

**New Milford Board of Education
Special Meeting Minutes
August 13, 2007
Lillis Administration Building, Boardroom**

Present:	Mrs. Wendy Faulenbach, Board Chairperson
	Mr. Joseph Failla
	Mrs. Elizabeth Finney
	Mr. David A. Lawson
	Mr. William McLachlan
	Mr. Thomas McSherry
	Mr. Robin Ruggiero
	Dr. Lawrence Stillman
	Mrs. Julie Turk
	Mr. Joseph Vita

Also Present	Dr. JeanAnn C. Paddyfote, Superintendent of Schools
	Mr. Thomas Mulvihill, Assistant Superintendent
	Mr. Thomas Corbett, Director of Operations
	Mr. John Turk, Director of Fiscal Services

1	The meeting of the New Milford Board of Education was called to order at 7:35 p.m. The Pledge of Allegiance immediately followed the call to order.	Call to Order Pledge of Allegiance
2	There was no public comment.	Public Comment
3	Discussion and Possible Action:	Discussion and Possible Action
3.A	<p>Job Description: Director of Human Resources</p> <ul style="list-style-type: none"> • Dr. Paddyfote commented on the draft job description for a Director of Human Resources. • The district had a Director of HR in the 1990's. The position was cut in 1995. • Many of Mr. Corbett's responsibilities are in personnel management. • He is responsible for completing the budgets for all certified and non-certified staff. In addition, he completes the benefits portion of the budget. • Mr. Ruggiero noted that the area of human resources has grown. However, he stated the operations' area has also grown. He indicated that perhaps two positions were 	

	<p>needed in order to replace Mr. Corbett.</p> <ul style="list-style-type: none">• Dr. Paddyfote added that when the Personnel Director’s position was eliminated in 1995, most of those duties were assigned to other administrators—Mr. Mulvihill as Assistant Superintendent and Dr. Paddyfote as Director of Pupil Personnel and Special Services.• Dr. Paddyfote commented that Mr. Turk would handle some of the transportation responsibilities: budgeting, complaints, and authorization of invoices. Dr. Paddyfote would have the Director of Technology report to her. Mr. Mulvihill would take on Adult Education, however, the Beginning Educator Support Training Program (BEST) and Continuing Education Unit transcripts would go over to the Human Resources Director.• Mrs. Turk commented that the job description was more administrative and could be handled by a manager for less than the \$85,000 proposed.• Mr. McLachlan noted that the qualifications should include a BA in Math. Mr. McLachlan asked if a discussion on two separate people, one with operations background, one in human resources could be tabled for discussion later.• Dr. Paddyfote stated if the Board does not approve the position of Director of Human Resources, she will go back to Director of Operations and fill that position. Dr. Paddyfote commented on the need for another person with 092 (Intermediate Supervisor of Administration) certification in the central office.• Mr. McSherry has discomfort with divvying up responsibilities; the job of Human Resources has been discussed for years. If administrators are comfortable divvying up positions, it should be tried. There are 600 employees, and no human resources department.	
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	<p>Motion by Mr. Lawson: Move to accept the job description of Director of Human Resources as recommended by the Superintendent and with the modifications discussed by the Board concerning qualifications.</p> <p>Discussion: None Seconded by: Dr. Stillman</p> <p>Aye: Elizabeth Finney, David Lawson, Dr. Stillman, Wendy Faulenbach, Thomas McSherry Nay: Joseph Failla, Joseph Vita, William McLachlan, Robin Ruggiero, Julie Turk Motion: Failed 5-5-0</p>	<p>Motion made and failed to accept the job description of Director of Human Resources as recommended by the Superintendent with the modifications discussed by the Board concerning qualifications for the position.</p>
<p>3.B</p>	<p>Table of Organization—There was no discussion of this item.</p>	<p>Table of Organization—There was no discussion.</p>
<p>3.C</p>	<p>Kindergarten Enrollment</p> <ul style="list-style-type: none"> • Mr. Mulvihill noted that the full day kindergarten program is at John Pettibone School and that the 21 students scheduled to attend that program were selected in late June. • Mr. Failla questioned the jump in the numbers, particularly at Northville. • Last year kindergarten enrollment was 7% below, other years it has been above. This year there is an 11% increase. • Mr. Mulvihill noted that the Town Council approved a demographic study and Dr. Chung will be conducting that study. His study will assist the district in making enrollment projections. • In order to handle the increased enrollment at JPS, a teacher will have to travel from Hill & Plain to John Pettibone. Thus, Hill & Plain will have a .5 reduction in staffing, and JPS will have an increase of .5. • Mrs. Turk commented on adding a half kindergarten teacher and what happens if the position is not needed. • Mr. Mulvihill stated that elementary enrollments have gone down, and jobs have 	<p>Kindergarten Enrollment</p>

	<p>been cut. The person hired might remain; people retire, and the person could move to that position.</p> <ul style="list-style-type: none">• Mrs. Turk commented on small classes, classes with 17-34 students have no affect.• Mr. Mulvihill commented that parents want a personalized experience for their children—especially in kindergarten when many families first enter the public school system. The composition of the classes is not known, a blanket statement can't be made regarding human beings. Also, the district doesn't know how many new students will walk in the doors between the late registration date of August 8th and the opening of school on August 29th.• Mr. Lawson stated that this is cost neutral.• The funding for this one section of kindergarten would be taken from the tutoring account. There will be funding available for tutors after this position is funded. It was also noted that funds to pay for this position may be in the personnel account after all the replacement staff have been hired.• Several Board members were in agreement that tutors are needed. <p>Motion by Mr. Lawson: Move that the Board approve the addition of a half-day section for kindergarten at Northville.</p> <p>Seconded by : Dr. Stillman Aye: David Lawson, Joseph Failla, Dr. Stillman, Thomas McSherry, Joseph Vita, Wendy Faulenbach Nay: Julie Turk, Robin Ruggiero, William McLachlan, Elizabeth Finney</p> <p>Motion passed: 6-4-0</p> <p>Mr. Lawson asked for a 3 minute recess.</p> <p>Mr. Vita and Dr. Stillman left the meeting at 9:10 p.m.</p>	<p>Motion made and approved to add a half-day section of kindergarten at Northville.</p>
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4	<p>Adjourn</p> <p>Motion by Tom McSherry: Move to adjourn. Seconded by: David Lawson Aye: Joseph Failla, Elizabeth Finney, David Lawson, Wendy Faulenbach, Thomas McSherry, William McLachlan, Robin Ruggiero, Julie Turk Nay: Motion passed unanimously.</p> <p>The meeting adjourned at 9:32 p.m.</p>	<p>Motion made and approved to adjourn.</p>
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Respectfully submitted,

Thomas McSherry
Vice-Chairman Board of Education