

**New Milford Board of Education  
Regular Meeting Minutes  
August 15, 2017  
Sarah Noble Intermediate School Library Media Center**

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| Present: | Mr. David A. Lawson, Chairman<br>Mrs. Angela C. Chastain<br>Mrs. Wendy Faulenbach<br>Mr. Dave Littlefield<br>Mr. Brian McCauley<br>Mrs. Tammy McInerney<br>Mr. J.T. Schemm | RECEIVED<br>TOWN CLERK<br>2017 AUG 17 P 1:15<br>NEW MILFORD, CT |
| Absent:  | Mr. Robert Coppola<br>Mr. Bill Dahl                                                                                                                                        |                                                                 |

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| Also Present: | Mr. Joshua Smith, Superintendent of Schools<br>Ms. Alisha DiCorpo, Assistant Superintendent of Schools<br>Ms. Ellamae Baldelli, Director of Human Resources<br>Mrs. Laura Olson, Director of Pupil Personnel and Special Services<br>Ms. Roberta Pratt, Director of Technology<br>Mr. Kevin Munrett, Facilities Director<br>Mr. Nestor Aparicio, Assistant Facilities Director |
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| 1.<br>A. | <b>Call to Order</b><br><b>Pledge of Allegiance</b><br><br>The regular meeting of the New Milford Board of Education was called to order at 7:30 p.m. The Pledge of Allegiance immediately followed the call to order. | <b>Call to Order</b><br><b>A. Pledge of Allegiance</b>                      |
| 2.       | <b>Public Comment</b><br><br>• There was none.                                                                                                                                                                         | <b>Public Comment</b>                                                       |
| 3.       | <b>PTO Report</b><br><br>• No report given.                                                                                                                                                                            | <b>PTO Report</b>                                                           |
| 4.       | <b>Student Representative's Report</b><br><br>• No report given.                                                                                                                                                       | <b>Student Representative's Report</b>                                      |
| 5.<br>A. | <b>Approval of Minutes</b><br><br><b>Approval of the following Board of Education</b>                                                                                                                                  | <b>Approval of Minutes</b><br><br><b>A. Approval of the following Board</b> |

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|    | <p><b>Meeting Minutes:</b></p> <ol style="list-style-type: none"> <li>1. Special Meeting Minutes July 18, 2017</li> <li>2. Regular Meeting Minutes July 18, 2017</li> <li>3. Special Meeting Minutes July 19, 2017</li> </ol> <p><b>Mr. McCauley moved to approve the following Board of Education Meeting Minutes:</b></p> <ol style="list-style-type: none"> <li>1. Special Meeting Minutes July 18, 2017</li> <li>2. Regular Meeting Minutes July 18, 2017</li> <li>3. Special Meeting Minutes July 19, 2017</li> </ol> <p><b>Seconded by Mrs. Faulenbach.</b></p> <p><b>The motion passed 6-0-1.</b></p> <p><b>Aye: Mr. Lawson, Mrs. Chastain, Mrs. Faulenbach, Mr. McCauley, Mrs. McInerney, Mr. Schemm</b><br/><b>Abstain: Mr. Littlefield</b></p> | <p><b>of Education Meeting Minutes:</b></p> <ol style="list-style-type: none"> <li>1. Special Meeting Minutes July 18, 2017</li> <li>2. Regular Meeting Minutes July 18, 2017</li> <li>3. Special Meeting Minutes July 19, 2017</li> </ol> <p><b>Motion made and passed to approve the following Board of Education Meeting Minutes:</b></p> <ol style="list-style-type: none"> <li>1. Special Meeting Minutes July 18, 2017</li> <li>2. Regular Meeting Minutes July 18, 2017</li> <li>3. Special Meeting Minutes July 19, 2017</li> </ol> |
| 6. | <p><b>Superintendent's Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Smith said New Teacher Orientation will take place next week. The district is almost done hiring for open certified positions. A two-day Administrator Retreat starts tomorrow. Administration is carefully watching enrollment to see if any adjustments are needed. Student schedules will begin to go out next week.</li> <li>• Mr. Smith said he attended the Commissioner's Back to School meeting for superintendents this morning and it was followed by a press conference regarding the effect the lack of a state budget was having on education planning.</li> </ul>                                                                                       | <p><b>Superintendent's Report</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 7. | <p><b>Board Chairman's Report</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said he attended the Town Council meeting last night with Mrs. Faulenbach and Mr. Coppola where they answered questions regarding the Board's request to place the 2015-16 end of year balance into capital reserve. The</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                            | <p><b>Board Chairman's Report</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

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|           | <p>request was approved and can now be included in planning for future capital projects.</p> <ul style="list-style-type: none"> <li>• He said he is looking forward to the start of a new school year.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                      |
| <b>8.</b> | <b>Committee And Liaison Reports</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>Committee And Liaison Reports</b> |
| <b>A.</b> | <p><b>Facilities Sub-Committee – Mr. McCauley</b></p> <ul style="list-style-type: none"> <li>• Mr. McCauley said there was no meeting in August and he had no report.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>A. Facilities Sub-Committee</b>   |
| <b>B.</b> | <p><b>Operations Sub-Committee – Mrs. Faulenbach</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said a special meeting took place in August at which they discussed monthly reports and a transfer request. She also noted that there is a revised Exhibit A for consideration this evening.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>B. Operations Sub-Committee</b>   |
| <b>C.</b> | <p><b>Policy Sub-Committee – Mr. Schemm</b></p> <ul style="list-style-type: none"> <li>• Mr. Schemm said there was no meeting in August and he had no report.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>C. Policy Sub-Committee</b>       |
| <b>D.</b> | <p><b>Committee on Learning – Mrs. McInerney</b></p> <ul style="list-style-type: none"> <li>• Mrs. McInerney said there is curriculum coming next month for consideration. At the August meeting, the committee heard a presentation about TAG and Enrichment services. Mrs. Brofford, K-5 Science Enrichment teacher, explained the resources for students in the areas of science enrichment including Project Lead the Way, Hour of Code, computer science and Robotics. She said she also works with teachers to coordinate curriculum to be used the classrooms for general instruction.</li> <li>• Mrs. de St. Croix explained her role in TAG is to identify students with high potential then develop or modify enrichments and curriculum in response to their needs. She said general TAG students are pulled out during the day for programming in the areas of social studies, math and literacy. Fine Arts TAG is done after school by grade level. Community partnerships for TAG</li> </ul> | <b>D. Committee on Learning</b>      |

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|           | <p>students have also been arranged. Mrs. de St. Croix also outlined new state legislation regarding TAG that went into effect in July.</p> <ul style="list-style-type: none"> <li>• The Theories of Action discussed and modified at the July retreat were presented and approved by COL without further modification to move to the full Board for approval. If approved, they will be used as a guide for strategic planning and will help to ensure that all work is connected and has the same focus.</li> </ul> <p><b>E. EdAdvance – Mr. McCauley</b></p> <ul style="list-style-type: none"> <li>• Mr. McCauley said EdAdvance has leased the UConn Campus in Torrington and will consolidate some services and expand special education offerings.</li> </ul> <p><b>F. Connecticut Boards of Education (CABE) – Mr. Coppola</b></p> <ul style="list-style-type: none"> <li>• There was no report.</li> </ul> <p><b>G. Negotiations Committee – Mrs. Faulenbach</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said the team has met throughout the summer regarding teacher negotiations and will continue to meet over the next month or so.</li> </ul> <p><b>H. Magnet School – Mr. Schemm</b></p> <ul style="list-style-type: none"> <li>• Mr. Schemm said there was no meeting and he had no report.</li> </ul> | <p><b>E. EdAdvance</b></p> <p><b>F. Connecticut Boards of Education (CABE)</b></p> <p><b>G. Negotiations Committee</b></p> <p><b>H. Magnet School</b></p>                                                                                                                                        |
| <b>9.</b> | <p><b>Discussion and Possible Action</b></p> <p><b>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated August 15, 2017</b></p> <p><b>Mrs. McInerney moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of August 15,</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <p><b>Discussion and Possible Action</b></p> <p><b>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated August 15, 2017</b></p> <p><b>Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified</b></p> |

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|  | <p><b>2017, seconded by Mr. McCauley.</b></p> <ul style="list-style-type: none"> <li>• Mr. Littlefield asked if a math teacher had been hired to replace Mr. Fitzsimmons. Ms. Baldelli said that position had been listed on the July Exhibit A. Mr. Smith said the other math opening hire was in the pipeline for next week and would appear on the September exhibit.</li> <li>• Mrs. McInerney said it was unfortunate that the newly hired BCBA hire resigned and asked about the status of that position. Mr. Smith said a recommendation for hire was on his desk now.</li> <li>• Mrs. McInerney asked how many position were still open. Mr. Smith said three full-time and two part-time.</li> <li>• Ms. Baldelli said interviews are lined up for all open positions.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position</b></li> <li><b>2. Purchase Resolutions: D-701</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <ul style="list-style-type: none"> <li>• Mrs. Chastain asked that the reports be considered for approval separately.</li> </ul> <p><b>Mrs. Faulenbach moved to approve monthly reports: Budget Position dated July 31, 2017, seconded by Mrs. Chastain.</b></p> <ul style="list-style-type: none"> <li>• Mr. Schemm asked for an update on turnover savings. Mr. Smith said that would be more definite in September once all open positions had been filled, but he was confident they would be within amount budgeted.</li> <li>• Mrs. Faulenbach requested that this topic be placed on the September Operations agenda.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>Mrs. Chastain moved to approve monthly reports: Purchase Resolution D-701, seconded by Mr. Littlefield.</b></p> | <p><b>Appointments, Resignations and Leaves of Absence as of August 15, 2017.</b></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position</b></li> <li><b>2. Purchase Resolutions: D-701</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <p><b>Motion made and passed unanimously to approve monthly reports: Budget Position dated July 31, 2017.</b></p> <p><b>Motion made and passed unanimously to approve monthly reports: Purchase Resolution D-701.</b></p> |
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| <p><b>The motion passed unanimously.</b></p> <p><b>Mr. McCauley moved to approve monthly reports: Request for Budget Transfers, seconded by Mr. Littlefield.</b></p> <ul style="list-style-type: none"><li>• Mrs. Chastain said she does not support the requested administrative transfer. She feels it was not spelled out clearly at the beginning of the budget cycle. She feels there have been numerous additions made to address social and emotional needs in the last few years and we do not need more resources in this area.</li><li>• Mrs. McInerney asked to confirm that the middle school presently has a full-time principal, 2.4 assistant principals and a .45 transition administrator and that if the transfer was approved, the .45 transition administrator would be eliminated. Mr. Smith said that is correct.</li><li>• Mrs. McInerney said she feels that more social and emotional support is needed and that the person under consideration would be a good fit for this area. She requested that, moving forward, the Board receive regular reports on how the middle school is handling the administrative change to make sure it is working out with the loss of the .45 position.</li><li>• Mr. Littlefield asked for some background on the requested transfer.</li><li>• Mr. Smith said the conversation started in January with the intent to evolve the transition coordinator position, which was a temporary position. The district looked at school data and needs from January through July to further hone focus. The transfer from the salary account to purchased services gives additional flexibility going forward. He said the Theories of Action under consideration tonight deal with student belonging and connectedness. School climate will be a focus of the upcoming administrative retreat. The district is trying to leverage its resources to best meet student needs.</li><li>• Mrs. Faulenbach said there was a lengthy discussion at the last Board meeting and at Operations and that committee moved to bring the topic forward to the full Board.</li></ul> | <p><b>Motion made and passed to approve monthly reports: Request for Budget Transfers.</b></p> |
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|            | <p><b>The motion passed 6-1-0.</b></p> <p><b>Aye: Mr. Lawson, Mrs. Faulenbach, Mr. Littlefield, Mr. McCauley, Mrs. McInerney, Mr. Schemm</b><br/><b>No: Mrs. Chastain</b></p> <p><b>C. Theories of Action</b></p> <p><b>Mrs. McInerney moved to approve the proposed Theories of Action, seconded by Mr. McCauley.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said she was appreciative of the Board workshop and the time and opinions given by Board members. She asked if these theories would be fluid once approved.</li> <li>• Mr. Smith said these would be considered guiding principles and would be presented as such to the administrative team and then to the teaching staff for focus and connection. Mr. Smith said they are theories and as such it is expected there will be some evolution over time. He will bring information to the Board during the year for review.</li> <li>• Mr. Schemm said he would like to see time carved out of Board agendas for periodic updates.</li> <li>• Mrs. Faulenbach suggested that perhaps every other Board meeting have an update so that the Board has a chance to respond and there is public recognition.</li> <li>• Mr. Lawson suggested Friday Notes be used to update the Board as well.</li> </ul> <p><b>The motion passed unanimously.</b></p> |                                                                                                                                                                                    |
| <b>10.</b> | <p><b>Items For Information And Discussion</b></p> <p><b>A. Field Trip Report</b></p> <ul style="list-style-type: none"> <li>• Mrs. Chastain asked for detail on the Camp Awosting trips. Ms. DiCorpo said this 6<sup>th</sup> grade trip took place at the end of the year last year. However, since it is a team building exercise, it was decided it would be more helpful to have it at the beginning of the school year to build unity and connections among students.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p><b>Items For Information And Discussion</b></p> <p><b>A. Field Trip Report</b></p> <p><b>Motion made and passed unanimously to approve the proposed Theories of Action.</b></p> |

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|            | <ul style="list-style-type: none"><li>• Mrs. Chastain suggested clarification be added to the Senior Trip to Six Flags description since class dues are no longer collected.</li><li>• Mr. Schemm asked if the Board would see the spring trips again closer to their date or if this is the only time they will appear. Mr. Smith said this is the only time the Board reviews. He said they are encouraging early planning and booking of trips so that all will have plenty of advance notice and so that transportation can be confirmed.</li><li>• Mrs. McInerney said she was glad to see some trips in the fall in addition to the spring, which is traditionally very full.</li></ul> |                                                                                                     |
| <b>11.</b> | <b>Adjourn</b><br><br><b>Mrs. Faulenbach moved to adjourn the meeting at 8:00 p.m., seconded by Mrs. Chastain and passed unanimously.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>Adjourn</b><br><br><b>Motion made and passed unanimously to adjourn the meeting at 8:00 p.m.</b> |

Respectfully submitted:



Tammy McInerney  
Secretary  
New Milford Board of Education