

New Milford Board of Education
Meeting Minutes
August 19, 2025
Sarah Noble Intermediate School Library Media Center

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2025 AUG 25 P 3:29

NEW MILFORD, CT

Present:	Mr. Eric Hansell, Vice Chairperson Mrs. Tammy McInerney Mrs. Sarah Herring Mr. Dean Barile Mr. Brian McCauley Mr. Tom O'Brien
Absent:	Mrs. Leslie Sarich Mrs. Wendy Faulenbach Mr. Randall Scofield

Also Present:	Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Jeffrey Turner, Director of Technology Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mr. Matthew Cunningham, Director of Facilities Dr. Kimberly Culkin, Director of Pupil Personnel and Special Services
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1.	A.	Call to Order Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 6:30 p.m. by Mr. Eric Hansell, Vice Chairperson. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	A.	Public Comment There was none.	Public Comment
3.		PTO REPORT There was none.	PTO REPORT
4.		APPROVAL OF MINUTES Approval of the following Board of Education Meeting Minutes: 1. Regular Meeting Minutes July 15, 2025 <i>Mrs. Herring moved to approve the Regular Meeting Minutes, July 15, 2025. Seconded by Mr. McCauley. Motion passed unanimously.</i>	APPROVAL OF MINUTES A. Approval of the following Board of Education Meeting Minutes: 1. Regular Meeting Minutes July 15, 2025 Motion made and passed to approve the Regular Meeting Minutes, July 15, 2025.

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5.		SUPERINTENDENT'S REPORT Dr. Parlato stated we are gearing up for the arrival of students. All 3500 are coming and we cannot wait. Last week was the administrators retreat which allowed for planning for the school year and instruction. There has been a new teacher orientation and this evening, the BOE participated in a goal setting workshop where they discussed revising the current goals for the 25-26 school year. Many efforts have taken place over the summer.	SUPERINTENDENT'S REPORT
6.		BOARD CHAIRPERSON'S REPORT There was none.	BOARD CHAIRPERSON'S REPORT

7.	A. Monthly Reports <ol style="list-style-type: none"> Budget Position dated July 31, 2025 Purchase Resolution: D-797 Request for Budget Transfers <p>Mr. Giovannone stated the budget position is current as of July 31, 2025. This does not show payroll encumbrances. Those take place in August as staff receive their first paychecks on September 5th. The October budget position will give the best snapshot of how the district is encumbered for payroll. The Purchase Resolution will begin to encumber for goods and services. There is one request for the healthcare line item for Anthem Blue Cross/Blue Shield. The request is for the Board to approve a purchase order in which we draw down monthly on that line item to pay for health insurance. We're not remitting a payment to Anthem for \$9,000,000. This will set up a purchase order so that it can be paid monthly.</p>	DISCUSSION AND POSSIBLE ACTION	DISCUSSION AND POSSIBLE ACTION
			A. Monthly Reports <ol style="list-style-type: none"> Budget Position dated July 31, 2025 Purchase Resolution: D-797 Request for Budget Transfers

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	<p>Mr. O'Brien asked about approving the healthcare coverage and ensuring that it is accounted for in the budget as encumbered. Mr. Giovannone stated yes.</p> <p><i>Mrs. McInerney moved to approve the Budget Position dated July 31, 2025; Revised Purchase Resolution D-797; and Request for Budget Transfers. Seconded by Mr. Barile. Motion passed unanimously.</i></p> <p>B. Leave of Absence Request: Amelia Belardinelli, Music teacher at Northville School, requests a leave of absence for the 2025-26 school year for personal reasons.</p> <p>Mrs. McInerney asked if a temporary hire had been found to fill Mrs. Belardinelli's position. Dr. Parlato stated they are currently working on that. Mr. Barile asked how it works when a teacher asks for a leave of absence. Dr. Parlato stated, by contract, it goes to her first for review and then she adds it to the agenda for the Board to review and vote.</p> <p><i>Mr. McCauley moved to approve the Leave of Absence Request for Amelia Belardinelli, Music teacher at Northville School. Seconded by Mrs. McInerney. Motion passed unanimously.</i></p> <p>C. Policy for Second Read and Approval: 1. 6200 Adult Education</p> <p>Mrs. McInerney stated these were policies not reviewed recently and asked how they came to be on the agenda for this evening. Dr. Parlato stated over the last three years, the district has been updating all their policies. Given the large number, she felt that some may have slipped through the cracks when it came to approval. Over the summer, she sat down with Mrs. Jeannine Usher and Mrs. Lauren Ellard to review and find any that had not been approved</p>	<p>Motion made to approve the Budget Position dated July 31, 2025; Revised Purchase Resolution D-797; and Request for Budget Transfers. Motion passed unanimously.</p> <p>B. Leave of Absence Request: Amelia Belardinelli, Music teacher at Northville School, requests a leave of absence for the 2025-26 school year for personal reasons.</p> <p>Motion made to approve the Leave of Absence Request for Amelia Belardinelli, Music teacher at Northville School. Motion passed unanimously.</p> <p>C. Policy for Second Read and Approval: 1. 6200 Adult Education</p>
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	<p>through a second read. The policies on the agenda tonight had been reviewed once but not a second time, so they are on the agenda as second review and approval.</p> <p>Mrs. McInerney stated some of these policies were discussed in 2024 and suggested waiting to approve them so that the whole board has a chance to look at them again. Mrs. McInerney stated she felt the same about the bylaws since they govern the Board. She suggested they all be reviewed in September so the Board can do their due diligence in reviewing them.</p> <p>Mr. Barile stated he agreed.</p> <p>Dr. Parlato stated the Board can move the policies and bylaws on the August 2025 agenda to the September 2025 Policy agenda and then again to the September 2025 full board agenda for 3rd review.</p> <p><i>No action was taken.</i></p> <p>D. Policy for Second Read and Approval:</p> <p style="padding-left: 40px;">1. 6141 Policy Addressing Enrollment in Advanced Course or Program and Challenging Curriculum</p> <p><i>No action was taken.</i></p> <p>E. Policy for deletion upon approval of 6141:</p> <p style="padding-left: 40px;">1. 6141.7 Policy Addressing Enrollment in Advanced Course or Program and Challenging Curriculum</p> <p><i>No action was taken.</i></p>	<p>D. Policy for Second Read and Approval:</p> <p style="padding-left: 40px;">1. 6141 Policy Addressing Enrollment in Advanced Course or Program and Challenging Curriculum</p> <p>E. Policy for deletion upon approval of 6141:</p> <p style="padding-left: 40px;">1. 6141.7 Policy Addressing Enrollment in Advanced Course or Program and Challenging Curriculum</p>
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	<p>F. Bylaws Recommended for Second Review and Approval:</p> <ol style="list-style-type: none"> 1. 9020 Construction and Posting of Agenda 2. 9021 Time, Place and Notice of Meetings 3. 9022 Public Meetings and Executive Session 4. 9023 Meeting Conduct 5. 9024 Quorum and Voting Procedures 6. 9025 Minutes 7. 9026 Transaction of Business 8. 9027 Conflict of Interest 9. 9028 Filling Vacancies on the Board <p><i>No action was taken.</i></p> <p>G. Bylaws Recommended for Deletion Upon Approval of Bylaws in Item F:</p> <ol style="list-style-type: none"> 1. 9320 Meetings of the Board 2. 9321 Time, Place and Notification of Meetings 3. 9322 Public and Executive Session 4. 9323 Construction of the Agenda 5. 9324 Advance Delivery of Meeting Materials 6. 9325 Meeting Conduct 7. 9325.1 Quorum 8. 9325.2 Order of Business 9. 9325.21 Order of Business Consent Agenda 10. 9325.4 Vote Recording 11. 9330 Board/School District Recordings 12. 9332 Electronic Communications 13. 9350 Hearings 14. 9360 Legislative Program 15. 9400 Monitoring Products and Processes 16. 9410 Public Announcement of Accomplishments 	<p>F. Bylaws Recommended for Second Review and Approval:</p> <ol style="list-style-type: none"> 1. 9020 Construction and Posting of Agenda 2. 9021 Time, Place and Notice of Meetings 3. 9022 Public Meetings and Executive Session 4. 9023 Meeting Conduct 5. 9024 Quorum and Voting Procedures 6. 9025 Minutes 7. 9026 Transaction of Business 8. 9027 Conflict of Interest 9. 9028 Filling Vacancies on the Board <p>G. Bylaws Recommended for Deletion Upon Approval of Bylaws in Item F:</p> <ol style="list-style-type: none"> 1. 9320 Meetings of the Board 2. 9321 Time, Place and Notification of Meetings 3. 9322 Public and Executive Session 4. 9323 Construction of the Agenda 5. 9324 Advance Delivery of Meeting Materials 6. 9325 Meeting Conduct 7. 9325.1 Quorum 8. 9325.2 Order of Business 9. 9325.21 Order of Business Consent Agenda 10. 9325.4 Vote Recording 11. 9330 Board/School District Recordings
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	<p>17. 9420 Recognition of Public Accomplishments by Citizens, Students, Staff Members, or Members of the Board</p> <p><i>No action was taken.</i></p>	<p>12. 9332 Electronic Communications 13. 9350 Hearings 14. 9360 Legislative Program 15. 9400 Monitoring Products and Processes 16. 9410 Public Announcement of Accomplishments 17. 9420 Recognition of Public Accomplishments by Citizens, Students, Staff Members, or Members of the Board</p>
<p>H.</p>	<p>Bid Award for RFP E-2425-014 Facilities Building Roof Repairs</p> <p>Mr. Cunningham stated on July 25th they received bids to do work on the roof of the Farm House. Mr. Cunningham stated he recommends awarding it to Global Hill Construction Corp. Mr. O'Brien asked what the project entailed. Mr. Cunningham stated they will be tearing off and replacing tab asphalt shingles which will include the whole house and the porch. Mr. Barile asked if there was any rot that could be seen. Mr. Cunningham stated there was none that could be seen but there is an allowance for pricing if any plywood has to be replaced. Mr. Barile asked about the gutters and Mr. Cunningham stated they would be put on at the end of the project. It's standard for what you see for a residential neighborhood roof. Mr. McCauley suggested advertising that the district is replacing the roof. In the past, the district has been accused of neglecting the buildings and it might be a good idea to show how they are working to keep them updated. Dr. Parlato stated they will take video footage of the progress and post it on social media.</p>	<p>H. Bid Award for RFP E-2425-014 Facilities Building Roof Repairs</p>

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	<p>Mr. O'Brien asked about awarding to the lowest bidder and Mr. Cunningham stated they have checked references and have no concerns awarding to the lowest bidder.</p> <p><i>Mr. McCauley moved to approve the Bid Award for RFP E-2425-014 Facilities Building Roof Repairs. Seconded by Mrs. O'Brien. Motion passed unanimously.</i></p>	<p>Motion made to approve the Bid Award for RFP E-2425-014 Facilities Building Roof Repairs. Motion passed unanimously.</p>
8.	<p>A. ITEMS OF INFORMATION</p> <p>6141 R Administrative Regulations Regarding Enrollment in Advance Course or Program and Challenging Curriculum</p> <p>No discussion</p> <p>B. Employment Report - August 2025</p> <p>Dr. Parlato reviewed the employment report with the Board, stating this is a very active time for staff appointments and resignations. The September employment report will have lots of activity on it as well. Dr. Parlato stated she will send out information about the exact number of openings for certified staff and non-certified staff. Madison Tibbetts and Jessica DeMello have been doing an outstanding job in Human Resources.</p> <p>Mrs. Herring asked if there are temporary people in place for the open positions until someone permanent is hired. Dr. Parlato stated they do have some temporary people in place, but not for all of the openings.</p> <p>Mrs. McInerney asked if internal transfers get a different pay when they move from one position to another. If they do, it is not noted on the employment report. Dr. Parlato stated that if a teacher is remaining in their step and contract, the pay will remain the same. There is one person on the</p>	<p>ITEMS OF INFORMATION</p> <p>A. 6141 R Administrative Regulations Regarding Enrollment in Advance Course or Program and Challenging Curriculum</p> <p>B. Employment Report - August 2025</p>

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	<p>internal transfers that may be a different pay because they are moving into the teachers contract. Mrs. McNerney stated she is asking because salaries are noted for all the other people listed on the employment report except these people. Mrs. McNerney asked if a teacher gets a pay change if they move from the middle school to the high school. Dr. Parlato replied that they do not.</p> <p>C. Enrollment Report - August 2025 Dr. Parlato stated the year over year difference is a good way to look at the report. Overall, year over year we are down 35 students. This is a time of flux and October is really the report that will show a true sense of the enrollment.</p> <p>Mrs. Herring stated there was a discussion during the budget hearings about students who actually live in New Milford and asked if there had been any investigations over the summer to look into that. Dr. Parlato stated they have been working on that. It is done by individual family as names are provided to the district. They also have asked all incoming 6th grade families to resubmit their enrollment paperwork. This verifies that every student going into 6th grade has been verified. There is also a new hire for central registration so that one person handles registration and it is not done at the individual schools. This person is also helping with residency checks and investigations. It is very important that we have that one person as the point of contact. It helps with state reporting that one person is putting the information into the system, so when it feeds into the state department and federal system, it is consistent.</p> <p>D. Food Service Community Eligibility Provision (CEP) Dr. Parlato stated they are able to offer free lunch and free breakfast to students through December 21st. The Community Eligibility Provision is a program through the state of Connecticut and the</p>	<p>C. Enrollment Report - August 2025</p> <p>D. Food Service Community Eligibility Provision (CEP)</p>
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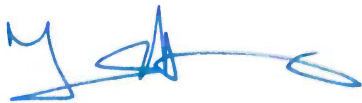
	<p>State Department of Education that allows us to offer free meals depending on what is in the food services account. Our food service program is self-sustaining and the free meals for breakfast and lunch add up to a savings of \$785 per student per year.</p> <p>Mr. Giovannone stated they have been offering this for the past 19 months, beyond what the state originally required us to do. This will be reviewed again in November before moving back to a potential paid situation in January 2026.</p> <p>Mrs. Herring noted that if a student did not want milk, they had to take a milk in order to receive the free lunch, and it creates a lot of waste. Dr. Parlato stated school districts have a donation cart. Mrs. Herring stated that it would be great if the packaged food can be saved instead of wasted.</p> <p>Mrs. McInerney stated she is so grateful for this program. It is incredibly helpful for the families in New Milford.</p> <p>Mr. Barile stated that it adds up to 2.6 million dollars in savings for the families so far.</p> <p>Mr. O'Brien asked to confirm this is a self-sustaining account through food services. Mr. Giovannone stated yes. It's separate from the operating budget. The surplus is separate from the food service fund which is self-sustaining. Mr. O'Brien asked if there is enough to fund a free lunch program through December. Previously there were grants. Mr. Giovannone stated there was the Community Eligibility Provision. Sometimes food services need contributions from the general fund, but that has not happened in this district. It has been self-sustaining and no general fund money pays for food service workers or materials for the actual food.</p>	
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		<p>Mrs. McNerney asked if the Board put money into that account during Covid. Mr. Giovannone stated yes they did, but not because the budget was in trouble. The Board made a contribution in conjunction with the Governor's executive order at that time to continue paying staff although buildings were closed.</p> <p>Mr. Giovannone concluded by stating they are looking into the potential there will be paid meals come January and, therefore, will be looking to see if there will need to be any adjustments made to the cost of those meals. The district has not increased meal prices for 10 years. Every year, we have had to fill out an exemption for not increasing our meal prices.</p> <p>Mrs. Hering stated she wanted to thank Mr. Cunningham and his crew for all their hard work over the summer. The feedback on the building has been positive.</p>	
9.		<p>ADJOURN <i>Mr. O'Brien moved to adjourn the meeting at 7:04 p.m. Seconded by Mr. Barile. Vote passed unanimously.</i></p>	<p>ADJOURN Motion made to adjourn the meeting at 7:04 p.m. Motion passed unanimously.</p>

Respectfully Submitted,



Mrs. Tammy McNerney
 Secretary
 New Milford Board of Education