

New Milford Board of Education
Operations Sub-Committee Meeting Minutes
December 9, 2025 7:15 pm
Sarah Noble Intermediate School Library Media Center

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2025 DEC 11 P 3:28

NEW MILFORD, CT

Present:	Mrs. Wendy Faulenbach, Chairperson Mr. Tom O'Brien Mr. Brian McCauley Mr. Eric Hansell
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Absent:	
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Also Present:	Dr. Janet Parlato, Superintendent of Schools, <i>virtually</i> Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Anthony Giovannone, Director of Finance Mr. Matthew Cunningham, Director of Facilities Mr. Jeffrey Turner, Director of Technology
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1.		Call to Order The New Milford Board of Education Operations Subcommittee was called to order at 7:15pm by Mrs. Wendy Faulenbach, Chairperson.	Call to Order
2.		Public Comment There was none.	Public Comment
3.	A.	Discussion and Possible Action Monthly Reports 1. Budget Position dated November 30, 2025 2. Purchase Resolution D-801 3. Request for Budget Transfers Mr. Giovannone stated we are 95.21% expended or encumbered. Last year we were 95.09% encumbered. There's a transfer to address the Pupil Services. The next change to the capital reserve balance will be when the audit is completed at the end of January. Purchase resolution has all routine items with the exception of outsourced staffing. These are funds that were budgeted in the salary account but we are not hiring the staff directly. It's been confirmed these staff members will continue through the end of the year, warranting the need for the transfer. Mrs. Faulenbach stated she recalled discussing the nurses but not the paras. Mr. Giovannone stated they did not talk regarding the paras at a board level as much as the nurses. Mrs. Faulenbach noted the paras have a new contract,	Discussion and Possible Action A. Monthly Reports 1. Budget Position dated November 30, 2025 2. Purchase Resolution D-801 3. Request for Budget Transfers

	<p>and that it is still difficult to fill positions. Mr. Giovannone stated yes, and they have been hiring paras through two agencies. Mrs. Faulenbach asked if the paras hired through the agencies were performing similar services but with higher rates. Mr. Giovannone stated that was correct, they are getting paid more than the paras paid by the district.</p> <p>Mrs. Faulenbach asked about filling the 1.0 RBT (Registered Behavior Technician). Mr. Giovannone stated some para positions are RBT's, and they are differentiated in pay but it's still difficult to fill them. Dr. Parlato stated it's not for lack of trying, there are just no qualified candidates for these positions. Mrs. Faulenbach stated she understood, and was not questioning the process. Mrs. Faulenbach asked Mr. Giovannone to provide a breakdown of paying the agency vs. keeping paras in contract.</p> <p>Mr. Giovannone stated the other transfer is informational and does not require board approval since it does not go against major object codes. It is for the CNA and EMT program that is not being offered and moving the funds towards CPI (Crisis Prevention Institute) training.</p> <p>Mrs. Faulenbach asked why the CNA and EMT programs are being eliminated. Dr. Parlato stated they cannot find qualified candidates to instruct so they cannot offer the program. Dr. Culkin can provide more information regarding the CPI training.</p> <p><i>Mr. O'Brien 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> <p>B. Food Services - CEP Participation and Meal Prices Mr. Giovannone stated the memo states we are continuing with Community Eligibility Provision (CEP) through February 2026. In January 2026 it</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. Food Services - CEP Participation and Meal Prices</p>
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	<p>will be reevaluated to see if participation will continue, or go back to paid meals. While we are still on the CEP we would be increasing food prices for lunch and breakfast. Every year the state sends out guidance on the prices the district should charge and New Milford has sent a waiver for no increase for the last 10 years. We've offered free meals using our local fund balance, but that is dwindling. We currently stand at just over the 3 month minimum.</p> <p>Mrs. Faulenbach stated that Mrs. Sullivan has done a great job and if the board votes to increase the cost, she supports it. We've been fortunate enough to hold on this long. Mr. Giovannone stated New Milford is the lowest price in the DRG (District Reference Group) and adding .50 cents will only tie us as second to last. Food services has done a great job absorbing the cost of increasing wages, cost of food and containers. The CEP is available to all districts that have a sufficient fund balance.</p> <p>Dr. Parlato stated this increase will not affect the free lunch students receive, but sometimes students buy second lunches, and it is those lunches that will see the price increase. New Milford is one of the only suburban school districts in the state offering free breakfast and lunch.</p> <p>Mrs. Faulenbach stated it's nice to see we're being recognized for being fiscally responsible. Mr. Hansell asked if this was through grants. Mr. Giovannone stated yes, the district must have a minimum of \$756,000 in the account. This past September that account dipped below \$800,000. There is a need to start increasing meal prices.</p>	
<p>4.</p>	<p>A. Employment Report - December 2025 Dr. Parlato stated it is a light employment report. The current open vacancies mirror the shortage areas in the state.</p> <p>B. Enrollment Report - December 2025 Dr. Parlato stated the PK-2nd grade is affected by the kindergarten legislation. SNIS is 25 over the projection. The middle school is 6 below and the high school is 11 below.</p>	<p>Items of Information</p> <p>A. Employment Report - December 2025</p> <p>B. Enrollment Report - December 2025</p>

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		Mrs. Faulenbach asked if the Litchfield Hills Transition Center has always been around 19 and Dr. Parlato stated yes.	
5.		Public Comment There was none.	Public Comment
6.		Adjourn <i>Mr. O'Brien moved to adjourn the meeting at 7:39pm, seconded by Mr. McCauley, and passed unanimously.</i>	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:39 pm.

Respectfully submitted:



Mrs. Wendy Faulenbach
Chairman, Operations Subcommittee