdeep Syan | Nick Smith | Ronnie Youg | Nick Smith | Gurdeep Syan | Ronnie Young |
| Public Information Officer | JeanAnn Paddyfote | JeanAnn Paddyfote | JeanAnn Paddyfote | JeanAnn Paddyfote | JeanAnn Paddyfote | JeanAnn Paddyfote |
| Liaison Officer | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank |
| Mental Health Officer | Laura Olson | Laura Olson | Laura Olson | Laura Olson | Laura Olson | Laura Olson |
| Operations Section Officer | Jennifer Chmielewski | Jennifer Hankla | Jennifer Hankla | Jennifer Meyers | Suzy Greene | Marc Belanda |
| Planning Section Officer | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank |
| Logistics Section Officer | John Calhoun | John Calhoun | John Calhoun | John Calhoun | John Calhoun | John Calhoun |
| Finance/Admin Section Chief | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank | Jay Hubelbank |

School Security and Safety Plan

1

School Security and Safety Plan

- State Requirement
- District Plan – School Plan
- Coordination with town's emergency plan
- Requires sign off from town officials
- Using many parts of our District Plan

2

School Security and Safety Plan

Key changes to current plans

- Requires use of National Incident Management System (NIMS)
- Individual School Committees
- Hazard assessment for each school
- Change in vocabulary
- Training for all staff

3

School Security and Safety Plan

School Security and Safety Committee

- Required Membership
 - Principal, teacher, nurse, custodian, police officer, parent, mental health worker, first responder
- Role of Committee
 - Participate in development of plan
 - Recommend training for staff
 - Provide information to staff and community
- Provide support for the following tasks:
 - Facility evacuation
 - First Aide
 - Search and rescue
 - Utility shut off
 - Damage assessment
 - Student/Parent Reunification
 - Student Supervision
 - Support and Security

4

School Security and Safety Plan

Vocabulary Changes

- Use Plain language to explain an emergency
- Do not use Code "Blue"

5

School Security and Safety Plan

Training Requirements

- All Staff presentation
- NIMS Training Course(s)
- 10 Practice Drills per year
 - 7 Fire Drills
 - 3 Other drills
 - Town Emergency groups involved

6

School Security and Safety Plans

Next Steps

- Submit draft to State
- Submit to Board of Education - October
- Town Officials – sign off - October

7

School Security and Safety Plan

Next Steps Following Submission

- Revise Emergency Response Manual (Pocket Guide) – Central Office
- Prepare and distribute classroom Emergency Packets - SSSC
- Train all staff - Staff meeting in October – Jay
– NIMS Training?
- Arrange training for Committee – On-going
- Monitor practice drills – On-going - CO and SSSC
- Distribute letters to Volunteers, Subs, etc.

8

Memorandum from the Department of Human Resources

To: Dr. JeanAnn Paddyfote

Cc: Mr. Greg Shugrue

From: Ellamae Baldelli



Date: October 1, 2014

Re: Request for Substitution of an Activity per Stipend Committee Report

I have reviewed the request by Mr. Shugrue to substitute a new activity for a Math Honor Society. This activity will replace the Mock Trial activity and an intramural sport (Archery).

Using the rubric from the Stipend Committee Report, Mr. Shugrue is recommending that the stipend for this new activity will be \$ 1419.00.

Attached is Mr. Shugrue's explanation of his request. His memo has addressed all the criteria required in the Stipend Committee Report in order to make this request.

I would like to recommend that this request be brought to the Operations Sub-Committee for recommendation for approval at the regular Board of Education meeting on October 14, 2014.

If you have any questions, please do not hesitate to contact me.



NEW MILFORD HIGH SCHOOL

388 Danbury Road, New Milford, CT 06776
(860) 350-6647 Fax (860) 210-2256
www.newmilfordps.org/subsite/nhs/

Greg P. Shugrue, *Principal*
Elizabeth Curtis, *Assistant Principal*
Tracy-Ann Menzies, *Supervisor of Special Education*

Marc Balanda, *Assistant Principal*
Christopher Longo, Ed.D., *Assistant Principal*
Keith Lipinsky, *Athletic Director*

September 2014

Dear Dr. Paddyfote:

Request:

This is a formal request as required per the Stipend Committee Report and follows the Guidelines for Extra-Curricular Activities that were revised in May 12, 2007. This request falls into the category of adding an additional extracurricular activity. I would like to add an advisor in the fall of 2014 for the Math Honor Society. This club, like other clubs, was a club that started in our club and activity period. It is due to its growing popularity and enrollment that I feel a stipend is warranted starting in the fall of 2014.

What is Math Honor Society?

Mu Alpha Theta is an organization whose purpose is to stimulate interest in mathematics by providing public recognition of superior mathematical scholarship and by promoting various mathematical activities. It is co-sponsored by the Mathematical Association of America, the National Council of Teachers of Mathematics, the Society for Industrial and Applied Mathematics, and the American Mathematical Association of Two-Year Colleges.

Rationale for request:

New Milford High School currently has a National Honor Society, French Honor Society, German Honor Society, and Spanish Honor Society. Membership into the Math Honor Society promotes scholarship in, and enjoyment and understanding of, mathematics among New Milford High School students as well as bolsters a student's academic resume. Members are eligible for scholarships, awards, and grants. Active chapters and their sponsors are also eligible for awards and grants. This would be another opportunity for students to earn recognition for academic successes.

Financial breakdown/obligation:

I propose that there be a stipend created to support this academic honor society in the amount of \$1,419. There are available funds in the extra-curricular stipend account 3212 -112-05 from unused funds allocated for Mock Trial and Intramurals.

Sincerely,

Greg P. Shugrue

New Milford 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.

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| Superintendent Goals, Strategies and Implementation Steps with years | 2015 | 2016 | 2017 |
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| Goal # 1: Improve Teacher and Leader Quality | | | |
| 1. Design and implement a comprehensive system to improve teacher and principal effectiveness. | | | |
| Implementation Step 1: Identify teachers and administrators who have high rates of student achievement and success. | X | X | X |
| Implementation Step 2: Recognize those staff members and develop a teacher-leader cadre to serve as "go to" staff for new teachers or leaders | | X | X |
| Implementation Step 3: Encourage identified teachers to volunteer for instructional leader positions. | X | X | X |
| Implementation Step 4: Create new opportunities for successful teachers to utilize their skills and talents with colleagues. | X | X | X |
| 2. Expand district leadership capacity to implement and sustain high performing schools. | | | |
| Implementation Step 1: Identify management practices that place emphasis on student achievement, success and outcomes. | X | X | X |
| Implementation Step 2: Create leadership opportunities for aspiring administrators that complement successful practices in our schools. | X | X | X |
| 3. Implement a system for evaluation of teachers and administrators based on the CT System of Educator Evaluation and Development (SEED) and that is based on student achievement, teacher and principal growth, and stakeholder feedback (student/parent/teacher surveys). | | | |
| Implementation Step 1: Identify multiple classroom and school indicators that will be used in the teacher and administrator evaluation process. Provide administrators and teachers with student data to drive instruction. | X | X | X |
| Implementation Step 2: Administer and analyze parent, teacher, and student surveys. | X | X | X |
| Implementation Step 3: Adjust and implement the evaluation model as needed over time. | X | X | X |
| 4. Develop a comprehensive program of professional development informed by teacher and leader evaluation. | | | |
| Implementation step 1: School based committees will analyze survey results from professional development activities and identify areas of improvement for staff. | X | X | X |
| Implementation Step 2: Develop a comprehensive, multi-year plan for professional development related to identified needs. | X | X | X |
| Goal # 2: Support Strategies to Improve High Quality Instruction for All Students | | | |
| 1. Implement Scientifically Research-Based Interventions (SRBI) at all grade levels by providing the necessary supports and resources in reading and math, and positive behavior intervention and supports. | | | |
| Implementation Step 1: Prioritize Tier I, Tier II, and Tier III intervention needs based on evaluation data. | X | X | X |
| Implementation Step 2: Expand core classroom instruction to ensure appropriate continuum and balance of interventions. | X | X | X |
| Implementation Step 3: Develop a system of student progress monitoring to measure the effectiveness of instruction and intervention at each school. | X | X | X |
| Implementation Step 4: Identify and implement an effective system to monitor behavior as part of the SRBI process across all schools. | X | X | X |
| Implementation Step 5: Develop a standardized approach to provide SRBI services to students across all schools. | X | X | X |

| Superintendent Goals, Strategies and Implementation Steps with years | 2015 | 2016 | 2017 |
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| 2. Improve student attendance and reduce truancy. | | | |
| Implementation Step 1: Analyze school data and cross reference data with student performance and subgroup categories. | X | X | X |
| Implementation Step 2: Develop strategies to identify students who are missing instructional time and develop a system to bring parents into the school to address the problem. | X | X | X |
| Implementation Step 3: Create incentives for students to improve their attendance. | X | X | X |
| Implementation Step 4: Identify effective strategies for reducing absenteeism and measure the impact of increased instructional time on student achievement. | X | X | X |
| Implementation Step 5: Identify students and families who are truant and initiate a support service delivery plan to work with the family. | X | X | X |
| Implementation Step 6: Analyze the effectiveness of truancy intervention strategies and adjust the support service delivery plan based on the data. | X | X | X |
| 3. Provide extended learning time opportunities for students. | | | |
| Implementation Step 1: Identify time periods during the instructional day that can be utilized to expand instructional opportunities for students at each school. | X | X | X |
| Implementation Step 2: Identify ways to extend the school day for students through before school and after school learning opportunities that are aligned with academic goals by grade level or course work. | X | X | X |
| Implementation Step 3: Expand the hours at the secondary schools to provide extended learning opportunities to students through the use of computer technology, tutoring, and educational programs. | X | X | X |
| Implementation Step 4: Increase student access to online educational courses at New Milford High School for enrichment, remediation, and credit recovery. | X | X | X |
| Implementation Step 5: Develop year round, summer learning opportunities for students entering grades 1-8. | | X | X |
| Implementation Step 6: Create a district-wide crosswalk of enhanced instructional opportunities for students. | X | X | X |
| Implementation Step 7: Analyze student data to measure the impact of extended learning time on student achievement by school. | X | X | X |
| 4. Identify and implement service delivery models that will improve instruction for English Language Learners. | | | |
| Implementation Step 1: Conduct a comprehensive audit of our current program that identifies enrollment trends, concentration of needs and performance data. | X | X | X |
| Implementation Step 2: Identify best practice in districts that have demonstrated success and models that can be replicated in New Milford. | X | X | X |
| Implementation Step 3: Align our service delivery model with those strategies that have proven to be successful in other districts. | X | X | X |
| Implementation Step 4: Institute reporting metrics that will monitor student success and future areas for improvement. | X | X | X |

| Superintendent Goals, Strategies and Implementation Steps with years | 2015 | 2016 | 2017 |
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| 5. Identify and implement service delivery models that will reduce over-identification of special education students and improve the effectiveness of special education programs. | | | |
| Implementation Step 1: Monitor special education rates by school and the level of services provided to students. | X | X | X |
| Implementation Step 2: Audit Individual Education Plans (IEP's) district-wide using an accountability model and adjust the PPT decision making process as needed. | X | X | X |
| Implementation Step 3: Analyze performance levels and rates of growth of special education students on State standardized measures as compared to non-disabled peers to determine effectiveness of special education programs and staff and adjust instruction or services as needed. | X | X | X |
| Implementation Step 4: Analyze performance levels and growth of students on measures of academic practice and adjust instruction and services as needed. | X | X | X |
| Implementation Step 5: Analyze the number of students identified as Speech and Language impaired and determine if there is an over identification of students with second language acquisition problems versus a speech and language disability. | X | X | X |
| Implementation Step 6: Identify procedures to reduce the number of students over-identified with the emotional disturbance classification through the implementation of school-wide behavioral supports and individual behavioral intervention plans. | X | X | X |
| Implementation Step 7: Identify gaps in the Least Restrictive Environment continuum of supports, services, and placements. | X | X | X |
| Implementation Step 8: Re-purpose funds to adjust and enforce the Least Restrictive Environment continuum supports, services, and placements. | X | X | X |
| Implementation Step 9: Monitor graduation rates of students with special needs. | X | X | X |
| Implementation Step 10: Establish a four and five year plan for graduation that aligns with Student Success Planning and Student Transition Planning to prepare students for college readiness. | X | X | X |
| Implementation Step 11: Ensure that Planning and Placement Teams (PPT) design Individual Education Plans in order to ensure that students will meet graduation requirements as measured by an increased graduation rate of students identified as special education. | X | X | X |
| 6. Continue to develop a K-12 student assessment and data management plan to track student progress and outcomes. | | | |
| Implementation Step 1: Establish building based data teams as a communication point between the school and the district's data initiatives. | X | X | X |
| Implementation Step 2: Create a district data and measurement team to organize and align district assessments with curriculum objectives. | X | X | X |
| Implementation Step 3: Develop a reporting structure to establish goals, benchmarks and monitoring of student achievement data within the district. | X | X | X |
| 7. Continue to develop the K-6 literacy program and align outcomes with CT Core Standards. | | | |
| Implementation Step 1: Monitor K-1 writing program for fidelity of implementation and effectiveness. | X | X | X |

| Superintendent Goals, Strategies and Implementation Steps with years | 2015 | 2016 | 2017 |
|---|------|------|------|
| Implementation Step 2: Develop a core writing program in grades 2-5. | X | X | X |
| Implementation Step 3: Re-align and prioritize Grade 6 Writing curriculum with CT Core Standards. | X | X | X |
| 8. Develop and implement an English Language Arts Program at grades 7-8 that aligns with CT Core Standards. | | | |
| Implementation Step 1: Continue to work with state leaders and consultants to evaluate and realign the current curriculum. | X | X | X |
| Implementation Step 2: Provide professional development for teachers in CT Core Standards, student choice driven instruction and assessment. | X | X | X |
| Implementation Step 3: Create common grade level assessments that are aligned with the CT Core Standards. | X | X | X |
| 9. Continue to develop K-8 math curricula in alignment with CT Core Standards. | | | |
| Implementation Step 1: Adapt model curriculum units in grades 6-8 written by Connecticut and other states to meet the needs of our students. | X | X | X |
| Implementation Step 2: Provide professional development to K-8 teachers on how to implement the new curriculum units. | X | X | X |
| Implementation Step 3: Identify and provide appropriate instructional materials to support curriculum units. | X | X | X |
| Implementation Step 4: Develop and adapt assessments to measure student mastery of curriculum goals and the effectiveness of the new curriculum. | X | X | X |
| 10. Reduce the number of students failing courses in grades 7-12. | | | |
| Implementation Step 1: Establish a school based SRBI team that will work to establish consistent structures and reporting standards for student intervention. | X | X | X |
| Implementation Step 2: Administrators will continue to work to establish clear grading rationales that are consistent and reflect student mastery. | X | X | X |
| Implementation Step 3: Create standards-based grading practices and assessments. | X | X | X |
| Implementation Step 4: Establish an intervention process that identifies struggling students early enough to provide support. | X | X | X |
| Implementation Step 5: Provide a parent portal that will improve student and parent knowledge of performance. | X | X | X |
| 11. Increase the number of students taking Advanced Placement courses and scoring three or better on the AP exam. | | | |
| Implementation Step 1: Increase the number of Advanced Placement sections offered. | X | X | X |
| Implementation Step 2: Increase the number of graduation credits required for students. | X | X | X |
| Implementation Step 3: Train additional teachers in Advanced Placement instruction to increase scheduling flexibility. | X | X | X |
| Implementation Step 4: Reduce or remove entry requirements for students to take Advanced Placement courses. | X | X | X |
| 12. Increase the percentage of students graduating in four years from New Milford High School. | | | |
| Implementation Step 1: Improve the SRBI process to better identify students in grade 9 that are in trouble or may be in trouble in future years. | X | X | X |
| Implementation Step 2: Improve and enhance options for students who are not successful in our current high school structure. | X | X | X |

| Superintendent Goals, Strategies and Implementation Steps with years | 2015 | 2016 | 2017 |
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| Implementation Step 3: Increase the flexibility of credit options for students that are not successful in more traditional instructional settings. | X | X | X |
| 13. Increase the percentage of students attending and graduating from two year and four year colleges. | | | |
| Implementation Step 1: Increase the rigor of classes at New Milford High School so that students are better prepared for college level classes. | X | X | X |
| Implementation Step 2: Increase the number of students participating in Advanced Placement Courses. | X | X | X |
| Implementation Step 3: Conduct post high school graduation follow-up studies in years 1, 2, and 4 following high school graduation. | X | X | X |
| Implementation Step 4: Identify and respond to the reasons students do not attend college. | X | X | X |
| Implementation Step 5: Create annual reporting structures to improve awareness and accountability. | X | X | X |
| Goal #3: Improve the Management of District Resources | | | |
| 1. Implement the conversion to a new financial software system. | | | |
| Implementation Step 1: Identify and provide for the training needs of the various departments on the Board side charged with the responsibility for using the Munis platform. | X | X | X |
| Implementation Step 2: Create a budget for the ongoing cost of Munis to include the necessary training, hardware, and software expenses. | X | X | X |
| 2. Acquire and implement the platform for human resource management as part of the new financial software program. | | | |
| Implementation Step 1: Incorporate the data from the human resource department into the Munis system. | X | X | X |
| Implementation Step 2: Create a budget to provide training, hardware and software updates to effectively implement the human resource program. | X | X | X |
| 3. Update and maintain a sustainable five-year plan for facilities and technology. | | | |
| Implementation Step 1: Establish a baseline of technology and facilities projects completed within the last five years. | X | X | X |
| Implementation Step 2: Revise and update the five-year plan for technology and facilities annually. | X | X | X |
| Implementation Step 3: Develop a plan to obtain long-term funding for major facilities projects for boilers and roofs. | X | X | X |
| 4. Provide safe and sustainable transportation services to students. | | | |
| Implementation Step 1: Review Board policy of transportation services annually and revise it in accordance with accommodation guidelines established by the State Department of Education. | X | X | X |
| Implementation Step 2: Review and revise ridership timelines three times during the school year. | X | X | X |
| Implementation Step 3: Annually update accident protocol for Central Office administrators. | X | X | X |
| 5. Provide safe learning environments for all students. | | | |
| Implementation Step 1: Develop building specific school safety and security plans. | X | X | X |
| Implementation Step 2: Train all staff on the district's emergency response procedures. | X | X | X |
| Implementation Step 3: Conduct school drills with first responders as required and provide feedback to staff. | X | X | X |

| Superintendent Goals, Strategies and Implementation Steps with years | 2015 | 2016 | 2017 |
|--|------|------|------|
| Goal #4: Enhance Parent and Community Involvement in our Schools | | | |
| 1. Increase parent involvement and engagement at each school to enhance student success. | | | |
| Implementation Step 1: Invite parents to participate in school based activities involving their children during the day and in the evening. | X | X | X |
| Implementation Step 2: Expand parent volunteer opportunities in all schools. | X | X | X |
| Implementation Step 3: Provide informational meetings for parents in a variety of settings and times. | X | X | X |
| 2. Improve opportunities for teachers and parents to share student information regarding student performance. | | | |
| Implementation Step 1: Provide a parent portal to engage parents in monitoring their child's performance. | X | X | X |
| Implementation Step 2: Create feedback tools to assess the effectiveness of parent conferences and to incorporate suggestions to improve conferences. | X | X | X |
| Implementation Step 3: Provide information to families of English Language Learners in a format they can understand. | X | X | X |
| 3. Increase opportunities for institutional, civic, and university partnerships that expand student learning opportunities. | | | |
| Implementation Step 1: Establish partnerships with local civic groups to volunteer in our schools to enhance student learning. | X | X | X |
| Implementation Step 2: Collaborate with Western Connecticut State University and other institutions of higher learning to partner with the district to enhance student teaching opportunities and expand student learning opportunities. | X | X | X |
| 4. Measure and increase the level of satisfaction of parents, students and teachers of the New Milford Public Schools. | | | |
| Implementation Step 1: Administer surveys to parents, teachers, and students to measure level of satisfaction. | X | X | X |
| Implementation Step 2: Analyze data from each group and implement suggestions that will add the most value to level of satisfaction. | X | X | X |
| 5. Continue to develop and implement the communication strategy to ensure all members of our collaborative partnership understand our mission and objectives and are actively engaged in achieving them. | | | |
| Implementation Step 1: Create and send rapid notification electronic messages to parents on a consistent basis. | X | X | X |
| Implementation Step 2: Create and distribute monthly E-newsletters showcasing special school activities, new programs, student and staff accomplishments and other news worthy topics. | X | X | X |
| Implementation Step 3: Continue to update and maintain a dynamic website. | X | X | X |
| Implementation Step 4: Provide professional development opportunities for staff and the resources for them to create and maintain current websites for students and parents. | X | X | X |
| Goal #5: Maximize the Use of School Facilities for Instructional Purposes | | | |
| 1. Implement the plan adopted by the Board of Education to close a school and reconfigure grade structure. | | | |
| Implementation Step 1: Develop an action plan for transition and reconfiguration within the timeline and parameters established by the Board of Education. | X | | |
| 2. Provide information sessions for stakeholders regarding the transition. | | | |
| Implementation Step 1: Conduct informational sessions for staff and parents to solicit input regarding the transition process. | X | | |

| Superintendent Goals, Strategies and Implementation Steps with years | 2015 | 2016 | 2017 |
|--|------|------|------|
| Implementation Step 2: Summarize findings of focus groups and report on district website. | X | | |
| 3. Collect data regarding new school boundaries for Pk-2 schools, realigning the grade configuration of existing schools to Pk-2, 3-5 and 6-8, identifying staffing assignments based on certification and establishing transportation routes and seat time of bus riders. | | | |
| Implementation Step 1: Identify all the tasks to be addressed in order to close JPS and reconfigure grades. | X | | |
| Implementation Step 2: Create a matrix and timeline for completing the tasks prior to making a decision to close a school. | X | | |
| Implementation Step 3: Hire a Project Manager to complete tasks in order to ensure a successful transition. | X | | |