

**New Milford Board of Education**  
**Operations Sub-Committee Meeting Minutes**  
**May 13, 2025 7:15 pm**  
**Sarah Noble Intermediate School Library Media Center**

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2025 MAY 15 AM 11:29  
NEW MILFORD, CT

Present:	Mrs. Wendy Faulenbach, Chairperson Mr. Eric Hansell Mr. Tom O'Brien Mr. Brian McCauley
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Absent:	
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Also Present:	Dr. Janet Parlato, Superintendent of Schools Mr. Jeffrey Turner, Technology Director Mr. Anthony Giovannone, Director of Finance Mrs. Teresa Kavanagh, Director of Human Services Mr. Matthew Cunningham, Facilities Director Mrs. Laura Olson, Director of Pupil Personnel and Special Services
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1.		<b>Call to Order</b> The New Milford Board of Education Operations Subcommittee was called to order at 7:16pm by Mrs. Wendy Faulenbach, Chairperson.	<b>Call to Order</b>
2.		<b>Public Comment</b> There was none.	<b>Public Comment</b>
3.	A.	<b>Discussion and Possible Action</b> <b>Monthly Reports</b> <b>1. Budget Position dated April 30, 2025</b> <b>2. Purchase Resolution D-794</b> <b>3. Request for Budget Transfers</b>  Budget Position: Mr. Giovannone stated the budget position shows 97.8% has been spent or encumbered. At this time last year, the budget was 97.3% spent or encumbered. The dollar amount remaining for Salaries for Nurses will need to be transferred to cover Professional Services for Pupil Personnel, this is due to having to outsource for nurses. The first payment for Excess Cost was received in January and the second payment should come mid-May. There will be a 3rd payment at the beginning of June. The district received a reimbursement through Medicaid. This began in 2023 when the state started an audit process of bills and sending out reimbursements for prior years.	<b>Discussion and Possible Action</b> <b>A. Monthly Reports</b> <b>1. Budget Position dated April 30, 2025</b> <b>2. Purchase Resolution D-794</b> <b>3. Request for Budget Transfers</b>

		<p>This year the district received a reimbursement of \$30,000. The funds cannot be re-appropriated.</p> <p>Mr. O'Brien asked if there are additional payment obligations that will come out of the Capital Reserve account. Mr. Giovannone stated yes, there are several obligations that will total \$1,800,000 and are not part of the operating budget. Mrs. Faulenbach pointed out that when the Capital Reserve shows \$3,500,000 in funds, we really don't have that much in the account because of these pending payments. Mr. O'Brien added there will also be ESG payment obligations. Mr. Giovannone stated yes, and that will come from the year end operational budget. It will not fall to the bottom line.</p> <p>Purchase Resolution:  Mr. Giovannone stated the 5 year capital projects are coming from the Capital Reserve account. There's an adjustment on the Purchase Order utilizing the 2% set aside money. There are also general fund adjustments and a grant for special education. Mr. O'Brien asked about the Ford transit passenger van. Mr. Giovannone stated that it is a special education passenger van. Mrs. Olson added that it will allow the district to transport students for vocational purposes.</p> <p>Budget Transfers:  None at this time.</p> <p><i>Mr. Hansell moved to bring the Operations Subcommittee monthly reports to the Board of Education for discussion and possible action, seconded by Mr. McCauley. The motion passed unanimously.</i></p>	
4.	<p><b>A. Employment Report - May 2025</b>  Mrs. Kavanagh stated they have several retirements that include a secretary, food services and special education.</p> <p><b>B. Enrollment Report - May 1, 2025</b>  Dr. Parlato stated the district is 34 students off from the projection, which is not significant.</p>	<p><b>Items of Information</b></p> <p><b>A. Employment Report - May 2025</b></p> <p><b>B. Enrollment Report - May 1, 2025</b></p>	<p>Motion passed to bring the Operations Subcommittee monthly reports to the Board of Education for discussion and possible action. Motion passed unanimously.</p>

	<p><b>C. E-Rate Funding Notification</b>  Mr. Turner stated we were awarded the E-Rate Funding for the 25/26 school year. This funding essentially covers 60% of costs for items like fiber optics, firewalls and upgrading to a cloud-base system that will update itself.</p> <p>Mr. O'Brien asked if the 60% savings varies year to year. Mr. Turner stated it depends on the percentage of students who are on free or reduced lunch. It's a calculation, and over the years it has gone up. Mrs. Faulenbach asked how these funds are categorized. Mr. Giovannone stated they are used to offset the budget.</p> <p><b>D. IDEA Grant Fiscal Year 2026</b>  Mrs. Olson stated the IDEA grant is a non-competitive grant that is split into two parts. The first is for educational school age students and the second is for preschool age students. The educational school age goes up to 22 years old, and is the bulk of the grant. The goals are about inclusion and keeping students with their peers. There is also a parent piece to grow parent partnership. Included in the grant are funds for transition age students who attend Naugatuck Community College, as well as gym memberships and other ways to enrich their lives. That is all paid for by the grant. There is also support at non-public schools: Faith Academy and Canterbury. Those students have minimal services but the district provides a Special Education teacher at Faith Academy and also oversees all the assessments and evaluations for both schools.</p> <p>Mrs. Olson said the district was cited for disproportionately identifying speech and language students that are of Hispanic ethnicity. The district's numbers were slightly too high and they are looking as to why that is, and how the district can provide intervention earlier. We also use the funds to have an inclusive preschool and follow the guidelines for early childhood standards. The grant is mostly used to cover salaries. Mrs. Olson stated it is becoming more challenging to maintain the full time employees since the grant money does not change year to year but salaries increase. Mrs.</p>	<p><b>C. E-Rate Funding Notification</b></p> <p><b>D. IDEA Grant Fiscal Year 2026</b></p>
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		<p>Faulenbach asked if the grant was for the 25/26 budget. Mrs. Olson stated they receive it annually but have the opportunity to spend it over 2 years. The district spends roughly 80% of the grant in the first year and the remaining 20% in the second year. Unspent funds can be taken away.</p> <p>Mrs. Faulenbach concluded the meeting by stating Dr. Parlato and the board should consider cancelling the summer subcommittee meetings given the busy schedule.</p>	
<b>5.</b>		<b>Public Comment</b> There was none.	<b>Public Comment</b>
<b>6.</b>		<b>Adjourn</b> <i>Mr. O'Brien moved to adjourn the meeting at 7:33pm, seconded by Mr. McCauley and passed unanimously.</i>	<b>Adjourn</b> Motion made and passed unanimously to adjourn the meeting at 7:33 pm.

Respectfully submitted:



Mrs. Wendy Faulenbach  
Chairman, Operations Subcommittee