

NEW MILFORD BOARD OF EDUCATION

**New Milford Public Schools
50 East Street
New Milford, Connecticut 06776**

**BOARD OF EDUCATION
MEETING NOTICE**

**DATE: October 15, 2019
TIME: 7:30 P.M.
PLACE: Sarah Noble Intermediate School – Library Media Center**

AGENDA

New Milford Public Schools Mission Statement

The mission of the New Milford Public Schools, a collaborative partnership of students, educators, family, and community, is to prepare each and every student to compete and excel in an ever-changing world, embrace challenges with vigor, respect and appreciate the worth of every human being, and contribute to society by providing effective instruction and dynamic curriculum, offering a wide range of valuable experiences, and inspiring students to pursue their dreams and aspirations.

1. CALL TO ORDER

A. Pledge of Allegiance

2. RECOGNITION

- A. Commended Student – 2020 National Merit Program: NMHS students April Li and Ryan Murphy
- B. Semifinalist – 2020 National Merit Program: NMHS students Louis Chiarito and Jason Zhang
- C. NMPS Stars of the Month: Fran Babbino, Terri Cooper, Melissa Nihan, Gabrielle Passarelli, Jennifer Saraiva, and Kelly Tait

3. PUBLIC COMMENT

An individual may address the Board concerning any item on the agenda for the meeting subject to the following provisions:

- A. A three-minute time limit may be allocated to each speaker with a maximum of twenty minutes being set aside per meeting. The Board may, by a majority vote, cancel or adjust these time limits.
- B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.

4. PTO REPORT

5. STUDENT REPRESENTATIVES' REPORT

6. APPROVAL OF MINUTES

- A. Approval of the following Board of Education Meeting Minutes
 - 1. Regular Meeting Minutes September 17, 2019

7. SUPERINTENDENT'S REPORT

8. BOARD CHAIRMAN'S REPORT

9. COMMITTEE AND LIAISON REPORTS

- A. Facilities Sub-Committee – Mr. McCauley
- B. Operations Sub-Committee – Mrs. Faulenbach
- C. Policy Sub-Committee – Mrs. McNerney
- D. Committee on Learning – Mr. Schemm
- E. EdAdvance – Mrs. Monaghan

RECEIVED
TOWN CLERK

2019 OCT 11 A 8:59

NEW MILFORD, CT

F. Connecticut Boards of Education (CABE) – Mr. Lawson

G. Magnet School – Mrs. Monaghan

10. DISCUSSION AND POSSIBLE ACTION

A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated October 15, 2019

B. Monthly Reports

1. Budget Position

2. Purchase Resolution: D-727

3. Request for Budget Transfers

C. Gifts and Donations

1. PTO – Exhibit B

D. Approval of Authorized Signatures Change Form for ED-099 Agreement for Child Nutrition Programs

E. Policies for Approval

1. 4118.112/4218.112 Sexual and Other Unlawful Harassment

2. 4155/4255 Military Leave

F. Policies for First Review

1. 1700 Possession of Firearms on School Property Prohibited

2. 1800 Animals on School Property

G. Approval of the Following Curricula

1. Grade 3 Health

2. Grade 4 Health

3. Grade 5 Health

4. Health II

5. AP Spanish Language and Culture

6. AP French Language and Culture

H. Recommendation to Town for BOE Membership on Municipal Building Committee

I. Textbook Approval: Grade 11

11. ITEMS FOR INFORMATION AND DISCUSSION

A. Field Trip Report

B. BOE Annual Report 2018-19

C. Budget Drivers

12. DISCUSSION AND POSSIBLE ACTION

A. Discussion and possible action on proposed collective bargaining agreement between the New Milford Board of Education and the New Milford School Administrators Association. Executive Session anticipated.

B. Approval of successor collective bargaining agreement between the New Milford Board of Education and the New Milford School Administrators Association.

13. ADJOURN

ITEMS OF INFORMATION

Committee on Learning Minutes – September 3, 2019 (Revised 9/18/19)

Policy Sub-Committee Minutes – October 1, 2019

Committee on Learning Minutes – October 1, 2019

Facilities Sub-Committee Minutes – October 8, 2019

Operations Sub-Committee Minutes – October 8, 2019

Policy Sub-Committee Meeting November 5, 2019 – 6:45 p.m. Lillis Administration Building, Room 2	Operations Sub-Committee Meeting November 12, 2019 – 7:30 p.m. Lillis Administration Building, Room 2
Committee on Learning Meeting November 5, 2019 – 7:30 p.m. Lillis Administration Building, Room 2	New Milford Board of Education Workshop November 19, 2019 – 6:30 p.m. Sarah Noble Intermediate School, LMC
Facilities Sub-Committee Meeting November 12, 2019 – 6:45 p.m. Lillis Administration Building, Room 2	New Milford Board of Education Regular Meeting November 19, 2019 – 7:30 p.m. Sarah Noble Intermediate School, LMC

**New Milford Board of Education
Regular Meeting Minutes
September 17, 2019
Sarah Noble Intermediate School Library Media Center**

Present:	Mrs. Tammy McInerney, Acting Chairperson Mrs. Angela C. Chastain Mr. Bill Dahl Mr. Joseph Failla Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Eileen P. Monaghan Mr. J.T. Schemm
Absent:	Mr. David A. Lawson, Chairman

RECEIVED
TOWN CLERK

2019 SEP 19 A 10:50

NEW MILFORD, CT

Also Present:	Dr. Kerry Parker, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent Ms. Ellamae Baldelli, Director of Human Resources Mr. Anthony Giovannone, Director of Operations and Fiscal Services Mr. Kevin Munrett, Facilities Director Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Brandon Rush, Director of Technology Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School Mr. Greg Shugrue, Principal, New Milford High School
---------------	---

1. A.	Call to Order Pledge of Allegiance The regular meeting of the New Milford Board of Education was called to order at 7:30 p.m. by Mrs. McInerney acting as Chairperson. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2. A.	Recognition NMPS Teacher of the Year for 2019-20: Mr. Stephen Donahue Dr. Parker publicly congratulated Mr. Donahue, New Milford's Teacher of the Year for 2019-20. Morgan Taylor, representing Ingersoll Automotive, said they recognize the importance of educators to future generations and they are pleased to provide Mr. Donahue with an Ingersoll Automotive courtesy car to drive for the month of October.	Recognition A. NMPS Teacher of the Year for 2019-20: Mr. Stephen Donahue

	The meeting recessed at 7:33 p.m. for a short reception and reconvened at 7:38 p.m.	
3.	Public Comment Brian Woolley thanked the Board for the continued funding of the band and color guard program. He said it's been a great start to the year with 130 students in the program. The band is competing in class 6A, which is the largest class in the national US Bands national competition. So far, the band and color guard have placed first in the first two competitions. This Saturday, September 21, is the Home Show beginning at 6:30 p.m. at NMHS. He thanked the many parent volunteers for their help. The band and color guard will perform at MetLife Stadium on October 5.	Public Comment
4.	PTO Report Mrs. Mandi MacDonald said the PTO has had a busy start to the year with welcome back events for staff at every school. K-5 schools will have monthly spirit days on the last Friday of each month. K-5 schools have hosted family welcome back events. The high school has completed picture day and senior portraits. Other picture days are upcoming. SNIS will hold a Fun Run this week with HPS following in October. NES and SMS are doing catalog fundraisers. NMHS PTO is preparing for spirit week and homecoming with a "decades" theme decorating contest. Townwide discount cards are available for purchase. Dr. Parker will sponsor a membership campaign for staff with lunch for the highest membership school. Each school PTO is on Facebook. Mrs. MacDonald asks that you follow them to stay up to date.	PTO Report
5.	Student Representative's Report There was no report.	Student Representative's Report

6.	Approval of Minutes A. Approval of the following Board of Education Meeting Minutes: 1. Regular Meeting Minutes August 20, 2019 Mr. Dahl moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes August 20, 2019, seconded by Mr. McCauley and passed unanimously. • Mrs. Chastain said she wanted to address the Committee on Learning minutes. She said there was a discussion about the backlog of curriculum and she feels the depth of that conversation was not adequately captured in the minutes. She thinks it is important to reflect the discussion and elaborate on it in the minutes. • Mr. Schemm said this motion is for the regular meeting minutes. • Mrs. Chastain said the Board doesn't vote on the Committee on Learning minutes so she wants to capture her request here. She'd like to capture how many curriculum are behind and the reasons for it. • Mr. Schemm said this is one of the few subcommittee meetings that have video with it so he would be willing to work with the recording secretary to revise the minutes to add more information. He said this might be a conversation for subcommittee chairs to have too. Right now, the Chair is trying to turn over the minutes quickly to meet posting requirements for motions. He said perhaps the committee could also get a crack at them somehow in a different practice going forward. • Mrs. Faulenbach said as a point of clarification that the Board does not approve subcommittee minutes. The role of the Chair of each committee is to review and post the minutes. The only requirement is to post motions, though we do try to capture commentary.	Approval of Minutes A. Approval of the following Board of Education Meeting Minutes: 1. Regular Meeting Minutes August 20, 2019 Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes August 20, 2019.
------------------	--	--

	Tonight's discussion adds commentary and perhaps the minutes can be adjusted as well. • Mrs. McInerney suggested that any adjustment be included in next month's Board packet so all members could see any changes made.	
7.	Superintendent's Report • Dr. Parker said she wanted to first address the issues of last week relating to vaping and restroom use at the high school. She had some data for the Board. She said the high school has nine boys' and nine girls' restrooms plus one gender neutral one, as well as several staff restrooms. Last year with some of the restrooms closed, there were 60 discipline reports for students caught vaping. Today alone, with all restrooms open, there were 13 incidents. It is clear that vaping is a serious issue that requires action on the part of students, parents and the community. She asked if the Board had any questions on this topic. • Mrs. Faulenbach said they do not typically invite questions during a report but she said the dialogue on this issue is important. She suggested the agenda be amended to allow this. A two-thirds majority is required for approval. Mrs. Faulenbach moved to amend the agenda to add discussion of vaping and protocol, seconded by Mrs. Monaghan and passed unanimously. • It was agreed to add this as item 9H in deference to the public in attendance. Continuing her report, Dr. Parker said curriculum nights are ongoing in the schools. She, Mrs. Olson and the special education supervisors attended an informal meeting with some special education parents at the Children's Movement Center last night. She enjoyed the dialogue. She also attended the Townwide PTO meeting last night and was	Superintendent's Report Motion made and passed unanimously to amend the agenda to add discussion of vaping and protocol.

	impressed with the work of this incredible volunteer group. She said it is a priority to hers to try to get out into one or more schools every day. So far, she has made 17 school visits.	
8.	Board Chairman's Report Mrs. McInerney thanked the Facilities staff for all their work over the summer to get schools ready. She thanked teachers and staff for their efforts in preparing for students' return and parent/student walkthroughs. She gave special thanks to the PTOs for the welcome events for staff and to the parents who contributed. She reminded Board members of the upcoming CABA Convention and asked that they let the Superintendent's Office know by October 15 if they would like to attend.	Board Chairman's Report
9.	Committee And Liaison Reports A. Facilities Sub-Committee – Mr. McCauley - Mr. McCauley said the committee discussed Celtic Energy and a 5 year capital withdrawal request and they are both on the agenda tonight. They reviewed turf field usage and the district is losing money right now. While it is not a big loss, the committee will be discussing ways to balance this out in the future, in conjunction with the Turf Fields Committee. B. Operations Sub-Committee – Mrs. Faulenbach - Mrs. Faulenbach said many discussion items are on tonight's agenda for approval including Celtic Energy, tuition rates, the NMHS graduation date, capital reserve request and HPS EXCEL request. No action is required for Exhibit A and the monthly reports. C. Policy Sub-Committee – Mrs. McInerney	Committee And Liaison Reports A. Facilities Sub-Committee B. Operations Sub-Committee C. Policy Sub-Committee

	Mrs. McInerney said there are eight policies on for approval tonight due to policy changes required by statute. They are eligible for approval at first review in accordance with Board bylaw 9311. The committee also discussed policies 1700 and 1800 and will review them again at the next meeting on October 1.	
D.	Committee on Learning – Mr. Schemm	D. Committee on Learning
	Mr. Schemm said there are four curricula on for approval tonight. He thanked Ms. DiCorpo for presenting to the committee in place of the writers, which is the usual procedure. One thing of interest he noted is that in coupling the US History CP and Honors, Ms. DiCorpo has started the practice that a writer must write curriculum for both levels for common assurances. He said he thinks it is good practice to maintain structure across both.	
E.	EdAdvance – Mrs. Monaghan	E. EdAdvance
	Mrs. Monaghan said their student handbook is under review for October. EdAdvance sent its adult education catalogue to over 88,000 homes in the area. WestConn terminated their service agreement for the early childhood program at its Danbury location; about 50% have been placed elsewhere. The annual meeting is in October in Plymouth, CT beginning at 7:45 a.m. and will include educational seminars to encourage attendance. Their Danbury space is being subleased. A new Technology person has been hired and is focusing on Ransomware security threats. The annual budget will be presented in October.	
F.	Connecticut Boards of Education (CABE) – Mr. Lawson	F. Connecticut Boards of Education (CABE)
	Mrs. McInerney reminded Board members to let the Superintendent’s Office know if they	

	are interested in attending the CABA Convention.	
G.	Magnet School – Mrs. Monaghan	G. Magnet School
	Mrs. Monaghan said New Milford has 18 spaces, of which 17 are filled. Questions had been asked about if an unused seat could be sold to another district and if there is a waiting list for New Milford. The Advisory Committee is scheduled to meet on October 3. She will ask those questions then.	
H.	Vaping and protocol	H. Vaping and protocol
	- Mrs. Faulenbach said the Board does not approve protocol directly but they were advised of procedures that would be used. She said she supports initiatives that deal with this national problem. Discussion is healthy and she encourages conversation to continue with the entire community. - Mr. Failla asked Mr. Shugrue how many incidents there have been this school year. Mr. Shugrue estimated approximately 20. Mr. Failla asked what is being done regarding education. - Mr. Shugrue said the vaping discussion started with student focus groups in the spring who were concerned with the marketing of vaping as a safe alternative and with restroom security. A lack of education on the part of both students and parents regarding this national problem was also a concern. This led to the two pronged approach used on the first day of school when Mr. Shugrue unveiled the new restroom protocol and sent home educational literature. Discussion and handouts will continue throughout the year in Health classes, advisory, and through student and parent mailings. - Mr. Failla said he would like to see follow up to see if what they are doing results in any reduction in incidents.	

- Mrs. Monaghan asked how many monitors are available at the high school. Mr. Shugrue said there are three monitors inside for nineteen bathrooms.
- Mrs. Monaghan said she would like to see what other districts are doing to combat vaping. She said it is important to keep the community informed and educated about the problem, especially because some initiatives may come with a price tag.
- Mrs. Faulenbach said while the recent protocol met with push back and changes in procedure, the most important message is the need to address the issue. She asked that any initiatives that might have budgetary implications be brought to the Facilities subcommittee for informational purposes and to keep the conversation going.
- Mrs. Chastain asked if there was any parent feedback. Dr. Parker said she had several responses to the School Messenger statement, which is unusual, and that the responses overwhelming recognized the need.
- Mr. Shugrue said he spoke to one student and received four or five emails from parents out of a possible 3000 parents total.
- Mrs. Chastain suggested that future correspondence be specific to vaping only, unlike the one that was sent home at the start of school; primarily to do all we can to make sure parents see the information. She also suggested Mr. Shugrue work in conjunction with community groups such as Rotary and the Lions Club.
- Mr. Schemm said policies in this area were revised a few years ago. The district took a forward stance then, including vaping with drug paraphernalia definitions. He said it is important to continue to push education in our schools to debunk the myth of safety. He acknowledged it is incredibly hard to police vaping in school and suggested the policies be looked at again to see what is working or not in conjunction with how they help or hinder

	protocol. He wants to look in general at what the Board can do to support the health and education of students. • Mrs. Monaghan said this is an age where peer pressure can be helpful and she suggested enlisting fellow students. • Mr. McCauley said he would like to see suggestions for initiatives such as detectors and other items before budget. • Mrs. Faulenbach reiterated the importance of keeping the community informed and involved.	
10.	Discussion and Possible Action A. Policies for Approval 1. 1331 Smoking 2. 4112.5 Criminal History Inquiries 3. 4118.232 Smoking 4. 5114 Removal/Suspension/Expulsion 5. 5118 Nonresident Students 6. 5118.1 Homeless Students 7. 5141.21 Administration of Medication 8. 6111 School Calendar Mr. McCauley moved to approve the following Policies in accordance with Board Bylaw 9311: 1. 1331 Smoking 2. 4112.5 Criminal History Inquiries 3. 4118.232 Smoking 4. 5114 Removal/Suspension/Expulsion 5. 5118 Nonresident Students 6. 5118.1 Homeless Students 7. 5141.21 Administration of Medication 8. 6111 School Calendar Seconded by Mrs. Faulenbach. • Mr. Failla said he appreciates that the Board stays on top of policy review. It is important to	Discussion and Possible Action A. Policies for Approval 1. 1331 Smoking 2. 4112.5 Criminal History Inquiries 3. 4118.232 Smoking 4. 5114 Removal/Suspension/Expulsion 5. 5118 Nonresident Students 6. 5118.1 Homeless Students 7. 5141.21 Administration of Medication 8. 6111 School Calendar Motion made and passed unanimously to approve the following Policies in accordance with Board Bylaw 9311: 1. 1331 Smoking 2. 4112.5 Criminal History Inquiries 3. 4118.232 Smoking 4. 5114 Removal/Suspension/Expulsion 5. 5118 Nonresident Students 6. 5118.1 Homeless Students 7. 5141.21 Administration of Medication 8. 6111 School Calendar

	keep current, both to stay ahead of the curve and to avoid litigation. • Mr. Schemm said he appreciated the additional commentary by legal provided as follow up to questions asked at Policy. The motion passed unanimously. B. Approval of the Following Curricula 1. Creative Writing 2. Diverse Voices 3. US History CP 4. US History Honors Mr. Dahl moved to approve the following curricula: 1. Creative Writing 2. Diverse Voices 3. US History CP 4. US History Honors Seconded by Mr. Schemm. • Mrs. Faulenbach asked if these curricula are in the classroom now. Ms. DiCorpo said these are a draft, with parts instituted in class, but distribution does not happen until Board approval. • Mrs. Faulenbach asked how many more are behind like this. Ms. DiCorpo said these were from the spring and we will be caught up and moving into summer ones soon. Ms. DiCorpo said it was discussed at budget time that she is the only reviewer for all curriculum and it can be a lengthy process with feedback. • Mrs. Faulenbach said she thinks the curriculum are amazing and staff does a great job but there appears to be a problem with some of the procedure. She is looking for a way to get in front of the date somehow. • Dr. Parker said there was so much depth in the rewriting and revision that catch up took time	B. Approval of the Following Curricula 1. Creative Writing 2. Diverse Voices 3. US History CP 4. US History Honors Motion made and passed to approve the following curricula: 1. Creative Writing 2. Diverse Voices 3. US History CP 4. US History Honors
--	---	---

but she does think we are in a better place going forward.

- Ms. DiCorpo said that even if she increases the number of curriculum for consideration at each subcommittee meeting, she doesn't know that we'll ever be completely caught up. She said they are making lots of headway in aligning curriculum to standards. The actual teaching to standards is critical.
- Mrs. Faulenbach said she appreciates the work but she struggles with approving things somewhat after the fact.
- Mrs. Chastain asked if it is only the writer who is using parts of the draft curriculum in the classroom prior to approval. She suggested if that is the case it might lead to inconsistency of teaching
- Ms. DiCorpo said classroom lessons always vary from teacher to teacher but generally speaking the writer will try out ideas and then share with colleagues. All should be teaching to standards.
- Mr. Schemm said it is the difference between written and delivered curriculum; they should be close and not drift apart. He suggested that the Committee on Learning might want to consider a workshop model where they would get together for a day and review all revisions at once before sending them on to the Board. He also suggested that the past practice of listing administrators and Board members who were active when the curriculum was written be changed to listing those who are active when it is approved. Perhaps draft should be added to the document until approval.
- Mr. Dahl asked how many were left to catch up. Ms. DiCorpo estimated 11 or 12, then 16 from the summer, and then fall begins. She said curriculum writing happens during the school year now too, not just in the summer as in the past.

The motion passed 7-1-0.

	Aye: Mrs. Chastain, Mr. Dahl, Mr. Failla, Mr. McCauley, Mrs. McInerney, Mrs. Monaghan, Mr. Schemm No: Mrs. Faulenbach C. Tuition Rates for 2019-2020 Mr. McCauley moved to approve the Tuition Rates for 2019-2020 as follows: New Milford High School: \$13,371.63 Schaghticoke Middle School: \$11,537.26 Sarah Noble Intermediate School and Elementary Schools: \$11,491.76 Seconded by Mrs. McInerney. • Mrs. Monaghan said she was surprised that there was such a small increase in cost from last year. At the high school, it is roughly \$20. She said this barely covers expenses and suggested the formula be reviewed. She noted that the tuition reimbursement goes to the Town, not to the BOE budget. • Mrs. Chastain asked how many tuition students there are. Mr. Giovannone said three. • Mrs. Faulenbach said she appreciates the historical numbers provided in the memo. • Mrs. Chastain noted that this rate is different from the Sherman rate. The motion passed unanimously. D. New Milford High School Graduation Date 2020 Mr. McCauley moved to approve the New Milford High School Graduation Date for 2020 for Saturday, June 20, 2020 at 2:00 p.m., seconded by Mrs. Chastain. • Mr. Schemm asked if this date is set with WCSU. Mr. Shugrue said it is on hold and will be confirmed once the Board approves the date.	C. Tuition Rates for 2019-2020 Motion made and passed unanimously to approve the Tuition Rates for 2019-2020 as follows: New Milford High School: \$13,371.63 Schaghticoke Middle School: \$11,537.26 Sarah Noble Intermediate School and Elementary Schools: \$11,491.76. D. New Milford High School Graduation Date 2020 Motion made and passed unanimously to approve the New Milford High School Graduation Date for 2020 for Saturday, June 20, 2020 at 2:00 p.m.
--	--	--

	The motion passed unanimously. E. Celtic Energy Mrs. Monaghan moved that the Board designate Celtic Energy as the owner representative for the New Milford Public Schools' Board of Education to negotiate with energy service companies (ESCOs), on its behalf, and to develop energy savings performance contracts (ESPCs) that can fund future capital improvement projects, and to authorize the Board Chair to sign the service agreement with Celtic Energy on its behalf, seconded by Mr. McCauley. - Mrs. Faulenbach said she appreciated the supplemental information provided to the Board prior to the meeting. The motion passed unanimously. F. Capital 5 Year Plan and Capital Reserve Withdraw for 19-20 Budget (Revised) Mrs. Faulenbach moved that the Board request that the Town Council and Board of Finance approve \$352,500 from the capital reserve account to fund capital items that were removed from the 2019-20 Superintendent's Proposed Budget on 1/31/19 when the Board approved the 2019-20 Board of Education Adopted Budget, seconded by Mrs. Monaghan. - Mr. Failla said he voiced his concerns at subcommittee. While he understands the need, he has angst about the capital reserve being so low. Going to the Town in case of emergency can be challenging. He will not support the motion. Regarding the 5 year capital plan, he referenced \$45,000 in 2023-24 for the gym ceilings. He said they are currently an embarrassment with paint peeling and he is in favor of moving this up for action.	E. Celtic Energy Motion made and passed unanimously that the Board designate Celtic Energy as the owner representative for the New Milford Public Schools' Board of Education to negotiate with energy service companies (ESCOs), on its behalf, and to develop energy savings performance contracts (ESPCs) that can fund future capital improvement projects, and to authorize the Board Chair to sign the service agreement with Celtic Energy on its behalf. F. Capital 5 Year Plan and Capital Reserve Withdraw for 19-20 Budget (Revised) Motion made and passed that the Board request that the Town Council and Board of Finance approve \$352,500 from the capital reserve account to fund capital items that were removed from the 2019-20 Superintendent's Proposed Budget on 1/31/19 when the Board approved the 2019-20 Board of Education Adopted Budget.
--	--	---

	• Mr. Dahl wondered if the peeling paint is a safety hazard. • Mrs. Faulenbach said she understands Mr. Failla's concerns about the capital reserve. She said the original request for capital in January was \$422,500. At that time, the Board made a conscious decision to zero out the capital line with the intention to reevaluate and submit a revised plan for capital reserve use. Since then there have been numerous conversations and collaboration with the Town. She said the year end balance will help bring the total back up and projects need to be done. • Mr. Schemm said it makes sense to bring both requests for capital reserve and year end balance to the Town together. • Mr. Giovannone said the capital reserve is at \$678,824 now. If this request is approved and the year end balance added, the resulting new balance will be approximately \$691,000. The motion passed 7-1-0. Aye: Mrs. Chastain, Mr. Dahl, Mrs. Faulenbach, Mr. McCauley, Mrs. McInerney, Mrs. Monaghan, Mr. Schemm No: Mr. Failla	
G. 2018-19 Year End Balance	Mrs. Monaghan moved to make a request to the Town Council and Board of Finance that the Year End Balance for 2018-19, subject to final audit, go to capital reserve, seconded by Mrs. McInerney. Mrs. Faulenbach moved to amend the motion to request that \$50,000 of the Year End Balance for 2018-19, subject to final audit, go to MUNIS account 43020000-49510-00006 for turf field replacement, with the remaining balance to capital reserve; seconded by Mr. Failla. • Mrs. Faulenbach said she made this recommendation last year as well and the	G. 2018-19 Year End Balance Motion made to make a request to the Town Council and Board of Finance that the Year End Balance for 2018-19, subject to final audit, go to capital reserve. Motion made and passed unanimously to amend the motion to request that \$50,000 of the Year End Balance for 2018-19, subject to final audit, go to MUNIS account 43020000-49510-00006 for turf field replacement, with the remaining balance to capital reserve.

	Board approved it. It is difficult because capital reserve is important, but the Board recognizes the need to fund turf field replacement too. She said she would be curious to know if the Town has made any deposits into this line. • Mr. Failla said it is important to contribute something. The replacement cost is roughly \$1 million and based on life expectancy of the fields that works out to \$100,000 per year. Hopefully the Town is contributing too to support these fields which are a leader in the state. • Mrs. McInerney asked when the next Turf Fields Committee meeting is. Mrs. Faulenbach said it is on September 24 at 2:30 p.m. and she will report back on it. The amendment passed unanimously. The original motion, as amended, passed unanimously.	The original motion, as amended, passed unanimously.
H. Hill and Plain School EXCEL need	Mrs. McInerney moved that the Board approve one additional morning EXCEL classroom for Hill and Plain School, seconded by Mr. McCauley. • Mrs. Faulenbach said supporting data for this request was brought to Operations. She said she supports the request; the need is justified by the numbers. • Mrs. McInerney said the Operations minutes reflect a total cost for this request of just under \$100,000. That is for a 0.5 Special Education teacher, three 0.5 paraeducators, and for equipment, materials and furniture. • Mrs. Faulenbach asked if the total includes employee benefits and Mr. Giovannone said it does. • Mr. Schemm asked if there was anything that can be done to help predict these numbers. Mrs. Olson said not really. They are notified	H. Hill and Plain School EXCEL need Motion made and passed unanimously that the Board approve one additional morning EXCEL classroom for Hill and Plain School.

	from the Birth to 3 program and typically only know four to five months ahead of eligibility. In addition, some parents self refer, and some come from families moving in over the summer. Mr. Schemm noted that is well outside of the budget window. The motion passed unanimously.	
11.	Items For Information And Discussion - Mrs. McInerney said the monthly reports are for information only since the Board had previously delegated these approvals to the Superintendent for the summer months. The Board will resume approvals next month. A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated September 17, 2019 B. Monthly Reports Budget Position Purchase Resolution: D-726 Request for Budget Transfers C. Direct Donations and Fundraisers Report - Mrs. Chastain asked if there was a mechanism within student activity accounts for sports to ensure that money raised by students is spent on those students. She noted that some accounts show money carried over to the next year. - Mr. Shugrue said it is usually the case that a fundraiser was held and exceeded its stated goal so there are additional funds left. He said every fundraiser proposed is questioned as to purpose and tracked. There are well documented protocols and procedures. - Mrs. Faulenbach said this topic came up at Operations and the procedures and accounting are clear. She said the problems sometimes	Items For Information And Discussion A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated September 17, 2019 B. Monthly Reports Budget Position Purchase Resolution: D-726 Request for Budget Transfers C. Direct Donations and Fundraisers Report

	seem to arise with the communications piece with the public. She asked for the number of fundraiser from end of school to now. Mr. Giovannone said he would provide that at the next Operations meeting. • Mrs. McInerney said the report shows over \$102,000 in donations and over \$161,000 in fundraisers. That is a lot of money over and above budgeted funds. She thanked the PTO, Boosters and other community organizations for their support as well as the parents who contribute. D. Textbook Preview • Mr. Failla said he was looking forward to reviewing the book. He asked about the use of digital texts. Ms. DiCorpo said Mr. Holmes, the Social Studies Department Chair, said students prefer to have a text in hand to use in conjunction with primary source documents and audio. It reinforces focus. She said the number of copies requested is based on the average three year enrollment.	
12.	Adjourn Mr. Dahl moved to adjourn the meeting at 9:14 p.m., seconded by Mrs. Faulenbach and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn at 9:14 p.m.

Respectfully submitted:



Angela C. Chastain

Secretary

New Milford Board of Education

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut

October 15, 2019

**As of October 11, 2019

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

1. **Mrs. Tracy Olmsted**, Social Studies Teacher, Schaghticoke Middle School

Move that the Board of Education approve the resignation of **Mrs. Tracy Olmsted** as Social Studies Teacher at Schaghticoke Middle School effective October 19, 2019.

Moving out of state

2. CERTIFIED STAFF

b. NON-RENEWALS

1. None

3. CERTIFIED STAFF

c. APPOINTMENTS

1. ****Mrs. Brigid Garcia**, Part-time (.60) Computer Based Instruction Teacher, New Milford High School/Central Office

Move that the Board of Education appoint **Mrs. Brigid Garcia** as Part-time (.60) Computer Based Instruction Teacher at New Milford High School/Central Office effective on or about October 22, 2019.
2019-2020 Salary – \$73,407 (Step 11F) pro-rated to .60 FTE and start date

Education History:

BA: Hartwick College
Major: Psychology
MS: Simmons College
Major: Special Education

Work Experience:

3 yrs. Massachusetts
3 yrs. Westport Schools
4 yrs. Private school Massachusetts

Replacing: A. Lounsbury

2. **Ms. Carol Juter**, TESOL Teacher, New Milford High School

Move that the Board of Education appoint **Ms. Carol Juter** as TESOL Teacher at New Milford High School effective September 17, 2019.
2019-2020 Salary – \$60,264 (Step 6F) pro-rated to start date of October 7, 2019

Education History:

BA: College of Wooster
Major: Psychology
MA: Manhattanville College
Major: TESOL

Work Experience:

4 yrs. Waterbury
1 yr. Stamford (LOA replacement)
3 yrs. EL tutor, Ridgefield

New budgeted

3. **Mrs. Jennifer Travers-Hartglass**, Speech Language Pathologist, Hill and Plain School

Move that the Board of Education appoint **Mrs. Jennifer Travers-Hartglass** as Speech Language Pathologist at Hill and Plain School effective on or about November 4, 2019, pending Connecticut certification.
2019-2020 Salary – \$92,931 (Step 15H) pro-rated to start date

Education History:

BA: SUNY @ Purchase
Major: Liberal Arts
MS: Adelphi University
Major: Communication Disorders

Work Experience:

14 yrs. Putnam County NY
1 yr. Brewster NY

Replacing: Y. Geller

4. **MISCELLANEOUS STAFF**

a. **RESIGNATIONS**

1. **None**

5. **MISCELLANEOUS STAFF**

b. **APPOINTMENTS**

1. **None**

6. **NON-CERTIFIED STAFF AND LICENSED STAFF**

a. **RESIGNATIONS**

1. **Mrs. Beverly Musilek**, Food Prep I, Schaghticoke Middle School

Move that the Board of Education approve the resignation of **Mrs. Beverly Musilek** as Food Prep I at Schaghticoke Middle School effective October 5, 2019.

Personal Reasons

2. **Mr. Wallace Watson**, Custodian, New Milford High School

Move that the Board of Education approve the resignation of **Mr. Wallace Watson** as Custodian at New Milford High School effective October 1, 2019.

Personal Reasons

3. **Mrs. Catherine Westervelt**, Secretary to Principal, Sarah Noble Intermediate School

Move that the Board of Education approve the resignation of **Mrs. Catherine Westervelt** as Secretary to Principal at Sarah Noble Intermediate School effective November 2, 2019.

Personal Reasons

7. **NON-CERTIFIED AND LICENSED STAFF**

b. **APPOINTMENTS**

1. **Mrs. Roseann Cice**, Tutor, Northville Elementary School
Move that the Board of Education appoint **Mrs. Roseann Cice** as Tutor at Northville Elementary School effective September 19, 2019.

Education History:

BA: NYU, Hunter College
Major: English/Language Arts
MS: Mercy College
Major: Elementary Education

\$16.00 per hour

- | | |
|--|--|
| <p>2. Mrs. Synthia Gillette, Paraeducator, Northville Elementary School
<u>Move</u> that the Board of Education appoint Mrs. Synthia Gillette as Paraeducator at Northville Elementary School effective September 23, 2019.</p> <p>3. Mrs. Elaine LaFontan, Tutor, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education appoint Mrs. Elaine LaFontan as Tutor at Sarah Noble Intermediate School effective September 16, 2019.</p> <p>4. Mr. Anthony Pelillo, Paraeducator, Hill and Plain School
<u>Move</u> that the Board of Education appoint Mr. Anthony Pelillo as Paraeducator at Hill and Plain School effective October 16, 2019.</p> <p>5. Mrs. Colleen Romano, Tutor, New Milford High School
<u>Move</u> that the Board of Education appoint Mrs. Colleen Romano as Tutor at New Milford High School effective August 27, 2019.</p> | <p>\$14.63 per hour - Hire Rate
\$16.16 per hour – Job Rate
(after completion of probationary period)

Replacing: L. Cabrera</p> <p><i>Education History:</i>
BS: WCSU
Major: Elementary Education

\$16.00 per hour</p> <p>\$14.63 per hour - Hire Rate
\$16.16 per hour – Job Rate
(after completion of probationary period)

Replacing: J. Muliolis</p> <p><i>Education History:</i>
BS: Edinboro University
Major: Elementary Education
MED Antioch New England
Major: Education

\$16.00 per hour</p> |
| <p>8. ADULT EDUCATION STAFF
a. RESIGNATIONS
1. None</p> | |
| <p>9. ADULT EDUCATION STAFF
b. APPOINTMENTS
1. None</p> | |
| <p>10. BAND STAFF
a. RESIGNATIONS
1. None</p> | |
| <p>11. BAND STAFF
b. APPOINTMENTS
1. None</p> | |

12. COACHING STAFF

a. RESIGNATIONS

1. **Mr. Jamie Pisano**, Assistant Wrestling Coach, New Milford High School
Move that the Board of Education approve the resignation of **Mr. Jamie Pisano** as Assistant Wrestling Coach at New Milford High School effective September 17, 2019.

Personal Reasons

13. COACHING STAFF

b. APPOINTMENTS

1. **Ms. Tricia Blood**, Girls' Intramural Basketball Coach, Schaghticoke Middle School
Move that the Board of Education appoint **Ms. Tricia Blood** as Girls' Intramural Basketball Coach at Schaghticoke Middle School effective November 15, 2019.
2. **Mrs. Daniella Brooks**, Girls' and Boys' Intramural Fall Fitness Coach, Sarah Noble Intermediate School
Move that the Board of Education appoint **Mrs. Daniella Brooks** as Girls' and Boys' Intramural Fall Fitness Coach at Sarah Noble Intermediate School effective October 16, 2019.
3. **Mrs. Daniella Brooks**, Grade 5 Girls' and Boys' Intramural Basketball Coach, Sarah Noble Intermediate School
Move that the Board of Education appoint **Mrs. Daniella Brooks** as Grade 5 Girls' and Boys' Intramural Basketball Coach at Sarah Noble Intermediate School effective November 21, 2019.
4. **Mr. Rob Hibbard**, Boys' Intramural Basketball Coach, Schaghticoke Middle School
Move that the Board of Education appoint **Mr. Rob Hibbard** as Boys' Intramural Basketball Coach at Schaghticoke Middle School effective November 15, 2019.
5. **Mr. Rob Hibbard**, Girls' Interscholastic Basketball Coach, Schaghticoke Middle School
Move that the Board of Education appoint **Mr. Rob Hibbard** as Girls' Interscholastic Basketball Coach at Schaghticoke Middle School effective November 15, 2019.

2019-2020 Stipend: \$992

Current Staff Member

2019-2020 Stipend: \$1985

Current Staff Member

2019-2020 Stipend: \$1985

Current Staff Member

2019-2020 Stipend: \$992

Current Staff Member

2019-2020 Stipend: \$1985

Current Staff Member

6. Mr. David Mumma, Girls' and Boys' Intramural Fall Fitness Coach, Sarah Noble Intermediate School <u>Move</u> that the Board of Education appoint Mr. David Mumma as Girls' and Boys' Intramural Fall Fitness Coach at Sarah Noble Intermediate School effective October 16, 2019.	2019-2020 Stipend: \$1985 Current Staff Member
7. Mr. David Mumma, Grade 5 Girls' and Boys' Intramural Basketball Coach, Sarah Noble Intermediate School <u>Move</u> that the Board of Education appoint Mr. David Mumma as Grade 5 Girls' and Boys' Intramural Basketball Coach at Sarah Noble Intermediate School effective November 21, 2019.	2019-2020 Stipend: \$1985 Current Staff Member
8. Mr. David Mumma, Boys' Interscholastic Basketball Coach, Schaghticoke Middle School <u>Move</u> that the Board of Education appoint Mr. David Mumma as Boys' Interscholastic Basketball Coach at Schaghticoke Middle School effective November 15, 2019.	2019-2020 Stipend: \$1985 Current Staff Member
14. LEAVES OF ABSENCE	
1. Mrs. Stephanie Fletcher, Special Education Teacher, New Milford High School <u>Move</u> that the Board of Education approve an unpaid leave of absence for Mrs. Stephanie Fletcher from October 29, 2019 through April 8, 2020.	Unpaid Leave of Absence
2. Mrs. Ann O'Leary, Special Education Teacher, Northville Elementary School <u>Move</u> that the Board of Education approve an unpaid leave of absence for Mrs. Ann O'Leary from October 4, 2019 through a date to be determined.	Unpaid Leave of Absence
3. Mrs. Katherine Sheikh, Elementary Teacher, Sarah Noble Intermediate School <u>Move</u> that the Board of Education approve an unpaid leave of absence for Mrs. Katherine Sheikh from November 13, 2019 through the end of the 2019-2020 school year.	Unpaid Leave of Absence

THE FOLLOWING ITEMS CAN BE FOUND ON THE OPERATIONS WEB PAGE UNDER OCTOBER 8, 2019

<http://www.newmilfordps.org/Default.asp?PN=MeetingSchedule&L=2&DivisionID=16980&DepartmentID=18012&LMID=754371>

10. DISCUSSION AND POSSIBLE ACTION

- B. Monthly Reports
 - 1. Budget Position
 - 2. Purchase Resolution: D-727
 - 3. Request for Budget Transfers
- C. Gifts and Donations
 - 1. PTO – Exhibit B
- D. Approval of Authorized Signatures Change Form for ED-099 Agreement for Child Nutrition Programs

THE FOLLOWING COMMITTEE ON LEARNING ITEMS CAN BE PREVIEWED IN THE OFFICE OF THE ASSISTANT SUPERINTENDENT

10. DISCUSSION AND POSSIBLE ACTION

- G. Approval of the Following Curricula
 - 1. Grade 3 Health
 - 2. Grade 4 Health
 - 3. Grade 5 Health
 - 4. Health II
 - 5. AP Spanish Language and Culture
 - 6. AP French Language and Culture

**RECOMMENDED FOR REVISION AND
APPROVAL AT INITIAL BOARD PRESENTATION**

Language in **RED** constitutes an addition

4118.112

4218.112

COMMENTARY: Public Act 19-16 and Public Act 19-93 were passed in response to the national “#metoo” movement and are jointly referred to as Connecticut’s “Time’s Up Act.” Together these acts make a number of significant changes to Connecticut’s state sexual harassment laws all of which become effective October 1, 2019. The new acts give expanded legal authority to the Connecticut Commission on Human Rights and Opportunities (“CHRO”) which is the state agency responsible for addressing discrimination issues. Many of these changes are beyond the scope of this policy and the accompanying regulation, but are important to note. For instance, the CHRO statute of limitations periods will be extended from 180 to 300 days and the CHRO will now have the explicit authority to award employees attorneys’ fees and punitive damages. This will likely make CHRO complaints – whether meritorious or not – much more expensive for employers to defend and/or settle.

Additionally, the combined acts also make various changes that impact the Board’s policy and regulation. First, the acts explicitly define the term “corrective action” and provide that an employer may not take immediate corrective action in response to a sexual harassment complaint (e.g. relocating an employee, changing his/her work schedule, etc.) unless the employee who brought the complaint gives written consent. In the absence of such consent, the employer may defend a corrective action if it is reasonable and not detrimental to the complaining employee.

Secondly, the acts require all employers with three or more employees to email newly hired employees a copy of the employer’s sexual harassment policy (and any accompanying regulation) within three months of the new employee’s start date. The new legislation goes into extensive detail on what must be included in an employer’s policy and the communication to the employee, even going so far as to say that the email must include the subject line “Sexual Harassment Policy or words of similar import.” Sexual harassment policies must include information regarding the remedies available for sexual harassment. Notably, the new legislation required the CHRO to develop an internet web page concerning sexual harassment and the remedies available for sexual harassment, which can be cited in the email to new employees in lieu of the employer’s policy. A reference to this web page is included within the policy and legal recommends emailing the Board’s policy and regulation to all new employees, instead of just the CHRO page.

The new legislation also amends existing law with respect to employer sexual harassment training requirements. Under current law, supervisory employees who work for employers with 50 or more employees are required to undergo a two hour sexual harassment training within six months of hire or within six months of assuming a supervisory position. The new law amends this requirement to provide that all employees of employers with three or more employees must undergo sexual harassment training by October 1, 2019 (unless they already received such training after October 1, 2018) or within six months of hire. The new law further requires periodic supplemental training at least once every ten years thereafter. The CHRO is responsible for developing a video “or other interactive method of training and education” that satisfies this training requirement for employers.

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

It is the policy of the New Milford Board of Education to maintain a working and learning environment that is free from sexual and other unlawful harassment. The Board will not tolerate the harassment of any applicant, employee, independent contractor, volunteer, student or visitor based on sex, sexual orientation, gender identity or expression, race, color, religion, national origin, ancestry, marital status, age, disability, genetic information or status as a veteran. All forms of harassment are prohibited whether verbal, physical or visual, and regardless of the medium through which it occurs. Such harassment violates Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 and/or the Connecticut Fair Employment Practices Act.

This policy prohibits sexual and other unlawful harassment by employees, teachers, administrators, Board members, volunteers, and others contractually or otherwise under the control of the school system. It also protects against harassment by any third person who is on school premises, at a school workplace or who otherwise comes in contact with school personnel in connection with their employment at the school system.

Definition of Unlawful Harassment

Unlawful harassment means unwelcome and offensive conduct that has the purpose or effect of unreasonably interfering with an employee's performance and/or employment opportunities or that is sufficiently severe, pervasive or persistent so as to create an intimidating, hostile or offensive working environment. All forms of harassment are prohibited whether verbal, written, visual or physical and regardless of the medium through which it occurs.

Definition of Sexual Harassment

Unwelcome sexual advances, requests for sexual favors and other inappropriate verbal, non-verbal or physical conduct of a sexual nature constitute sexual harassment when:

- Submission to the conduct is made either explicitly or implicitly a term or condition of an individual's employment;
- Submission to or rejection of the conduct by an individual is used as the basis of employment decisions affecting the individual;
- The conduct has the purpose or effect of substantially interfering with an individual's work performance, and/or is sufficiently severe, pervasive or persistent that it creates an intimidating, hostile or offensive work environment; or

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

- Such conduct constitutes sexual harassment whether or not a threat of adverse job consequences is carried out and whether or not the employee actually suffers any tangible adverse job consequences.

Sexual harassment includes a wide range of behaviors - from pressure or requests for sexual activities to unwelcome sexual comments and innuendo to verbal abuse of a sexual nature. Unwelcome sexual flirtations and advances, offensive touching of an individual, graphic or verbal commentaries about an individual's body, sexually degrading words used to describe an individual, and displays in the work place of sexually suggestive objects or pictures are some of the additional behaviors that constitute sexual harassment. Behavior appropriate in a social setting may not be appropriate in the school and work environment. Sexual harassment may be subtle and even unintentional. It may be directed towards members of the opposite or same sex.

Definition of Corrective Action

Corrective action means actions taken by an employer in response to an employee's claim of sexual harassment. Corrective action may include but is not limited to, employee relocation, assigning an employee to a different work schedule or other substantive changes to an employee's terms or conditions of employment.

The District shall not take immediate corrective action that modifies the conditions of a complaining employee's employment unless such employee agrees, in writing, to any modification of the terms of employment, or the District determines that such corrective action is reasonable and not of detriment to the employee who has brought a complaint of sexual harassment.

Examples of Sexual Harassment

While an exhaustive list is not possible, the following are examples of specific conduct that violate the law and policy and which, if severe and pervasive, constitute sexual harassment. In each case, such a determination will depend upon the totality of the circumstances, including the severity of the conduct and its pervasiveness. Sexual harassment includes, but is not limited to:

- Suggestive or obscene letters, notes, all electronic messages, voice mail messages, invitations, derogatory comments, slurs, jokes, epithets, touching, impeding or blocking movement, leering, gestures, noises, pulling at clothes, display of sexually suggestive objects, pictures or cartoons, sexual assault, attempted sexual assault;
- Continuing to express sexual interest after learning of or being informed that the interest is unwelcome;

4118.112(c)

4218.112(c)

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

- Coercive sexual behavior used to control, influence, or affect the career, salary and/or work environment of another employee, such as threats of reprisal, implying or withholding support for an appointment, promotion, transfer, or change of assignment;
- Discussion of one's own sexual activities or inquiries into others' sexual experiences;
- Suggesting a poor performance evaluation will be prepared or that a probationary period of employment will not be completed successfully;
- The creation of an atmosphere of sexual harassment or intimidation, or a hostile or offensive working environment; and
- Inappropriate attention of a sexual nature.

Remedies Available to Address Sexual Harassment

Victims of sexual harassment may have a number of remedies available to them including, but not limited to: cease and desist orders, back pay, compensatory damages, hiring, promotion or reinstatement.

Relationships at the Workplace

Sexual or romantic relationships between employees and students are strictly prohibited whether or not they constitute sexual harassment as defined in this policy. In addition, those working for the school system, and especially those in position of authority, should be sensitive to the questions about mutuality of consent that may be raised, and to the conflicts of interest that may exist, in personal relationships with other school personnel.

Examples of Other Unlawful Harassment

Unwelcome speech or conduct of an offensive or hostile nature based on an individual's race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, genetic information or status as a veteran is also prohibited by this policy. Examples of such unlawful harassment include, but are not limited to, the following:

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

- Intimidation and implied or overt threats of physical violence or physical acts of aggression or assault upon another or damage to another's property that is motivated by race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, genetic information, status as a veteran or any other basis prohibited by local, state and federal law;
- Depending upon the circumstances and context, demeaning jokes, taunting, slurs, derogatory nicknames, innuendos or other negative or offensive remarks relating to an individual's race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, genetic information, status as a veteran or any other basis prohibited by local, state and federal law;
- Depending upon the circumstances and context, graffiti, slogans, or visual displays such as cartoons, graphics or posters depicting slurs or derogatory sentiments relating to an individual's race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, genetic information, status as a veteran or any other basis prohibited by local, state and federal law.

Complaint Procedure

All members of the school community are responsible for helping to assure that sexual and other unlawful harassment is avoided. Any person who has observed or otherwise becomes aware of the conduct prohibited by this policy should bring the matter to the immediate attention of the Title IX Coordinator. The District's Title IX Coordinator is:

Ellamae Baldelli
Director of Human Resources
50 East Street
New Milford, CT 06776
860-210-2200

Supervisors and administrators who become aware of possible violations of this policy and fail to report them may be subject to discipline.

The Superintendent of Schools is authorized to develop and maintain regulations establishing a complaint procedure for reporting violations of this policy. Any person who feels he or she has been harassed or victimized in violation of this policy should process a complaint in accordance with the Complaint Procedure described in the accompanying regulations.

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

All complaints will be promptly investigated in as confidential a manner as practical and appropriate corrective action will be taken when warranted. Any employee, volunteer or other individual under the control of the school system who is determined after an investigation to have engaged in harassment in violation of this policy will be subject to discipline, including possible dismissal. He or she may also be personally liable in any legal action brought against him or her.

District employees and job applicants who feel that they have been the victim of sexual or other unlawful harassment may also file a complaint with the Connecticut Commission on Human Rights and Opportunities ("CHRO"). More information concerning the illegality of sexual harassment, remedies available to the victims of sexual information and CHRO complaint filing procedures is available online at:

https://www.ct.gov/chro/lib/chro/Sexual_Harassment_Flyer.pdf

Retaliation

Retaliation against an individual because she or he has reported harassment or has cooperated in an investigation of alleged harassment is a violation of Board policy and state and federal law. Such retaliation is a form of harassment and will be handled in the same manner as other forms of unlawful harassment.

Responsibilities of the Title IX Coordinator

The Title IX Coordinator is responsible for the following:

1. Ensuring that all complaints of unlawful harassment are investigated in a prompt and objective manner;
2. Ensuring the school district's compliance with various statutory record keeping, notice and training requirements in the area of harassment. This includes the requirement of posting in a prominent and accessible location information concerning the illegality of sexual harassment and remedies available to victims of sexual harassment;
3. Reviewing the Board's policy on harassment and these accompanying administrative regulations periodically for appropriate updating, and monitoring them on an on-going basis for effective implementation;
4. Ensuring that the Board's policy and administrative regulations are distributed to all employees annually;

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

5. Ensuring that the definition of "harassment" as well as the process by which any person may make a complaint of sexual, racial or other unlawful harassment is part of the orientation for all employees at the start of the school year and new employees during the school year;
6. Ensuring employees are aware of who is serving as Title IX Coordinator for personnel for the District and how he or she may be reached.

Sexual Harassment Training for Administrators and Supervisory Employees

~~Administrators and others with supervisory responsibilities~~ All district employees must attend a two-hour, school-sponsored sexual harassment training program ~~within six months of assuming such position with the school district and thereafter when required by the school district.~~ Such training shall include, at minimum, a description of the state and federal laws prohibiting sexual harassment, the definition of sexual harassment, a discussion of the types of conduct that may constitute sexual harassment, a description of the remedies available in such cases, a discussion of strategies to prevent sexual harassment and the warning that individuals who commit acts of sexual harassment may be subject to civil and criminal penalties.

Such training shall be provided to all existing employees by October 1, 2020, except that employees who received such training after October 1, 2018 shall not be required to attend such training a second time. Any new employee hired on or after October 1, 2019 shall receive such training not later than six months after his or her date of hire. All employees shall receive periodic supplemental training at least once every ten years after attending their initial sexual harassment training program.

Dissemination of Policy

A copy of this policy and its accompanying administrative regulation, ~~or appropriate summary shall be periodically distributed to all employees.~~ shall be emailed to all employees who have been assigned a New Milford Public Schools' email account and all employees who have not been assigned a New Milford Public Schools' email account but who have provided the District with a personal email account. Such email correspondence shall be sent by the District within three months of the employee's start date. A copy of this policy and its accompanying administrative regulation shall also be accessible via the District's website.

Personnel -- Certified/Non-Certified

Sexual and Other Unlawful Harassment

Legal References:

Connecticut General Statutes

10-153 Discrimination Based on Marital Status
46a-54(15) Commission powers
46a-60(a) Connecticut Fair Employment Practices Act
46a-81c Sexual Orientation Discrimination- Employment
Public Act 19-16 An Act Combatting Sexual Assault and Sexual Harassment
Public Act 19-93 An Act Concerning Sexual Harassment and Sexual Assault
R.S.C.A. 46a-54-200 through 46a-54-207

United States Code

20 U.S.C. 1681 Title IX of the Education Amendments of 1972
29 U.S.C. 623 Age Discrimination in Employment Act
29 U.S.C. 794 Section 504 of the Rehabilitation Act of 1973
42 U.S.C. 2000d and 2000e Titles VI and VII of the Civil Rights Act of 1964
42 U.S.C. 2000ff Genetic Information Nondiscrimination Act of 2008
42 U.S.C. 6101 Age Discrimination Act of 1975
42 U.S.C. 12101 Americans with Disabilities Act
29 C.F.R. 1604.11 EEOC Guidelines on Sexual Harassment

Policy adopted: December 9, 2003
Policy revised: November 7, 2005
Policy revised: June 14, 2011
Policy revised: October 11, 2011
Policy revised: May 12, 2015
Policy revised: February 27, 2018

NEW MILFORD PUBLIC SCHOOLS
New Milford, CT

**RECOMMENDED FOR REVISION AND
APPROVAL AT INITIAL BOARD PRESENTATION**

Language in **RED** constitutes an addition

COMMENTARY: Public Act 19-95 grants certain employment protections to members of the "Civil Air Patrol" – the official auxiliary unit of the United States' Air Force. Civil Air Patrol service members can be called upon to help military and law enforcement units in search and rescue and disaster relief support missions. An existing federal law – the Uniformed Services Employment and Reemployment Rights Act (USERRA) gives military reservists and others various employment protections including the right to reemployment upon return from service, eligibility to continue health insurance benefits, etc. USERRA does not apply to Civil Air Patrol members so the Act is designed to offer individuals who are members of the Civil Air Patrol with employment benefits similar to USERRA.

**4155
4255**

Personnel - Certified/Non-Certified

Military Leave

Military leaves of absences are provided by the New Milford Board of Education as required by the federal Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA) ~~and~~, sections 10-156c, 10-156d, 7-462(a), 27-33a of the Connecticut General Statutes, **and Public Act 19-95**. The Board's policy and the corresponding regulation shall be interpreted to comply with those laws.

The school administration shall encourage employees to contact the Director of Human Resources if they have any questions regarding the Board's Military Leave policy and administrative regulations.

Legal References: 38 U.S.C. §§4301-4333 (The Uniformed Services Employment and Reemployment Rights Act of 1994, as amended)
C.G.S. §10-156c (Reserve Corps Field training for Teachers)
C.G.S. §10-156d (Teachers Serving in the Armed Services)
C.G.S. § 7-462(a) (Municipal and School Employees Serving in the Armed Services)
C.G.S. § 27-33a (Military Reserve and National Guard Meetings and Drills)
Public Act 19-95 An Act Concerning Employment Protection for Members of the Civil Air Patrol.

Policy adopted: December 9, 2003
Policy revised: October 18, 2005
Policy reviewed: February 24, 2015

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FOR FIRST REVIEW

COMMENTARY: The policy language closely tracks a statute in the criminal code – Conn. Gen. Stat. § 53a-217b – that concerns possession of a weapon on school grounds. The law specifies certain categories of people who can legally possess a firearm on school grounds. For instance, hunters traversing school property to get to a hunting area may carry unloaded firearms on school property. Also, motor vehicle inspectors are expressly allowed to carry firearms on school property.

Notably, the law permits “peace officers” to carry on school grounds while engaged in the performance of their duties. State and local police, corrections officers, judicial marshals, etc. are considered “peace officers”. The key part of the law here is that a peace officer is only allowed to carry a firearm on school grounds if carrying on school grounds is in the performance of their duties. An off-duty police officer picking their son or daughter up from school who has their firearm on them would technically be breaking the law and the policy (if they carried in knowing violation of the law). The same would apply to a retired police officer, but it should be noted that a retired police officer or other official who is working as a security guard and has a license to carry a firearm would not be violating the law or the policy because carrying the weapon would presumably be pursuant to an agreement to serve as a security guard.

Public Act 19-108 makes a technical change that designates certified Department of Motor Vehicle vehicle inspectors as “peace officers” for purposes of Conn. Gen. Stat. § 53a-3. As a result of this change, it is appropriate to remove the specific reference to motor vehicle inspectors below and replace it with the reference to “peace officers.” The new law becomes effective October 1, 2019.

1700(a)

Community Relations

Possession of Firearms on School Property Prohibited

The New Milford Board of Education prohibits all persons who are in possession of a firearm from entering school property, except those persons specifically authorized to do so by state or federal law and in accordance with the provisions of this policy. This prohibition includes individuals who are otherwise in lawful possession of an unloaded firearm and traversing school property for the purpose of gaining access to lands open to hunting or other lawful purposes. The prohibition does not apply to ~~police officers on duty ; or~~ **on duty peace officers as that term is defined under Subdivision (9) of Section 5a-3 of the General Statutes, or to on duty** qualified school resource officers who are authorized by the Board to carry a weapon in furtherance of their duties ~~or state motor vehicle inspectors while engaged in performance of their official duties.~~

Students are prohibited by the Board of Education from possessing firearms for any reason, whether otherwise lawful or not, in or on the real property comprising the public or private elementary or secondary school or at a school sponsored activity as defined in Subsection (h) of Section 10-233a.

Community Relations

Possession of Firearms on School Property Prohibited

(cf. 5114 - Suspension/Expulsion/Exclusion/Removal)

Legal Reference: Connecticut General Statutes

29-28 Permit for sale at retail of pistol or revolver. Permit to carry a pistol or revolver. Confidentiality of name and address of permit holder.

29-33 Sale, delivery or transfer of pistol and revolvers. Documentation requirements. Waiting period. Exempted transactions. Penalty.

53a-3 Definitions.

53a-217b Possession of a weapon on school grounds. Class D felony.

~~Public Act 16-55: An Act Concerning Recommendations by the Department of Motor Vehicles Regarding Hazardous Materials, Car Dealers, Electronic Registration, Student Transportation Vehicle Operators, Diversion Programs, Motor Vehicle Inspectors and Minor Revisions to the Motor Vehicle Statutes~~

Public Act 19-108 An Act Concerning Motor Vehicle Inspectors as Peace Officers

Policy adopted:
Policy revised:
Policy revised:

May 7, 2001
May 13, 2014
October 18, 2016

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FOR FIRST REVIEW

COMMENTARY: The Americans with Disabilities Act (“ADA”), Section 504 of the Rehabilitation Act of 1973 (“Section 504”) and the Individuals with Disabilities Education Act (“IDEA”) all permit disabled individuals (students, employees and community members) to bring “service animals” into the school setting in certain circumstances and subject to certain restrictions. A service animal is ordinarily a trained dog; however, the ADA regulations also permit “miniature horses” to act as service animals (that is not a misprint).

Section III below includes voluntary provisions concerning non-service animals. The Board should determine if these provisions are appropriate.

The ADA, Section 504 and the IDEA do not require that school districts allow students, staff or community members to bring “emotional support animals” to school. Emotional support animals provide emotional support and comfort to their owners, but do not assist their owners with daily tasks. There are various emotional support animal certifications available on-line and elsewhere, but they do not carry the same weight as service animal certifications. Any animal can be an emotional support animal, but generally only dogs act as service animals.

Whether or not emotional support animals should be permitted on school property is up to the Board. There is no legal requirement that such animals be allowed and no prohibition against it. However, in making the decision on this issue the Board should be mindful of possible liability concerns and the potential for opening a Pandora’s Box to all sorts of emotional support animal situations.

1800(a)

Community Relations

Animals on School Property

Due to health, safety, sanitation and classroom disruption concerns, the New Milford School District does not permit animals on school grounds except in accordance with this policy.

I. In General

Animals are permitted on school property when (1) permitted by law (e.g., service animals, law enforcement animals), or (2) when approved by the Superintendent of Schools or his or her designee. When making decisions regarding the admission of animals on school property, the Superintendent or designee shall consider the impact on educational programing and take into consideration the type of animal, the threat to students who may have allergies, and the safety of the students. Animals permitted on school property must be immunized against diseases common to the specific type of animal and proof of immunization must be provided upon request.

Community Relations

Animals on School Property

II. Service Animals

An individual with a disability is permitted to be accompanied by a service animal on school property as required by law, subject to the conditions of this policy.

A “service animal” means a dog (regardless of breed or size) or miniature horse that has been individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. The work or tasks performed by a service animal must be directly related to the individual’s disability. The provision of emotional support, comfort or companionship are not “work or tasks” for purposes of this policy.

A. Requirements That Must Be Satisfied Before A Service Animal Will Be Permitted On School Property

Request: A student, staff member or community member who needs to be accompanied by a service animal on school property in order to accommodate his or her disability should notify the Superintendent of Schools or his or her designee before the animal is brought onto school property. The Superintendent or his or her designee may then ask whether the animal is required because of a disability and what work or tasks the animal has been trained to perform unless the work or tasks the animal is trained to perform are readily apparent.

Once the Superintendent or designee has received such notification, he or she will notify appropriate District personnel and vendors (school principal, bus company, etc.) of the presence of the service animal. Such requests should be renewed each school year.

Health and Vaccination: The service animal must be in good health and must be vaccinated and immunized against diseases common to that type of animal. All service animals must be kept free from fleas, ticks and other pests. Each school year the owner or handler of the animal must submit to the Superintendent or his or her designee a current veterinary health certificate and documentation from a licensed veterinarian that verifies that the service animal’s vaccinations and immunizations are current.

Control: A service animal must be under the control of his or her handler at all times. The service animal must have a harness (for guide dogs), a backpack, a vest identifying the dog as a trained service dog, a leash (blaze orange in color) for hearing dogs, or other tether unless either the handler is unable because of a disability to use a harness, backpack, vest, leash, or other tether, or the use of a harness, backpack, vest, leash, or other tether would interfere with the service animal’s safe, effective performance of work or tasks, in which case the service animal must be otherwise under the handler’s control.

Community Relations

Animals on School Property

B. Miniature Horses

The District will make reasonable modifications to its policies, practices, and procedures to permit the use of a miniature horse by an individual with a disability if the miniature horse has been individually trained to do work or perform tasks for the benefit of the individual with a disability. In determining whether reasonable modifications to any policies, practices, and procedures should be made to allow a miniature horse into a specific facility, the District shall consider the following factors:

1. The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
2. Whether the handler has sufficient control of the miniature horse;
3. Whether the miniature horse is housebroken; and
4. Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.

All additional requirements outlined in this policy, which apply to service animals, shall apply to miniature horses.

C. Supervision and Care of Service Animals

The owner or handler of a service animal is responsible for the supervision and care of the animal, including any feeding, exercising, and clean up. However, these issues may be addressed by the 504 PPT team where appropriate based on the individual needs of a student.

D. Damages to School Property

The owner or handler of a service animal shall be held solely responsible in the event that a service animal damages or destroys school property or causes injury to personnel, students, or others.

E. Removal of Service Animals from School Property

The Superintendent of Schools or his or her designee may require an individual with a disability to remove a service animal from school property under the following circumstances:

1. The animal is out of control and the animal's handler does not take effective action to control it;

Community Relations

Animals on School Property

2. The animal is not housebroken;
3. The presence of the animal poses a direct threat to the health or safety of others; or
4. The presence of an animal would require a fundamental alteration to the service, program, or activity of the school division.

If the service animal is removed, the individual with a disability shall be provided with the opportunity to participate in the service, program, or activity without the service animal.

F. Health and Safety Concerns

If the presence of the service animal poses a health or safety risk to another member of the school community, as documented by a medical practitioner, the District will weigh the needs of all the parties and put together a plan to provide reasonable accommodations. Such accommodations may include the transfer of one of the individuals, or the exclusion of the service animal if the animal's presence poses an unwarranted threat to the health, safety and well-being of anyone who will come in contact with the service animal. Generally, allergies that are not life threatening are not a valid reason for prohibiting the presence of a service animal.

III. Non-Service Animals

A. The Use of Animals for Instructional Purposes

A non-service animal may be brought onto school grounds for instructional purposes where the presence of the animal directly supports learning strategies or the achievement of the objectives of an approved educational program. Under no circumstances shall animals that pose actual or potential safety risks and health risks to students and employees be allowed in schools or classrooms.

The following protocols must be met before an animal or animals may be brought onto school grounds for instructional purposes:

1. The appropriate building principal must approve the use of the animal for instructional purposes;
2. Prior to allowing the animal on school grounds, steps are taken to ensure that students and employees are not allergic to the presence of the animal or animals, and that the animal(s) will present no physical danger to students or employees, and that the animal(s) are free from any disease or parasite;

Community Relations

Animals on School Property

3. Prior to introducing any animal into classrooms or using any animal as part of the educational program, teachers shall make all efforts to ensure that students receive instruction in the proper care and handling of animals;
4. When animals are allowed in schools and classrooms, they shall be housed in suitable, sanitary, self-contained enclosures appropriate to the size of the animal. Animals shall not be allowed to roam freely in the classroom or school;
5. The sponsor of any animal must ensure that the animal's enclosure(s) is kept in a sanitary condition and that waste is properly disposed of.

B. Animals Brought onto School Grounds by Vendors

Outside vendors, contractors, or providers ("vendors") offering to bring animals onto school property to enhance educational programs must provide the District with the following prior to bringing any animals onto school property:

1. A Certificate of Insurance evidencing the vendor's insurance coverage in connection with the animal(s), including commercial general liability ("CGL") insurance policy coverage in the amount of \$1,000,000 per occurrence and \$2,000,000 general aggregate naming the New Milford Board of Education and the Town of New Milford, and their elected officials, employees, agents and volunteers as additional insureds.
2. An indemnification agreement in which the vendor agrees to indemnify, defend and hold harmless the New Milford Board of Education and the Town of New Milford, and their elected officials, employees, agents and volunteers from any claims, damages, suits, actions, liabilities and costs of any kind or nature, including attorneys' fees, arising from or caused by the provision of any services, the failure to provide any services or the use of any services or materials furnished (or made available) by the vendor, provided that such liability is not attributable to the Town's or District's School sole negligence.

C. Pet Dogs on School Grounds

The New Milford School District shall post signs advising the public that no dogs are allowed on school property. If a dog is allowed to walk or roam on school grounds, the proper authorities will be called.

Community Relations

Animals on School Property

D. Unique Circumstances or Requests

Circumstances or requests requiring special consideration shall be reviewed by the Superintendent of Schools in consultation with appropriate District personnel.

Legal Reference:

42 U.S.C. § 12132 Americans with Disabilities Act (ADA)
28 C.F.R. § 35.130(b)(7) General Prohibitions Against Discrimination
28 C.F.R. § 35.136 Service Animals
28 C.F.R. § 36.104 Definitions

Policy adopted: _____

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut



NEW MILFORD PUBLIC SCHOOLS
Office of the Assistant Superintendent

50 East Street
New Milford, Connecticut 06776
(860) 354-3235 FAX (860) 210-2643

TO: Dr. Kerry Parker, Superintendent
FROM: Ms. Alisha DiCorpo, Assistant Superintendent
DATE: October 1, 2019
RE: Textbook Approval—Grade 11

AD

The textbook listed below has been on review by the Board of Education. I ask that you recommend adoption of this book by the Board at the October meeting.

United States History and Geography: Joyce Appleby Ph.D., Alan Brinkley, Ph.D., Albert Broussard, Ph.D., James McPherson, Ph.D., Donald Ritchie, Ph.D., Jay McTighe (McGraw-Hill) – Grade 11

This text will replace our current text with a copyright of 2001 and will be used by both College Prep and Honors students. This book focuses on big ideas built around essential questions, enduring ideas, and NCSS standards. It contains sections that help build critical thinking and historical analysis.

Cost of Book: \$87.09

Number of Copies Needed: 320

Total: \$27,868.80 (does not include shipping)

Approved Field Trips October 2019

<u>School</u>	<u>Grade/Dept.</u>	<u>Trip Date</u>	<u>Day(s) of the Week</u>	<u># of Students</u>	<u># of Adults</u>	<u>Destination</u>	<u>Subs</u>	<u>Student Cost</u>
NMHS	9-12	10/7/19	Monday	30	3	Math Team Woodland HS	0	\$0.00
NMHS	11-12	10/15/19	Tuesday	28	1	Pratt Nature Center (Pre-School program visiting Pre School)	1	\$5.00 (bus fee)
NMHS	10-12	10/22/19	Tuesday	40	2	Univ. of New Haven (DECA Conference)	2	\$45.00
NMHS	9-12	10/25/19	Friday	15	2	Univ. of Hartford (FBLA State Fall Leadership Conf.)	2	\$40.00
NMHS	10-12	10/30/19	Wednesday	22	1	Litchfield District Courthouse (Business Law)	1	\$15.00
NMHS	9-12	11/1/19-11/3/19	Friday-Sunday	15	2	FBLA Fall Leadership Conference Washington D.C.	2	\$500-\$600
NMHS	9-12	11/8/19	Friday	38	1	NES: Chorus Concert	1	\$0.00
NMHS	9-12	11/16/19	Saturday	8	1	Horace Greely HS (Team Waramaug)	0	\$0.00
NMHS	10-12	11/20/19	Wednesday	22	1	Litchfield District Courthouse (Business Law)	1	\$15.00
NMHS	11-12	11/22/19	Friday	28	1	Washington Montessori School (Early Childhood)	1	\$5.00 (bus fee)
NMHS	9-12	12/2/19	Monday	30	3	Math Team Brookfield HS	0	\$0.00
NMHS	9-12	2/3/20	Monday	30	3	Math Team Pomperaug HS	0	\$0.00
NMHS	9-12	5/1/20	Friday	70	16	Boston Ma (Chorus)	1	\$199.00

NEW MILFORD BOARD OF EDUCATION



ANNUAL REPORT **2018 – 2019**

NEW MILFORD PUBLIC SCHOOLS
50 East Street
New Milford, Connecticut 06776

NEW MILFORD BOARD OF EDUCATION

Mr. David A. Lawson, Chairperson

Mrs. Tammy McInerney, Vice Chairperson

Mrs. Angela C. Chastain, Secretary

Mrs. Eileen P. Monaghan, Assistant Secretary

Mr. Bill Dahl

Mr. Joseph Failla

Mrs. Wendy Faulenbach

Mr. Brian McCauley

Mr. J.T. Schemm

Board of Education Annual Report 2018 – 2019

The New Milford Public Schools served 3,968 students in PreK through grade 12 during the 2018-19 academic year with a staff of 361 teachers, 17 building administrators, and 220 support staff (non-certified staff). The operating budget for the New Milford Public Schools for 2018-2019 totaled \$63,010,586.

July 2018

- The Board participated in a workshop on July 17, 2018. Facilitated by Nick Caruso, CAFE Senior Staff Associate for Field Service, the workshop focused on the measurement of Board goals.
- At its regular meeting on August 17, 2018, the Board accepted the following donations:
 - IBM Research in the amount of \$1,300.00
 - Weston Public Schools in the amount of \$17,000.00
- ESS/Source4Teachers was approved by the Board as the firm to manage substitutes for the district.
- The Board approved an adjustment to the 2018-19 Board of Education Adopted Budget as recommended by the Superintendent.
- Superintendent Smith reported an update as requested by the Office of Civil Rights regarding ADA accessibility at New Milford High School.
- The Board regretfully accepted Mr. Joshua Smith's resignation as Superintendent of the New Milford Public Schools, effective July 13, 2018.
- The Board held a special meeting on July 23, 2018 to discuss the superintendent transition process and steps moving forward. The Board agreed to form and appoint members to an Ad Hoc Personnel Search Committee for the purpose of screening and interviewing candidates, and making a recommendation for, the position of Interim Superintendent of Schools.

August 2018

- The Board held a special meeting on August 2, 2018 at which they authorized the Chairperson of the Board of Education to execute an agreement with Stephen Tracy to serve as Interim Superintendent of Schools.
- At a special meeting on August 8, 2018, the Board appointed Patricia Corvello as Interim Hill and Plain Elementary School Principal, effective August 9, 2018. The Board approved a Memorandum of Understanding with the NMEA. They approved the proposed agreement with the Interim Superintendent of Schools.
- At a regular meeting on August 21, the Board approved the following policies:
 - 1000 Concept, Goals and Roles in Community Relations
 - 1112 News Media Relationships
 - 1112.5 Media Access to Students
 - 1120 Public Participation at Board of Education Meetings
 - 9321 Time, Place and Notification of Meetings
- The Board approved Changes to Signatories on District Accounts.

- Teachers returned August 24 with staff meetings and open houses held on August 28. The All Staff Convocation took place on August 27 followed by professional development.
- Students returned August 29.

September 2018

- **Mr. David Syzdek** was recognized as New Milford's Teacher of the Year for 2019.



New Milford Teacher of the Year David Syzdek

- New student representative **Craig Benvenuti** joined current representative Elizabeth Meskill.



Craig Benvenuti

- The Board approved revisions to the following policies:
 - 4111/4211 Recruitment and Selection
 - 4118.25/4218.25 Reporting Child Abuse and Neglect
 - 5141 Student Health Services
 - 5141.21 Administration of Medication
 - 5157 Use of Physical Force

- The following curricula were approved by the Board:
 - Computer Literacy
 - AP Computer Science Principles
- Tuition rates were established and approved for the 2018-2019 school year.
- The New Milford High School graduation date for 2019 was approved by the Board for Saturday, June 22, 2019 at 2:00 p.m.
- The Board approved a request to the Town that the Year End Balance for 2017-18, subject to final audit, go to capital reserve. The motion was amended to include a request that \$50,000 of the Year End Balance for 2017-18, subject to final audit, go for turf field replacement.
- The Board approved a request for capital reserve funds in the amount of \$92,000 to fund the HPS Oil Tank project.
- The Board discussed repair of the NMHS roof.
- The Board approved the addition of a Grade 2 teacher at Northville Elementary School.
- The Board Chair asked for volunteers to serve on an Ad-Hoc Committee for the superintendent search.
- The Board reviewed issues relating to condensation with the SNIS air conditioning system.

October 2018

- The Board held a special meeting on October 2, 2018 to approve funding for unanticipated additional costs associated with the oil tank project at Hill and Plain School, not to exceed \$70,000, and to make a request to the Town to take those funds from capital reserve.
- The Board held a workshop on October 16, 2018 to review and discuss district assessments.
- At its regular meeting, the Board recognized:
 - **NMPS Retirees Helen Crossen and Kathleen Lazzaro and**



NMPS Stars of the Month: **Michael Abraham** (not pictured), **Nicole DuVerger**, **Meredith Jaskolka**, **Christy Martin**, **Cortni Muir**, and **Christine Talarico**

- The Board accepted the following donation:
 - New Milford PTO in the amount of \$6,320.00
- The Board awarded the following bids:
 - Medical Advisor to Dr. Evan Hack
 - Lillis Oil Tank to ETT Environmental with the understanding that the Town would fund the project
- The Board approved activity stipend requests for Schaghticoke Middle School:
 - Robotics Club advisor
 - Writing Lab advisor
- The Board approved signatories for ED-099 Agreement for Child Nutrition Programs
- The Board approved the following curricula:
 - Digital Photography
 - Graphic Design
- The Annual Report of the Board for 2017-18 was distributed.

November 2018

- The Board held a workshop on November 20, 2018 to review and discuss district enrollment and staffing.
- At the Board's regular meeting, NMHS Counselor Rob Nathan and junior class facilitators Tiffany Dessureau, Bridget Fedigan and Alyssa Lombardo spoke about the NAMES program for sophomores, which has taken place annually at NMHS for the past seventeen years. The program, sponsored by the ADL focuses on building connections among students.
- The Board of Education recognized the following:



Commended Student - 2019 National Merit Program:
NMHS student **Sean Murphy**



NMPS Stars of the Month: **Samantha Gati-Tisi, Jenna Giudice, Nicole Heering, Margaret Jones, Colleen Peterson, and Jennifer (Missy) Smith**

- The Board entered executive session to discuss negotiations with respect to collective bargaining health insurance; reopener negotiations with respect to collective bargaining with the teachers' union; and invited into the session Dr. Stephen Tracy, Ms. Ellamae Baldelli, Mr. Anthony Giovannone and Mayor Pete Bass.
- The Board accepted the settlement reached with the teachers' union re: reopener negotiations, as recommended by the Board's negotiating team, and gave approval for the Board Chair to execute the revised collective bargaining agreement.
- The Board gave approval for the implementation of the New Milford Substance Abuse Prevention Council Survey and for the requested donation of \$1,000.
- The Board accepted the following donations:
 - New Milford PTO in the amount of \$3,300.00
 - CAS/CIA in the amount of \$1,000.00
- The Board awarded the following bids:
 - SNIS Oil Tank to ETT Environmental with the understanding that the Town would fund the project
 - Special Transportation Services for a three year period to EdAdvance and CT Transportation Solutions
- The Board approved the following grant:
 - Pre-K/Kindergarten Transition Initiative Grant from the CT Community Foundation in the amount of \$1,875.00
- The Board approved activity stipend request for New Milford High School:
 - Assistant Director for the All School Musical
- Policies 1250 Visits to the Schools and 1321 Public Performances by Students were submitted for First Review.
- The Board approved motions to request that the Mayor and Town Council acquire the necessary funding to replace the roofs at New Milford High School and Sarah Noble

Intermediate School, and schedule the work in coordination with the Board of Education, to meet the deadline for the next bonding cycle of 2019.

- The Board approved a request to the Town that the 2016-17 liability accrued for the school calendar grievance in the amount of \$371,223.00, go to capital reserve.

December 2018

- The Board held a special joint meeting on December 6, 2018 with the Town Council and Board of Finance to discuss town and school district health insurance. At the meeting, the Board approved a motion to authorize the Board's negotiating team to offer union exclusive bargaining agents the option of executing an MOU to change insurance plans to the State Partnership Plan 2.0 (SPP 2.0).
- On December 11, 2018, the Board held a special meeting to hear presentations regarding superintendent search consulting services and chose the firm Hazard, Young, Attea and Associates to provide services for New Milford Public Schools.
- The Board held its Annual meeting and elected the following officers:
 - Chairperson – **Mr. David A. Lawson**
 - Vice Chairperson – **Mrs. Tammy McInerney**
 - Secretary – **Mrs. Angela C. Chastain**
 - Assistant Secretary – **Mrs. Eileen P. Monaghan**
- At its regular meeting, the Board recognized:



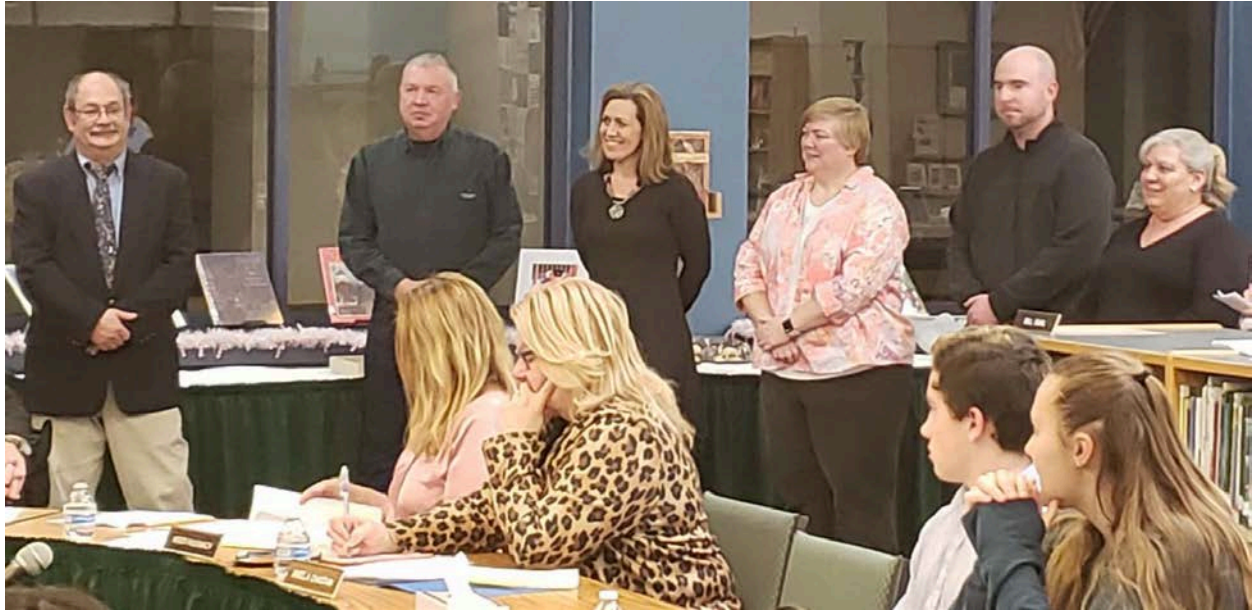
Peace Poster Contest winner:
SMS student **Brinett Rodriguez**



VFW Patriot's Pen Essay Contest winner
SMS student **Kathryn McDonagh**



New Milford Public Schools Retiree:
Diane Witkoski



NMPS Stars of the Month: **Lori Cerra, Stewart Day, Virginia Landgrebe, Heather Morin, Kevin Tolman and Angela Tufts** (not pictured)

- The Board accepted the following donation:
 - New Milford PTO in the amount of \$1,125.00
- The Board awarded the following bids:
 - Special Education School-Based Occupational Therapy Services for a three year period to Integrated Pediatrics
 - Special Education School-Based Physical Therapy Services for a three year period to Integrated Pediatrics and Debbie Myhill
- The Board approved activity stipend requests for Sarah Noble Intermediate School:
 - Kindness Club
 - Creative Writing/Journalism Club
- Policies 1250 Visits to the Schools and 1321 Public Performances by Students were submitted for Second Review
- The Board moved to rescind the motion and Board action taken at the November 20, 2018 meeting requesting of the Town that the 2016-17 school calendar grievance liability funds go into capital reserve; and to authorize the Town to place the 2016-17 school calendar grievance liability funds into the Town's general fund, as permitted by law.
- There was a lengthy discussion about the possible bonding by the Town of the high school and SNIS roofs.
- The Board entered executive session in order to discuss: negotiations with respect to collective bargaining with the secretaries' union; an Agreement with the Interim Superintendent of Schools; and to invite into the session Dr. Stephen Tracy, Ms. Ellamae Baldelli, and Mr. Anthony Giovannone.
- The Board moved to accept the settlement reached with the secretaries' union, as recommended by the Board's negotiating team, and for the Board Chair to execute the revised collective bargaining agreement.

- The Board moved to authorize the Chairperson of the Board of Education to execute an agreement with Dr. Stephen Tracy as Interim Superintendent of Schools, based upon the terms discussed in executive session and subject to any further necessary legal review.

January 2019

- The Board held a special meeting on January 8, 2019 for an orientation from Hazard, Young, Attea and Associates consultants regarding the superintendent search. At the meeting, the Board approved a motion to appoint the Board of Education in its entirety as the Superintendent Search Committee.
- The Board of Education conducted three evenings of hearings and adopted a budget on the fourth night for the 2019-2020 school year in the amount of \$64,642,589.
- At the meeting on January 31, 2019, the Board recognized:



NMPS Stars of the Month: **Ashley Dovale, Elizabeth Pitcher, Cheryl Reiner** (not pictured), **Marney Roberts, Gretchen Rondini, and Daniel Savo**

February 2019

- The Board recognized the following students and staff:
 - National Geographic Geography Bee: SMS student **Connor Sterling**



BOE Chair David Lawson with Connor and SMS Social Studies teacher Tracy Olmsted (in background)

- NMPS Stars of the Month: **Sara Filogomo, Amelia Lakoff Paquette, Barbara Marques, Jennifer Merriam, Donna Urban, and Annetta Volinski**



- The Board met in executive session to discuss a student matter and resolution.
- The Board approved the appointment of **Anthony Tomah** as Director of Technology.
- The Board of Education accepted the following Gift:
 - New Milford PTO in the amount of \$16,649.00
- The Board approved the following policies:
 - 1250 Visits to the Schools
 - 1321 Public Performances by Students
 - 5141.21 Administration of Medication
- The Board approved the following curricula:
 - Health 1
 - Sports Medicine
 - Allied Health
- The Board authorized up to \$18,000 for additional IEP/paraeducator support for Northville Elementary School.

March 2019

- The Board recognized the following students and staff:
 - The Board recognized **SMS chorus students Hannah Hallacker, Leah Lawson, Riley Mahon, Diya Sukumaran and Cassandra Williams; SMS instrumental**

students Irene Chen, Charles Greiner, Madison Jewell, Evan Klimowich, Gabriel Larsen, Stella Mahlke, Ashton Manaog, Yae Young Min, Maayan Rosenberg, Henry Runyan, Aidan Smith, Andrew Taborsak, Brandon Zhang and Ryan Zimmitti for their selection to the CMEA Northern Region Middle School Music Festival.



CMEA Northern Region Middle School Festival Chorus and Band students pose with music teachers Mrs. Beddows, Mr. Gregory and Mr. Polhemus

- **The Piper student literary magazine staff and students for the magazine's Superior rating by the NCTE.**



Piper staff members and advisor with Chairman Lawson

- **NMPS Stars of the Month: Cynthia Bonnell, Maria Brito, Maureen Dunkerton, Katherine Fossi, Charlene Kirkwood, and Virginia Quinn-Mooney**

- Assistant Superintendent Alisha DiCorpo, filling in for Dr. Tracy, noted that March is Board Appreciation Month and thanked the Board members for their service to the community.
- The Board entered into executive session to discuss a written legal opinion pertaining to status and response to school-based parent complaints.
- The Board of Education accepted the following Gifts and Donations:
 - New Milford PTO in the amount of \$2,170.00
 - New Milford Diamond Club in the amount of \$12,000.00
- The Board approved the following curricula:
 - Advanced Creative Writing
 - World Literature and Culture
- The Board approved the replacement of the SNIS roof top unit in the amount of \$37,020.98 through the U.S. Communities purchasing agreement, and a request for that amount from capital reserve.
- Regarding the Lillis Oil Tank project, the Board approved sending change order #1 to the Mayor and Town Finance Director for signature, and approved a request for no more than \$100,000 from capital reserve to fund the project.
- At a special meeting on March 26, 2019, the Board approved the appointment of Eric Williams as Principal of Hill and Plain Elementary School. The Board also approved a requested waiver of tuition for a non-resident student.

April 2019

- There was a Board Workshop held on April 23, 2019 where the Board received an update on Special Education.
- At its regular meeting on April 23, 2019, the Board recognized the following students and staff:
 - SMS student **Stella Mahlke** for Excellence in Writing
 - SMS student **Carly Lynch** as a First Place Winner in the Unified Sports Michael's Cup Essay Contest



Stella with TAG teacher Yvonne de St. Croix



Carly with PE teacher Eileen Holden

- NMHS Art Students: **Isabella Baggott, Aaron Hollister, Chloe Onorato, Christina Onorato, Alyssa Parsons, Colleen Ryan, Julia Sparaco, Emma Street, Michaela Zegarelli and Kyle Paist**



NMHS Art teacher Annette Marcus with students.

- NMPS Stars of the Month: **Rebecca Allen, Diana Beddows, Jane Cornelis** (not pictured), **Kelly Gallo, Megan Lago, George Osuch** (not pictured)



- The Board of Education accepted the following Gifts and Donations:
 - PTO - \$20,569.99
- The Board approved the following curricula:
 - CP Algebra II
 - Honors Algebra II
 - Honors Geometry
 - NGSS CREC Bundles for K-8 Science
- The Board approved policy 1323 Gifts to Students.

May 2019

- The Board held a Special Meeting on May 2, 2019 where they authorized the Board's attorney to take all reasonable measures to preserve the legal rights awarded to the Board in the 2014 interest arbitration with the NMEA.

- At its regular meeting, the Board recognized:
 - New Milford High School student participants in CMEA Music Festival events: **Jessica Berkun, Nicholas Cavuoto, Matthew Hassiak, Justin Howard, Allan Lian, Ryan McNulty, Sarah Morris, Eliza Peery, Hannah Spinner, Terrell Williams, Cory Woolley, Connor Stahl, Joshua Abel, Madeline de la Parra, Brian Hinger, Madison Lafontan, Chloe Onorato, Christina Onorato**



NMHS CMEA participants

- NMPS Stars of the Month: **Gail Burger, Kate DeBarber** (not pictured), **Sarah Divine, Kim Foss, Mary Lavoie, and Nancy Mowrey**



- Director Sandra Sullivan presented an overview of the Food and Nutrition Services Program.
- The Board approved the appointment of Gwen Gallagher as Principal of Northville Elementary School.

- The Board accepted the following Gifts and Donations:
 - PTO - \$5,165.20
- The Board approved the following curriculum:
 - German AP
- The following policies were approved:
 - 6146 Graduation Requirements
 - 6141.4 Independent Study
 - 6172.6 Virtual/Online Courses/College/University Courses
- The Board approved the following grants:
 - Adult Education – ED 244 grant in the amount of \$108,109.00
 - IDEA-611 grant in the amount of \$926,284.00 and the IDEA-619 grant in the amount of \$32,887.00
 - Title III Immigration grant in the amount of \$48,501.00
- The Board voted to continue its participation in the National School Lunch Program and adopted certifications for food items, school fundraisers, and beverages.
- The Board authorized signatories for school district accounts.
- A MOU Between the NMBOE and CEA-NM dated 5/6/19 was approved by the Board and the Board Chair was authorized to sign the memorandum on behalf of the Board.
- End of year projects were approved as recommended.
- The Board approved the successor collective bargaining agreement between the New Milford Board of Education and the United Public Service Employees Union (“UPSEU”), representing the New Milford Board of Education Paraeducators, Local 424 – Unit 107 as discussed in executive session and delegated to the Chairperson of the Board the authority to execute said agreement on behalf of the Board.
- The Board authorized the Board Chair and the Board’s legal counsel to negotiate with Dr. Kerry Parker the terms and conditions of a proposed draft Contract of Employment as Superintendent of the New Milford Public Schools in accordance with the draft terms discussed in executive session; and authorized the Board’s legal counsel in consultation with the Board Chair to draft a proposed Contract of Employment as Superintendent of the New Milford Public Schools, subject to Board review, approval, finalization, and signature.

JUNE 2019

- The Board held a reception on June 18, 2019 to recognize the following:
 - New Milford Public School Retirees: **Carol Allison:** 13 years as a Grade 6 Science teacher at SNIS and SMS, **Jody Bayer:** 20+ years as a school Social Worker at SMS, **Bob Burkhardt:** 44 years as a PE teacher, primarily at SMS and NMHS, **Melody Devlin:** 20 years, Grade 1 at HPS to start then Grade 4 at SNIS, **Jacci Farquharson:** 14 years for the Food Services including at SNIS, SMS and NMHS, **Josephine Hipp:** 14 years for the Food Services at JPS and NMHS, **Karen Hores:** 42 years as a School Psychologist, majority of that time at SMS, **Douglas McHan:** 16+ years as a Night Custodian at NMHS, **Susan Murray:** 10+ years as Principal at NES, **Susan Partelow:** 40 years as a French teacher at SMS, **Deborah South:** 26 years for the Food Services at HPS, **Robin Stiles:** 9+ years as a Library Media Specialist, at SMS and NMHS, **Catherine Topp:** 33 years as a Reading Consultant, at SMS, SNIS and NES



June retirees in attendance at the annual Reception.

- **Ingersoll Automotive of Danbury:** Staff Recognition Sponsor



Mrs. Tracey O'Connor of Ingersoll with Chair David Lawson

- Winners of the 2018 CHET Dream Big! Competition: SNIS students **Molly Thomas** and **Rafael Morataya**
- Winners of the HRRR Billboard Contest: NES students **Riley Jones** and **Briella Bittner**, SMS students **Sarah Shaikh** and **Mya Morabito**, and NMHS students **Grace Christian**, **Nicole McNab**, **Madisyn Martinelli**, and **Christina Onorato**
- Code Quest Computer Programming Competition winners: NMHS students **Isabella Bianchi**, **Christopher Caraluzzi** and **Malin Zucca**
- SMS Battle of the Books School Champions: for 6th grade **Marinella Grasso**, **Cindy Huang**, **Katherine Taborsak**, **Regan Williams**, **Catherine Zeng**, **Rain Zheng**; for 7th grade **Braeden Arias**, **Sean Hoyt**, **Noah Hulse**, **Caitlin O'Connor**, **Hannah Rainey**, **Emerson Riedl**; for 8th grade **Evan Klimowich**, **Yae Young Min**, **Giovanni Puglia**, **AJ Taborsak**, **Jessica Wang**
- Place finishers at the FBLA State Leadership Conference: NMHS students **James Bishop**, **Nicole Chodack**, **Alexa Duncan**, **Evan Golembeske**, **Abby Hunniford**,

Nicholas Magnante, Lilly McDermott, Michael Milczarski, Skylar Mink, Jacob Wilkinson

- Place finishers at the DECA State Leadership Conference: NMHS students **Kyle Beebe, Mackenzie Brady, Liam Lacey, Dylan Magner, Sophia McSherry, Sarah Mickelson, Amelia Moschitta, Ayden O'Neill, Jack Schipul, Jack Snowdon, Emilia Tesoriero**. Also recognized for DECA for School Store Recertification were **Madisyn Martinelli** and **Ivanna Torres-Gierbolini**
- CAS Middle Level Scholar-Leaders: SMS students **Madison Jewell** and **Ryan Zimmitti**
- Connecticut Association of Boards of Education Leadership Award recipients: **Conner Martinelli** and **Kara Murphy** from SMS and **Conner Caridad** and **Anna Santarelli** from NMHS
- Western Connecticut Superintendents Association 2018-19 Award recipients: **Alexander Rogg** and **Cassandra Williams** from SMS and **Liam Lacey** and **Elizabeth Meskill** from NMHS
- The Board recognized the senior student representative to the Board of Education: **Elizabeth Meskill**
- Twenty-seven NMHS students were awarded the CT State Seal of Biliteracy: **Isabella Bianchi, Skylar Busch, Stephanie Cafiero, Conner Caridad, Maylai Chamreun, Jackson Cramer, Sophie Danish, Brian Dugan, Samantha Ehrenberg, Karley Greene, Elena Harcken, Liam Lacey, Ryan Logan, Julia March, Satil Moni, Amelia Moschitta, Sean Murphy, Chloe Onorato, Christina Onorato, Emily Papp, Michael Rafferty, Leonelly Romano, Kimberlyn Romero, Ana Silva, Connor Stahl, Abhimanyu Sukumaran, Sierra Woods**
- At its Regular Meeting on June 18, 2019, the Board accepted the following Gifts and Donations:
 - PTO - \$9,697.00
 - Goldring Family Foundation - \$22,265.60
- The following bids were awarded by the Board of Education:
 - Food and Nutrition Services – Milk to Wades Dairy Inc. for a one-year period
 - Food and Nutrition Services – Frozen Dessert to New England Ice Cream Corporation for a one-year period
 - Boiler Cleaning to Penn Marr Boiler Cleaning
 - Septic Cleaning to New Milford Septic
 - Security Cameras, Equipment and Licensing to Omni Data
- The Board of Education approved the following Grant:
 - Adult Education PEP Grant in the amount of \$78,000.00
- The Board authorized signatories on School District Accounts
- The Revised Sending Town Agreement for the Shepaug Regional Agriscience Program 2019-20 was approved by the Board and the Board Chair was authorized to sign it on the Board's behalf.
- The Board approved curriculums for:
 - Grade 6 General Music
 - Grade 7 General Music
 - Grade 8 General Music

- The Five-Year Curriculum Plan (2020-2025) was approved by the Board.
- The Board approved the appointment of the Assistant Superintendent, and in his/her absence, the Director of Human Resources, as the Designee for the Superintendent of Schools from July 1, 2019 through June 30, 2020.
- The Board approved authorization for the Superintendent to accept resignations and make appointments, excluding administrative appointments, from June 19, 2019 through September 17, 2019.
- The Board approved authorization for the Superintendent to purchase budgeted instructional materials and other supplies, equipment and services from June 19, 2019 through September 17, 2019.
- The Board received the following annual reports:
 - Annual Emergency Preparedness Report
 - Annual Wellness Report
 - Annual Report of the John J. McCarthy Observatory
 - Clubs and Activities Report
- The Board approved the employment and salary of the Assistant Superintendent, Director of Human Resources, Director of Fiscal Services and Operations, Director of Food Services, Systems Analyst, Account Data Specialist, Network Administrator, Accounting Manager, Facilities Director, Assistant Facilities Director, Administrative Assistant to the Superintendent, Adult Education Facilitator, Board Certified Behavior Analyst, District Courier and Lab Assistant.
- The Board unanimously approved the proposed three-year contract for the Superintendent of Schools for Dr. Kerry Parker as discussed in executive session, and authorized the Board Chair to sign the contract on behalf of the Board.
- At a special meeting on June 25, 2019, the Board amended the 2019-20 Board of Education Adopted Budget from \$64,642,589 to \$64,040,692.

Summary of 2018-2019 Assessments

Smarter Balanced Assessment Grades 3-8

In the spring of 2019, students across Connecticut and the Nation participated in the administration of the Smarter Balanced Assessment. A new Science assessment based on the NGSS standards was piloted in 2018 and in 2019 had cut scores developed which will result in scores that will be issued to school districts and parents.

The Smarter Balanced assessment provided district and student level results. In Mathematics, New Milford scored a 52% average overall, outperforming last year's average of 47.1% by 4.9%. In Reading/Language Arts, New Milford's overall average was 55.7%, slightly down from 2017-18's results of 58.3%. The summer of 2017 saw the return of a support program for students with identified gaps in their learning which has continued throughout the summers of 2018 and 2019. The program has been well attended and has resulted in clear gains in math and reading achievement and growth for those involved.

In 2015-16, the State of Connecticut removed the Smarter Balanced Assessment from Grade 11 and replaced it with the administration of the SATs for Grade 11 students. Our students in New Milford have historically outperformed the state in terms of both the Math and Reading sections

of the SATs. The last four years Connecticut students have averaged a combined score of 1023 (2016), 1030 (2017), 1019 (2018) and is now a 1016 (2019). Comparatively, New Milford students have averaged a combined score of 1068 (2016) 1084 (2017), 1060 (2018) and 1060 (2019). The New Milford combined score of a 1060, was comprised of a 530 on the Reading section and a 530 on the Math section. Over the past 4 years, New Milford High School students have been averaging almost 40 points higher than from where we had been historically.

Advanced Placement Exams

In 2018-19, New Milford High School students continued to increase their participation in Advanced Placement courses and more students elected to take the national proficiency exam. Students took a total of 655 exams in 2017 and 74% scored a three or higher, which was a nice uptick from 67% last year (2017-18). A score of three or higher represents passing. In 2018-19, New Milford High School had its highest number of passed exams at 451, meaning more students than ever qualified for exemptions and/or college credit as they continue their educational careers. We expect both enrollment and student successes to continue as the district works to expand opportunities for students and provide professional development to the teachers.

Summary

The 2018-19 school year saw a continued focus on student programing and academic performance. This was the fifth year of implementation of the math curriculum in grades K-6, year four of the program in grade 7 and year three in grade 8. Finally, we saw an increased enrollment in Advanced Placement courses while more students met the college and career readiness standards on the exam. At New Milford High School, students passed 451 AP exams up from 433 in 2017-18.

The Board of Education routinely recognized the talent and accomplishments of students and staff at its meetings and end-of-the-year reception. During the 2018-2019 school year the Board recognized **149** students and **66** staff members for outstanding achievement. Donations in excess of **\$102,292** were received to benefit the New Milford Public Schools. The Board was awarded **\$1,683,297** in grants. The majority of funds were obtained through entitlement grants from the State Department of Education and the federal government. It should be noted that most grants cover a two-year period.

**New Milford Board of Education
Committee on Learning Minutes (revised 9/18/19)
September 3, 2019
Lillis Administration Building, Room 2**

RECEIVED
TOWN CLERK
2019 SEP 27 P 12:56

NEW MILFORD, CT

Present: Mr. J.T. Schemm, Chairperson
Mrs. Angela C. Chastain
Mr. Bill Dahl
Mrs. Tammy McInerney

Also Present: Dr. Kerry Parker, Superintendent of Schools
Ms. Alisha DiCorpo, Assistant Superintendent of Schools

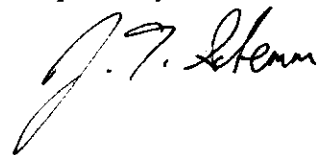
1.	Call to Order The meeting of the New Milford Board of Education Committee on Learning was called to order at 7:30 p.m. by Mr. Schemm.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Review and Approval of Curricula 1. Creative Writing 2. Diverse Voices 3. US History CP 4. US History Honors - Mr. Schemm said there are four curriculum up for review. Several more are coming over the next few months as a result of summer work done. - Ms. DiCorpo said these are all revisions. US History is on tonight because a textbook request is coming with it and she wanted to time it properly for budgetary purposes. - Ms. DiCorpo said that CT passed a new law requiring a course in African American and Latino studies that will be written by CERC and put in place for 2020/21. That course proposal will be coming in October for consideration. - Mr. Schemm clarified that the course must be offered only. Ms. DiCorpo said that is correct; the course is not a graduation requirement. - Ms. DiCorpo said she would speak to the	Discussion and Possible Action A. Review and Approval of Curricula 1. Creative Writing 2. Diverse Voices 3. US History CP 4. US History Honors

	curricula since no teachers were present. • Diverse Voices is a senior semester elective. It explores diversity through literature. Each unit lasts about five weeks: diverse voice, diverse identity, diversity and conflict, and tolerance of diversity. It has been updated to align with the new literacy standards of common core and performance tasks have been added. This is considered a literacy offering for graduation requirement purposes. • Mr. Schemm asked what the course enrollment is. Ms. DiCorpo said she would check. • Ms. DiCorpo said the curriculum is being used as a pilot until officially approved by the Board. • There was discussion about the names listed on the cover pages. District administration is listed from when the curriculum is actually written. It was suggested that consistency is needed regarding which Board member names are used. • Creative Writing is a college prep semester course. The focus here is on writing and helping students explore different types of writing to improve their ability in different areas. This is done in conjunction with an awareness of the units of study K-8 and offers a continuum of that work. It keeps the college essay in mind and offers practice in that area. The performance tasks include an emphasis on technology use. • Mrs. McInerney said she was impressed with the quality and quantity of reading choices. • Mr. Schemm asked how many senior elective English choices there are. Ms. DiCorpo said she would follow up on that number and course enrollment prior to the Board meeting. • Ms. DiCorpo said US History CP and Honors could be taken together for discussion. US History is a required course in the Humanities grouping for the state of CT. These two courses were written together so they are in	
--	---	--

	concert with similarities and differences. Both courses are the study of history through various lenses. They are aligned with the CT History standards C3 framework. Each of the units of study run three to four weeks and work in concert with the middle school teaching. Honors is more comprehensive. The difference is in the rigor of the reading and depth of analysis. • Mr. Dahl referenced the alignment with the middle school and asked what happens with a student coming from another district. Ms. DiCorpo said the state standards are designed to help with that. • Mr. Schemm asked if the proposed textbook would be used in both courses. Ms. DiCorpo said it could be, along with primary source documents. • Mr. Schemm asked what grade these courses are for and Mr. DiCorpo said they are for junior year. • Dr. Parker noted that these are semester classes. Since there is a delay from when they are written to when they are approved, she asked if the curriculum changes would be applied next semester. Ms. DiCorpo said right now some of the writers have been testing out revisions in their classrooms, so it is currently a hybrid of the old and some revision. • Dr. Parker asked why there is such a delay from when the revisions are written to when they are presented for approval. Ms. DiCorpo said it is a good problem to have in that there are so many curricula being written that it takes a while to get them through committee. • Mrs. McInerney said the change in graduation requirements also took over some of the COL meeting time at the expense of curriculum review. Ms. DiCorpo said other presentations for science changes, summer school etc. also took time. • Dr. Parker asked if the revisions would be immediately implemented if approved and Ms. DiCorpo said yes. • Mr. Schemm said perhaps the future review process could be looked at since, under the	
--	---	--

	current system where teachers usually present, it can take 20-30 minutes per curriculum, meaning so many can only be approved at a time. • Mrs. Chastain suggested that revised curriculum could be presented in a shorter summary, without teacher presentation, so that more could be moved forward at one time. New courses could still have formal presentations to the committee. • Dr. Parker said she is in favor of streamlining the process so that revisions can be approved and taught in a timely manner. Mrs. Chastain moved to bring the following curricula to the full Board for approval: Creative Writing, Diverse Voices, US History CP and US History Honors, seconded by Mrs. McInerney and passed unanimously.	Motion made and passed unanimously to bring the following curricula to the full Board for approval: Creative Writing, Diverse Voices, US History CP and US History Honors.
4.	Public Comment • There was none.	Public Comment
5.	Adjourn Mr. Dahl moved to adjourn the meeting at 9:00 p.m., seconded by Mrs. Chastain and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 9:00 p.m.

Respectfully submitted:



J.T. Schemm, Chairperson
Committee on Learning

**New Milford Board of Education
Policy Sub-Committee Minutes
October 1, 2019
Lillis Administration Building, Room 2**

RECEIVED
TOWN CLERK
2019 OCT -3 P 12:5L
NEW MILFORD, CT

Present: Mrs. Tammy McInerney, Chairperson
Mr. Joseph Failla
Mr. J.T. Schemm
Mrs. Angela C. Chastain, Alternate

Absent: Mrs. Wendy Faulenbach

Also Present: Dr. Kerry Parker, Superintendent of Schools
Ms. Alisha DiCorpo, Assistant Superintendent of Schools
Ms. Ellamae Baldelli, Director of Human Resources
Mr. Greg Shugrue, Principal, New Milford High School

1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mrs. McInerney. Mrs. Chastain was seated in the absence of Mrs. Faulenbach.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Policies Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311: 1. 4118.112/4218.112 Sexual and Other Unlawful Harassment • Mrs. McInerney said this revision is due to a change in statute. She asked if the sentence on 4118.112(b) that states "Behavior appropriate in a social setting may not be appropriate in the school and work environment" is necessary since there should always be a high standard of behavior.	Discussion and Possible Action A. Policies Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311: 1. 4118.112/4218.112 Sexual and Other Unlawful Harassment

- Dr. Parker said she thought it was important since there are so many generations and different behaviors to consider.
- Ms. Baldelli agreed, saying they frequently emphasize the difference between the work environment and home.
- Mrs. McInerney noted the additional commentary regarding corrective action and the fact that the complainant must agree in writing to any modification of employment unless the district determines the action is reasonable and not of detriment to the complainant. Ms. Baldelli said this gives flexibility following an investigation to do what is best for all.
- Mr. Schemm asked if training is currently provided to all employees. Ms. Baldelli said not to all, but they will start this year, as well as do the electronic notification.
- Mrs. McInerney asked if the policy will be sent out to the entire community once approved. Ms. Baldelli said they will discuss rollout.
- Mr. Schemm asked if the Title IX Coordinator must be specifically named. He is thinking to avoid changes needed when staff changes. Ms. Baldelli said best practice and the recommendation from Title IX is to use the specific name.

2. 4155/4255 Military Leave

- Mrs. McInerney noted the inclusion of Civil Air Patrol. There was no discussion regarding the revision.

Mr. Schemm moved to bring Policies 4118.112/4218.112 and 4155/4255 as Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311 to the Board for approval, seconded by Mrs. Chastain.

The motion passed unanimously.

2. 4155/4255 Military Leave

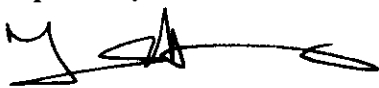
Motion made and passed unanimously to bring Policies 4118.112/4218.112 and 4155/4255 as Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311 to the Board for approval.

B. Policies for Review: 1. 1700 Possession of Firearms on School Property Prohibited • Mrs. McInerney said this policy has been discussed previously. Legal has provided two versions for continued discussion. • Mr. Failla said he was surprised the issue with off duty peace officers carrying on school grounds had not been addressed before. He said there was no question it probably happens but wondered if it had not become an issue yet. • Dr. Parker noted the concern with liability if the district allows the practice, as would be the case with version 2 of the policy. • Mr. Failla said it was probably smartest to stay the course and follow state statute regardless of his personal opinion. • Mr. Schemm agreed that version 1 should be used, out of an abundance of caution. Mrs. McInerney moved to bring Policy 1700 Possession of Firearms on School Property Prohibited, Version 1, to the Board for first review, seconded by Mr. Failla. The motion passed unanimously. 2. 1800 Animals on School Property • Dr. Parker said this issue had arisen due to a request by an ESS program clinician to bring a therapy dog to SMS. She noted that there was no policy at all regarding animals on school property and asked legal to draft one as appropriate. That is the version here. She referenced 1800(d) and 1800(e) Use of Animals for Instructional Purposes and suggested the therapy dog might be allowed under these guidelines for very specific support of learning strategies of the program. • Mrs. McInerney noted that the policy gives guidance for all animal visits to schools.	B. Policies for Review: 1. 1700 Possession of Firearms on School Property Prohibited Motion made and passed unanimously to bring Policy 1700 Possession of Firearms on School Property Prohibited, Version 1, to the Board for first review. 2. 1800 Animals on School Property
--	---

	• Mrs. Chastain suggested benefits of individual programs should be considered before disallowing. • Dr. Parker said she thought it was critical to have a policy in place to provide guidance. • Mr. Schemm suggested a few concrete examples to illustrate the policy might be helpful when bringing it forward to the full Board for review. Mrs. Chastain moved to bring Policy 1800 Animals on School Property to the Board for first review, seconded by Mr. Failla. The motion passed unanimously.	Motion made and passed unanimously to bring Policy 1800 Animals on School Property to the Board for first review.
4.	Discussion A. Policy 6146 Graduation Requirements • Mr. Shugrue said, in beginning to look at scheduling for next year, he realized the current graduation requirements create a dilemma to the 2020-21 PE/Health area. To provide enough sections to meet the needs of the Class of 2021 and 2022 for two credits in PE, the district would need to hire 2.0 FTE Health/PE teachers for the 2020-21 school year. The alternative would be to amend policy 6146 by reducing the graduation requirement of two PE credits for the Class of 2021 and 2022 from two credits to one. He noted that the state requirement is one credit. The PE requirement for the Class of 2023 is one credit and policy 6146 already reflects that change. • Mr. Failla asked why additional Health requirements were added and how we got here. Mr. Shugrue said the Health requirement was state mandated. • Mr. Schemm noted that we were over-credited in PE previously. He said this change would break out the credit requirement by year of graduation. • Dr. Parker said there was time to make this	Discussion A. Policy 6146 Graduation Requirements

	change. She suggested a mock up with appropriate changes/strikethroughs be brought back to committee next month for consideration. The committee agreed. B. Upcoming 9000 Series Review No discussion due to time constraints.	B. Upcoming 9000 Series Review
5.	Items of Information A. Regulation Revisions: 4118.112/4218.112 Sexual and Other Unlawful Harassment 4155/4255 Military Leave - Mrs. McInerney said the Board does not approve regulations, so these revisions are provided for informational purposes. The changes follow those required by statute to the corresponding policies.	Items of Information A. Regulation Revisions: 4118.112/4218.112 Sexual and Other Unlawful Harassment 4155/4255 Military Leave
6.	Public Comment There was none.	Public Comment
7.	Adjourn Mr. Schemm moved to adjourn the meeting at 7:37 p.m. seconded by Mr. Failla and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:37 p.m.

Respectfully submitted:



Tammy McInerney, Chairperson
Policy Sub-Committee

**New Milford Board of Education
Committee on Learning Minutes
October 1, 2019
Lillis Administration Building, Room 2**

Present: Mr. J.T. Schemm, Chairperson
Mrs. Angela C. Chastain
Mr. Bill Dahl
Mrs. Tammy McInerney

Also Present: Dr. Kerry Parker, Superintendent of Schools
Ms. Alisha DiCorpo, Assistant Superintendent of Schools
Mr. Greg Shugrue, Principal, New Milford High School
Mrs. Danette Lambiase, Head Counselor, New Milford High School

RECEIVED
TOWN CLERK
2019 OCT -3 P 12:5L

NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Committee on Learning was called to order at 7:38 p.m. by Mr. Schemm.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Item of Information A. Site Visits and Student Opportunities • Ms. DiCorpo introduced Cathy Awwad, Executive Director of the Northwest Regional Workforce Investment Board (NRWIB), who spoke about the Apprenticeship CT Initiative Manufacturing Program. Funded by the U.S. Department of Labor, the program provides an opportunity for students in four school districts: Danbury, New Milford, Torrington, and Waterbury to explore a career in manufacturing. The 10 to 12 week program, implemented by NRWIB, includes a 144-hour curriculum comprised of a minimum of 72 hours of manufacturing theory, hands-on training, and a minimum of 72 hours of a paid CT manufacturing pre-apprenticeship training experience with registered sponsor. • Here in New Milford the program sponsor will be MEDInstill. They are looking to start with ten juniors and/or seniors per year,	Item of Information A. Site Visits and Student Opportunities

	participating as an after school program. A grant covers the cost of the program, insurance etc. so there is no cost to the district. • Ms. DiCorpo said they have toured MEDInstill and the NRWIB program in Waterbury and it is truly not the manufacturing of yesteryear. There are computer science and biomedical components. • Mrs. McInerney said this is a fantastic opportunity for our students. She asked how students will be recruited. Ms. Awwad said the plan is to make presentations to all juniors and seniors, have them sign up if interested, then tour the facility to confirm interest before working with school personnel for selection. She said the plan is to start small and build if there is additional interest. Ms. Awwad offered to tour BOE members as well. • Ms. DiCorpo said there will be additional windows for community partnerships once the Perkins 5 guidelines are set. • The NRWIB also offers a Future Bankers Program and Pharmacy Tech Program sponsored through CVS. Ms. Awwad said the Future Bankers Program is an after school online program, with an in-building proctor. Students are eligible for three college credits and finish the program with paid work during April vacation. • Mrs. McInerney asked if the program would have an advisor and Ms. DiCorpo said yes. She said there could be a tie in to the mastery based component of the graduation requirements as well. • Ms. DiCorpo said there have been discussions through the Portrait of a Graduate work of regionalizing opportunities for students to provide more access to individual schools. • Ms. Awwad said the Perkins 5 career pathways are being defined and include manufacturing, health care, information technology, human services and construction related. She said these can be high paying jobs and there is a high need for them. • Mrs. Chastain said she has been beating this drum for the past seven years. She is thrilled	
--	--	--

	to see these opportunities and hopes it inspires the district to reach out for more. She said it will be important to educate students and parents on these alternatives to a college pathway that will enable them to support themselves and future families. • Ms. Awwad said she did in-district professional development with support staff in August of this year. • Mr. Schemm said he appreciates what he sees as an important connection to the local community.	
4. A. Guidance Plan	Presentation • Ms. DiCorpo said the NMHS Comprehensive School Counseling Program document memorializes the work counselors do throughout the year, breaking it down by grade and month. • Mrs. Lambiase said they have reflected over the last few years on what and how they are meeting student needs and the requirements coming up. To that end, they have adopted the “two freshman counselor” model. • Mr. Dahl asked if the plan builds up from earlier levels. Mrs. Lambiase said not at this time. Ms. DiCorpo said counseling standards are coming and will help chart the path moving forward. Right now, the high school does outreach to the lower levels. • Mrs. Chastain asked if Mrs. Lambiase would explain the reasoning behind the designated freshman counselor and required transition to a new counselor sophomore year. She asked how this was communicated to parents and what feedback has been received. • Mrs. Lambiase said a letter went out to parents in August 2018. She said they considered the senior counselor model as well but thought it would be daunting with current staff levels. She said she had received between 10-12 emails expressing concern about the lack of continuity to sophomore year, but said that is	Presentation A. Guidance Plan

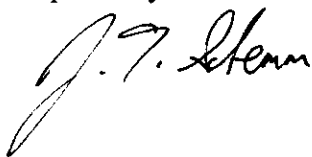
not a big problem due to the department's team approach. She said the current set up provides more focus.

- Mr. Schemm said front loading the focus on freshmen helps with discipline issues too. Touch points at this age are well spent. He asked if any peer work is done among grades and Mr. Shugrue said some of that is done.
- Mrs. McInerney said she would be interested to see what is done with the eighth graders to prepare them for high school. Mrs. Lambiase said that last year they had the two freshman counselors at SMS for 3-4 days while course selection was taking place and that resulted in fewer course change requests. Mr. Shugrue said he reinforced the pathways with parents at the January Incoming Freshman Night too.
- Mrs. Chastain asked if they had measurements of success, for example less students requesting changes, in crisis etc.
- Mr. Shugrue said anecdotally the first day of school this year had no line of students in the school counseling office waiting to be seen, as has been the case in previous years. He said every "A" day, seniors can go to the Career Center for help during advisory. He said with the increased focus on freshmen, they have had fewer students repeating as freshmen due to lack of credits.
- Mrs. Chastain asked if all counselors still work with students in crisis or if there is a designated counselor. Mrs. Lambiase said the issues fluctuate from day to day so they all still have a part. In the case of a major issue, the general program might be put on hold so all counselors are available.
- Mrs. Chastain asked if there was any work in advisory to increase "grit" in students, to make them less anxious and more persistent.
- Mr. Shugrue said that is a million dollar question. He does think that the lack of coping skills and perseverance are issues, and they are not helped by technology that allows for immediate contact. It doesn't give students time to process issues emotionally and intellectually over time. He said part of the

	WAVE acronym emphasizes that they want to empower students to advocate for themselves. • Mr. Dahl said he thinks “grit” should come from the home. • Mrs. McInerney agreed, saying that students need to learn to advocate for themselves and not all parents are teaching that.	
5.	Discussion and Possible Action A. Review and Approval of Curricula 1. Grade 3 Health 2. Grade 4 Health 3. Grade 5 Health 4. Health II 5. AP Spanish Language and Culture 6. AP French Language and Culture • Ms. DiCorpo said these are all revisions. Health II has been completely updated to reflect current topics. Cover sheets will be changed to reflect administrators and committee members seated at the time of approval. • Mr. Dahl said he was a Health teacher for 40 years and he thinks these curriculums are very well done. • Mr. Schemm asked if Health II is an elective. Ms. DiCorpo said it is. She said other courses in this area, such as Allied Health and EMT, are more specific in topic. This course is general in nature and should appeal to a large number of students looking to fulfill the graduation requirement. • Ms. DiCorpo said AP Spanish currently has two sections, one of 14 and one of 10 students. AP French has one section of 10 students. • Mrs. Chastain asked if these positions are still difficult to staff. Ms. DiCorpo said they are; it is a hard certification. • Mr. Schemm asked how many students are enrolled in AP German. Ms. DiCorpo said she would check. • Ms. DiCorpo said there are 17 more curriculum to approve before we are caught up and can begin the review of fall writing.	Discussion and Possible Action A. Review and Approval of Curricula 1. Grade 3 Health 2. Grade 4 Health 3. Grade 5 Health 4. Health II 5. AP Spanish Language and Culture 6. AP French Language and Culture

	• The committee discussed possibilities for moving these through, including a special meeting or consent agenda. • Mrs. Chastain said her concern in trying to move curriculum through in a timely manner is to allow the committee to discuss other additional topics of learning. Mr. Dahl moved to bring the following curricula to the full Board for approval: Grade 3 Health, Grade 4 Health, Grade 5 Health, Health II, AP Spanish Language and Culture and AP French Language and Culture, seconded by Mrs. McInerney and passed unanimously.	Motion made and passed unanimously to bring the following curricula to the full Board for approval: Grade 3 Health, Grade 4 Health, Grade 5 Health, Health II, AP Spanish Language and Culture and AP French Language and Culture.
6.	Public Comment • There was none.	Public Comment
7.	Adjourn Mrs. Chastain moved to adjourn the meeting at 8:42 p.m., seconded by Mr. Dahl and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 8:42 p.m.

Respectfully submitted:



J.T. Schemm, Chairperson
Committee on Learning

**New Milford Board of Education
Facilities Sub-Committee Minutes
October 8, 2019
Lillis Administration Building—Room 2**

Present: Mr. Brian McCauley, Chairperson
Mrs. Eileen P. Monaghan
Mrs. Tammy McInerney, Alternate

Absent: Mrs. Angela C. Chastain
Mr. Joseph Failla

Also Present: Dr. Kerry Parker, Superintendent
Mr. Kevin Munrett, Facilities Director
Mr. Nestor Aparicio, Assistant Facilities Director
Mr. Anthony Giovannone, Director of Operations and Fiscal Services
Ms. Ellamae Baldelli, Director of Human Resources

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. McCauley. Mrs. McInerney was seated as an alternate.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Turf Field Follow up - Mr. Munrett said the Turf Fields Advisory Committee met on September 24. Mr. Lipinsky provided the comparison chart of turf field fees for neighboring towns. The committee concluded that New Milford is charging too little for field use and rates should be increased, in particular for outside group rentals. - Mrs. Monaghan said she thought the fact that non-profit and for-profit groups are charged the same is unkind to the non-profits. - Mr. McCauley asked if the next step is to bring recommendations to Operations, since fees are involved. - Mr. Munrett said they are looking into recommendations for dollar amounts for the increases and then will bring suggestions to the	Discussion and Possible Action A. Turf Field Follow up  RECEIVED TOWN CLERK 2019 OCT 10 P 12:55 NEW MILFORD, CT

	November Facilities and Operations committees. • Mrs. McInerney asked who makes up the Advisory Committee. Mr. Munrett said it is himself, Mr. Lipinsky, two student representatives, Mrs. Faulenbach, Mr. Dahl, and Ms. Hough, who is a NMHS coach. Mrs. McInerney said that seems like a well-rounded group to make recommendations.	
4.	Items of Information A. SNIS RTU for Cafeteria • Mr. Munrett said two compressors on this unit failed in late September right after the last BOE meeting. The district has replaced three units already in the last four years. Repair for this one is estimated at \$18,000, replacement at \$66,000. • Mr. Giovannone said the budget drivers memo speaks to this unit and the need to budget for repair/replacement of future units. They are all roughly the same age. • Mr. Munrett said there are nine other roof top units at SNIS, sixteen total in district. • Mr. McCauley asked if this might be a project for Celtic Energy. Mr. Munrett said perhaps, and that they would definitely bring it to the company's attention. B. Celtic Energy Follow up • Mr. Munrett said that Celtic has informed them that they will not issue a separate contract for the BOE but run projects through the Town agreement. • Mr. Giovannone said the Board approved the Celtic partnership on September 17 with the understanding that an agreement would be signed. Since the lion's share of the projects will be to BOE buildings, he thinks it is important to have a memorandum of understanding with the Town regarding the prioritization of projects. He emailed the Mayor last week regarding an addendum to the Celtic agreement or separate	Items of Information A. SNIS RTU for Cafeteria B. Celtic Energy Follow up

MOU. The Mayor indicated he would follow up with the Town attorney, and said he was committed to the next steps. Mr. Giovannnone is hoping to have an update for the full Board meeting.

- Mr. McCauley said he is concerned that without something in writing the Board will get the short end of the stick in the deal. Mrs. Monaghan agreed.
- Dr. Parker said it is important to have the Board's voice heard, especially since they had been told that the agreement was on hold until the BOE came on board.

C. Budget Drivers - Facilities

- Mr. Munrett said this time every year they start informing the Board of items that may have budgetary impact for the coming budget years.
- Dr. Parker noted that this list is a draft resulting from brainstorming meetings and is subject to change. Discussions are just starting but she wants to be as transparent as possible about what they are looking at. She said these are projects that are on their radar, regardless of how they are ultimately funded.
- Mr. McCauley noted that the elevator cost is less than first discussed. Mr. Munrett said that is correct; at first, they thought two elevators would need to be retrofitted but now have determined it is only one. Also the U.S. Communities pricing came in lower than anticipated.
- Mrs. McInerney asked if there was any chance the schools were grandfathered in since this was a retroactive code change. Mr. Munrett said they are not.
- Mr. Munrett said the RTU replacement need has already been discussed. He said the building controls relate back to the Windows 7 upgrade discussed previously. If this is not done through a capital reserve withdrawal, the service contract will have a significant impact on the operating budget.
- Mr. McCauley said he would rather pay it outright than over time.

C. Budget Drivers - Facilities

	Mr. Munrett said the vendor for building access controls will no longer support the software after this month. They will bandaid the current system until a new purchase is made. The Town is looking into its own system. They met to discuss collaborating on a future system to help with pricing. Mr. Munrett said the good news for the district is that they are not starting from scratch; wiring etc. is already in place.	
D. Updated Capital 5 Year Plan - Facilities	- Mr. Giovannone handed out a revision to this document, which includes the budget drivers and provides a full landscape of possible projects. He described it as the “go to” document for Facilities capital projects, regardless of how they are funded. - Mrs. McInerney asked what happens to capital project funds if the projects are not done or come in lower priced. Mr. Giovannone said if they are funded through capital reserve withdrawal, unused funds go back to capital reserve. It is a multi-year fund. - Mrs. Monaghan suggested \$100,000 for HVAC replacement annually might not be high enough if more than one unit fails. Mr. Munrett said the \$66,000 cost for the SNIS unit under consideration is higher than average because it is such a big unit. Other units would not be as expensive. - Mrs. Monaghan said she was surprised we are still working on asbestos abatement. Mr. Munrett said it is a constant project. A survey is done every six months to reallocate areas of concern as deterioration occurs. - Mrs. McInerney asked if the high school was exempt from asbestos issues. Mr. Munrett said no building is exempt but they do have a letter from the architect saying that no asbestos materials were used to their knowledge. The district is still obligated to check and test. - Mrs. Monaghan questioned the \$60,000 allocated for cupola repair and suggested the BOE should leave the Lillis Building instead. Mr. Munrett said it is the most noteworthy leak spot. Mr. Giovannone said they are obligated to	D. Updated Capital 5 Year Plan - Facilities

	be stewards of the building while they are here. • Mrs. Monaghan asked where vehicles are currently stored. Mr. Munrett said outside. They have met with the Town to discuss possibilities, but there has been no follow up. • Mrs. Monaghan asked about the roof replacements. Mr. Giovannone said the Town has bonded \$1.2 million towards the high school but it is still to be determined exactly how that money will be used. Mr. Munrett said all roofs need work; it is a matter of prioritizing needs. • Mr. McCauley said he brought up the topic of adding a BOE member to the Municipal Building Committee and it will be added for discussion and action to the full BOE agenda for next week.	
5.	Public Comment • Regarding the Facilities 5 year capital plan, Wendy Faulenbach said she hopes historical preservation grants will be pursued for any work on the East Street building. Regarding the need for follow up with the Town, she respectfully suggests that the Board needs to take the lead there and schedule frequent meetings with the Town to follow up on every line item under consideration. Every collaboration is a possibility to save money and positions. Regarding the budget drivers, she hopes a cost breakdown will come for all items, and that the collaborative discussions with the Town will continue in this area as well.	Public Comment
6.	Adjourn Mrs. Monaghan moved to adjourn the meeting at 7:28 p.m., seconded by Mrs. McInerney and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:28 p.m.

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Minutes
October 8, 2019
Lillis Administration Building—Room 2**

RECEIVED
TOWN CLERK
2019 OCT 10 P 12: 56

NEW MILFORD, CT

Present: Mrs. Wendy Faulenbach, Chairperson
Mr. Brian McCauley
Mrs. Eileen P. Monaghan

Absent: Mr. Bill Dahl

Also Present: Dr. Kerry Parker, Superintendent
Ms. Ellamae Baldelli, Director of Human Resources
Mr. Anthony Giovannone, Director of Fiscal Services and Operations
Mrs. Laura Olson, Director of Pupil Personnel and Special Services
Mr. Kevin Munrett, Facilities Director
Mr. Nestor Aparicio, Assistant Facilities Director
Mr. Brandon Rush, Director of Technology

1.	Call to Order The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mrs. Faulenbach.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action Mrs. Faulenbach asked for a motion to amend the agenda to add an item of information: 4D Revised Capital Reserve Request for Board of Finance on 10/9/19. Mr. McCauley moved to amend the agenda to add an item of information: 4D Revised Capital Reserve Request for Board of Finance on 10/9/19. Motion seconded by Mrs. Monaghan. Motion passed unanimously.	Discussion and Possible Action Motion made and passed unanimously to amend the agenda to add an item of information: 4D Revised Capital Reserve Request for Board of Finance on 10/9/19.
A.	Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence	A. Exhibit A: Personnel — Certified, Non-Certified

• Ms. Baldelli said she will have a revision for the full Board meeting. She said some of the September staff shown are already approved for hire, but since they are beginning work in October they are being listed for transparency. • Mrs. Faulenbach asked about coach hires. Ms. Baldelli said they are doing okay; there is nothing urgent for fall. • Mrs. Faulenbach asked about openings. Ms. Baldelli said there is a Speech Language Pathologist; a part time EXCEL teacher for HPS that the Board approved last month, along with three paraeducators; and two new certified openings at SMS, one in ELA and one in Social Studies. • Ms. Baldelli said she will be attending a Job Fair in New Milford Thursday night along with an ESS representative. • Mrs. Monaghan asked about the fall fitness coach at SNIS. Ms. Baldelli said that stipend position works with an entire grade, versus a team. Mrs. Monaghan moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval. Motion seconded by Mr. McCauley. Motion passed unanimously. B. Monthly Reports 1. Budget Position dated 9/30/19 2. Purchase Resolution D-727 3. Request for Budget Transfers • Mr. Giovannone said the certified staff line has been fully encumbered for existing certified staff. The non-certified staff line is not fully encumbered; there are issues with MUNIS that prohibit it. • Mrs. Faulenbach said she appreciated the explanation and she noted that this has been	Appointments, Resignations and Leaves of Absence Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval. B. Monthly Reports 1. Budget Position dated 9/30/19 2. Purchase Resolution D-727 3. Request for Budget Transfers
---	---

	difficult to capture in the past as well. • Mr. Giovannone said page 4 shows tiny drips of revenue, nothing quarterly has been posted yet. Excess cost will not show until February. • Mrs. Monaghan asked if the new insurance plan is saving the district money and if the employees are happy with it. Mr. Giovannone said the district is receiving a separate billing from the Town for this plan and it doesn't capture employee contributions. He has a request in to the auditors as to how to book it going forward. • Mrs. Faulenbach noted that new rates for the SPP are coming. She said it will take a two year comparison for a true picture, but a snapshot may be possible. • Ms. Baldelli said overall employees are happy and appreciate the copay versus high deductible plan. • Mr. Giovannone said in future years, the state plan will be regionalized and Litchfield County is expected to be 7% lower than the state rate would be for all counties. • Mrs. Faulenbach asked if the 55200 line included other insurance besides CIRMA. Mr. Giovannone said it does and he will have a break out for the full Board meeting. He said there was a rate reduction from CIRMA to the Town and BOE. • Mrs. Faulenbach asked that a quarterly or biannual update on the Turf Field account revenue be added to page 4 of the budget position. Mr. Giovannone agreed. • Mrs. Monaghan asked about the legal line 53010 in light of the costs for the Labor Relations Board hearings. Mr. Giovannone said this is for the retainer and other charges. Depending on total costs incurred during the year, a transfer may be needed later in the year. • Mrs. Monaghan noted that the \$98,000 for athletic transportation showing on the purchase resolution is a lot of money. • Mrs. Faulenbach said we have many teams and	
--	--	--

	there are many competitions and tournaments. • Dr. Parker noted the benefits to students of keeping active. • Mr. Giovannone noted that grants are highlighted in italics. He said the PLTW grant is from the Goldring Foundation. • Regarding the budget transfer request, since Chromebooks were removed from the budget and funded through capital reserve, Mr. Giovannone said licenses can be removed from individual programs and charged to one line as part of the one order. • Mrs. Monaghan asked if the Chromebooks are purchased from EdAdvance for cost savings. Mr. Giovannone said they are. Mr. McCauley moved to bring the monthly reports: Budget Position 9/30/19, Purchase Resolution D-727 and Request for Budget Transfers to the full Board for approval. Motion seconded by Mrs. Monaghan. Motion passed unanimously. C. Gifts & Donations 1. PTO — Exhibit B • Mrs. Faulenbach said the PTO continues to provide fantastic support. Mr. McCauley moved to bring Gifts & Donations: PTO-Exhibit B to the full Board for approval. Motion seconded by Mrs. Monaghan. Motion passed unanimously. D. Approval of Authorized Signatures Form for ED-099 Agreement for Child Nutrition Programs • Mrs. Faulenbach said this item is self explanatory.	Motion made and passed unanimously to bring the monthly reports: Budget Position dated 9/30/19, Purchase Resolution D-727, and Request for Budget Transfers to the full Board for approval. C. Gifts & Donations 1. PTO — Exhibit B Motion made and passed unanimously to bring Gifts & Donations: PTO-Exhibit B to the full Board for approval. D. Approval of Authorized Signatures Form for ED-099 Agreement for Child Nutrition Programs
--	--	--

	Mrs. Monaghan moved to bring the Authorized Signatures Form for ED-099 Agreement for Child Nutrition Programs to the full Board for approval. Motion seconded by Mr. McCauley. Motion passed unanimously.	Motion made and passed unanimously to bring the Authorized Signatures Form for ED-099 Agreement for Child Nutrition Programs to the full Board for approval.
4.	Items of Information A. Updated Master Schedule of Bids and Proposals - Mrs. Faulenbach thanked Mr. Giovannone for the update, saying it is very helpful to see. She asked if bids are posted. Mr. Giovannone said they are posted on the website, in the newspaper, and mailed to prospective vendors. - Mrs. Faulenbach noted that the legal services bid is as requested only. Policy only requires that they appoint, no time frame is given. B. Update on Administrator and Food Services Negotiations - Ms. Baldelli said they will bring a request to approve an Administrator agreement to the full Board next week for approval. Food Services will follow in November. - Mrs. Faulenbach said Food Services can go right to the Board in November, skipping Operations, since it has been noted here. C. Budget Drivers – District Wide - Mr. Giovannone said this document is similar to the one discussed for Facilities. It is a draft of items on the radar for consideration and is distributed for transparency. - Mrs. Faulenbach asked when an enrollment report will be presented since that factors heavily into budget as well. Dr. Parker said an enrollment update will be given at the November BOE Workshop. - Mrs. Faulenbach noted that the elevator retrofit	Items of Information A. Updated Master Schedule of Bids and Proposals B. Update on Administrator and Food Services Negotiations C. Budget Drivers – District Wide

	will affect all districts. She suggested that Mr. Munrett check for possible state reimbursement, as that sometimes has been offered in the past for like scenarios. • Mrs. Monaghan asked for clarification regarding the SSOs. Dr. Parker said we do not have armed officers now but she has been speaking with Chief Cerruto about possible changes to the current MOU. The Chief would like to come to the next Operations meeting to speak about his goals moving forward for next year. • Mrs. Faulenbach suggested Chief Cerruto come to the full Board instead and speak with all Board members regarding this topic and safety and security in general. This sensitive issue would be protected by executive session. She also suggested that any new MOU be reviewed and approved by both Board and Town legal teams.	
D. Revised Capital Reserve Request for Board of Finance on 10/9/19	• Mrs. Faulenbach said this item was added by amendment. She said the item will go to the Board of Finance tomorrow to close the final loop for this capital reserve request. She said BOF will be asked to sign off on the end of year balance request as well. • Mr. Giovannone said the original request approved in September has been adjusted slightly to allow input from the new Technology Director. The dollar amount and projects have not changed but individual requests within those projects have changed slightly for Technology. It has been aligned with what the district needs today versus eighteen months ago when it was budgeted. • Mrs. Faulenbach said there was a commitment to define the Technology piece better. Since Board of Finance will see the adjustment tomorrow, she said it was appropriate that Board members see it first. The document will	D. Revised Capital Reserve Request for Board of Finance on 10/9/19

**New Milford Board of Education
Operations Sub-Committee Minutes
October 8, 2019
Lillis Administration Building—Room 2**

Page 7

	be sent to all Board members following this meeting, then on to the Board of Finance prior to their meeting tomorrow night. The Board will have representation there.	
5.	Public Comment • There was none.	Public Comment
6.	Adjourn Mr. McCauley moved to adjourn the meeting at 8:10 p.m. seconded by Mrs. Monaghan and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 8:10 p.m.

Respectfully submitted:



Wendy Faulenbach, Chairperson
Operations Sub-Committee