

**New Milford Board of Education
Special Meeting Minutes
March 19, 2020
BY TELECONFERENCE**

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NEW MILFORD, CT

Present:	Mrs. Angela C. Chastain Mr. Joseph Failla Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen P. Monaghan Mrs. Cynthia Nabozny Mrs. Olga I. Rella
Absent:	Mr. Pete Helmus

Also Present:	Dr. Kerry Parker, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent Mr. Anthony Giovannone, Director of Operations and Fiscal Services Ms. Ellamae Baldelli, Director of Human Resources Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Kevin Munrett, Director of Facilities Mrs. Patricia Silverman, Board Clerk
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1.	Call to Order By teleconference, the special meeting of the New Milford Board of Education was called to order at 3:00 p.m. by Mrs. Chastain. Mrs. Chastain asked speakers to identify themselves by name each time they spoke for clarity. She said the meeting was being recorded.	Call to Order
2.	Public Comment There were no comments.	Public Comment
3.	Approval of Minutes A. Approval of the following Board of Education Meeting Minutes: 1. Regular Meeting Minutes February 25, 2020	Approval of Minutes A. Approval of the following Board of Education Meeting Minutes: 1. Regular Meeting Minutes February 25, 2020

	Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes February 25, 2020, seconded by Mrs. Monaghan and passed unanimously.	Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes February 25, 2020.
4.	Superintendent's Report Dr. Parker thanked Board members for their help with Chromebook distribution this morning. She said there is a community volunteer who will be setting up Lending Libraries for students. The "grab and go" lunch program was approved in record time and information will be going out to parents today. She said the district's Distance Learning Plan was distributed to all staff and the BOE this afternoon. Principals will meet virtually with staff groups tomorrow and professional development will take place Monday and Tuesday before the launch to students on Wednesday. She said this is all very new, and there may be snags as the process evolves. She is so proud of the administrative team's work. She said there was a group conversation among area superintendents this morning, and New Milford is right in the mix with all.	Superintendent's Report
5.	Board Chairman's Report Mrs. Chastain said she appreciates the Board stepping up to help out in the community. She welcomes suggestions for additional support. She thanked the administration and staff for their planning and said they have already done amazing work in the few days schools have been out.	Board Chairman's Report
6.	Discussion and Possible Action	Discussion and Possible Action
A.	Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated March 17, 2020	A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated March 17, 2020

	Mr. McCauley moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 17, 2020, seconded by Mrs. Faulenbach. • Mrs. Faulenbach asked if this list was up to date since things are changing daily. Ms. Baldelli said yes, and that they are bringing appointments forward, including those for spring coaches, so they will be ready when schools reopen. • Mr. McCauley asked if the search for the math teacher at the high school is still ongoing. Ms. Baldelli said it is but they have no one yet to recommend. The motion passed unanimously. B. Monthly Reports 1. Budget Position dated February 29, 2020 2. Purchase Resolution: D-732 3. Request for Budget Transfers Mrs. Rella moved to approve monthly reports: Budget Position dated February 29, 2020; Purchase Resolution D-732; and Request for Budget Transfers, seconded by Mrs. McInerney. • Mrs. Faulenbach asked if the line item adjustment would balance out by the end of the year. Mr. Giovannone said it will. • Mr. Giovannone said the excess cost payment was received on March 11, 2020 after this report was produced. The amount received was \$553,320, which is greater than the \$533,633 that was budgeted for the full year. This is very good news since there is no way of knowing what, if any, funds will be credited in May. • Mrs. Monaghan said this is excellent news and provides some security. • Mrs. Faulenbach asked for confirmation that the turf field account includes money received from advertising and banners. Mr. Giovannone said it does: \$7,675.00 from roster fees and \$2,550.00 from banner fees for a total of \$10,225.00.	Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of March 17, 2020. B. Monthly Reports 1. Budget Position dated February 29, 2020 2. Purchase Resolution: D-732 3. Request for Budget Transfers Motion made and passed unanimously to approve monthly reports: Budget Position dated February 29, 2020; Purchase Resolution: D-732; and Request for Budget Transfers.
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	The motion passed unanimously.	
C.	Gifts & Donations 1. PTO – Exhibit B Mrs. Monaghan moved to accept Gifts and Donations: PTO – Exhibit B in the amount of \$17,848.97, seconded by Mr. McCauley. The motion passed unanimously.	C. Gifts & Donations 1. PTO – Exhibit B Motion made and passed unanimously to approve Gifts & Donations: PTO – Exhibit B in the amount of \$17,848.97.
D.	Activity Stipend Request 1. Schaghticoke Middle School Mrs. Nabozny moved to approve the stipend position of <i>Skills21</i> advisor for Schaghticoke Middle School, seconded by Mr. McCauley. • Mrs. McInerney asked if the approval is for this year. Ms. Baldelli said it is; they would like the position approved so it is ready when schools start again. She said it is funded by a two year grant. The motion passed unanimously.	D. Activity Stipend Request 1. Schaghticoke Middle School Motion made and passed unanimously to approve the stipend position of <i>Skills21</i> advisor for Schaghticoke Middle School.
E.	Food and Nutrition Services – Exhibit C 1. Healthy Food Certification Statement Mrs. McInerney moved that the New Milford Board of Education continue its participation in the National School Lunch Program and pursuant to Section 10-215f of the C.G.S., certify that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2020, through June 30, 2021. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but	E. Food and Nutrition Services – Exhibit C 1. Healthy Food Certification Statement Motion made and passed unanimously that the New Milford Board of Education continue its participation in the National School Lunch Program and pursuant to Section 10-215f of the C.G.S., certify that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut

not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups, seconded by Mr. McCauley.

The motion passed unanimously.

2. Food Certification Exemptions for School Fundraisers

Mrs. Nabozny moved that the New Milford Board of Education allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "regular school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held, and must be the same place as the food sales, seconded by Mrs. McInerney.

The motion passed unanimously.

Nutrition Standards during the period of July 1, 2020, through June 30, 2021. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups.

2. Food Certification Exemptions for School Fundraisers

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	3. Beverage Certification Exemptions Mrs. Nabozny moved that the New Milford Board of Education allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, and must be the same place as the beverage sales, seconded by Mrs. Monaghan. The motion passed unanimously.	3. Beverage Certification Exemptions Motion made and passed unanimously that the New Milford Board of Education allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, and must be the same place as the beverage sales.
F.	Approval of the Following Curricula 1. Accounting I 2. AP Psychology 3. Child Development 4. Children’s Lit CP 5. Children’s Lit Honors 6. Design Foundations I 7. Design Foundations II 8. German III CP 9. German III Honors 10. Intellectual History 11. Personal Finance II 12. SAT Reading & Writing	F. Approval of the Following Curricula 1. Accounting I 2. AP Psychology 3. Child Development 4. Children’s Lit CP 5. Children’s Lit Honors 6. Design Foundations I 7. Design Foundations II 8. German III CP 9. German III Honors 10. Intellectual History 11. Personal Finance II 12. SAT Reading & Writing

	Mrs. McInerney moved to approve the following curricula: 1. Accounting I 2. AP Psychology 3. Child Development 4. Children's Lit CP 5. Children's Lit Honors 6. Design Foundations I 7. Design Foundations II 8. German III CP 9. German III Honors 10. Intellectual History 11. Personal Finance II 12. SAT Reading & Writing Seconded by Mr. McCauley • Mrs. Rella asked why approval is requested for SAT Reading & Writing since the course was eliminated at budget time. • Ms. DiCorpo said it was part of the Five Year Curriculum Plan and had been written before budget action. It is adaptable and can be narrowed down for the after school course that is now proposed. The motion passed unanimously. G. Policies for First Review 1. 5117 School Attendance Areas 2. 5118.1 Homeless Students • Mrs. Faulenbach said these are up from committee for first review and discussion to keep them moving along the timeline. She encouraged Board members to read through them and bring any questions as the policies move through the process. H. SNIS Elevator Mrs. Rella moved to approve mandated work on the SNIS elevator in the amount of \$49,000.00 through the U.S. Communities purchasing agreement, and to request that amount from capital reserve, seconded by Mr. McCauley.	Motion made and passed unanimously to approve the following curricula: 1. Accounting I 2. AP Psychology 3. Child Development 4. Children's Lit CP 5. Children's Lit Honors 6. Design Foundations I 7. Design Foundations II 8. German III CP 9. German III Honors 10. Intellectual History 11. Personal Finance II 12. SAT Reading & Writing G. Policies for First Review 1. 5117 School Attendance Areas 2. 5118.1 Homeless Students H. SNIS Elevator Motion made and passed unanimously to approve mandated work on the SNIS elevator in the amount of \$49,000.00 through the U.S. Communities purchasing
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	- Mrs. Faulenbach said this was presented at Facilities, then at Operations. They felt the need to bring it forward now, keeping in mind the steps needed for requests to Town Council and Board of Finance. She encouraged the Board to keep the request moving forward to the Town. The motion passed unanimously. I. SNIS Air Conditioner - Cafeteria Mrs. Monaghan moved to approve the replacement of the SNIS roof top unit in the amount of \$66,000.00 through the U.S. Communities purchasing agreement, and to request that amount from capital reserve, seconded by Mr. McCauley. - Mrs. Faulenbach said this is the same situation as with the elevator. She said, for the record, information was requested regarding the warranty and that had been received. - Mr. McCauley said they discussed at Facilities that this project was too late for Celtic Energy consideration, as the Celtic project is moving slower than had been planned. The motion passed unanimously. J. Textbook Approval Mrs. McInerney moved to approve the following textbook: Understanding Comics: The Invisible Art – Grade 12, reference for grades 9-12, seconded by Mrs. Rella. The motion passed unanimously.	agreement, and to request that amount from capital reserve. I. SNIS Air Conditioner – Cafeteria Motion made and passed unanimously to approve the replacement of the SNIS roof top unit in the amount of \$66,000.00 through the U.S. Communities purchasing agreement, and to request that amount from capital reserve. J. Textbook Approval Motion made and passed unanimously to approve the following textbook: Understanding Comics: The Invisible Art – Grade 12, reference for grades 9-12.
7.	Items For Information And Discussion A. Field Trip Report Dr. Parker said all field trips are cancelled for now.	Items For Information And Discussion A. Field Trip Report

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	• Ms. DiCorpo said they are sharing information with staff regarding virtual field trip links. B. Excess Cost • Mr. Giovannone said this was discussed under the monthly reports. C. BOE 2020-2021 Budget Update • Mr. Giovannone said the Town Council passed the adopted Board budget of a 2.2% increase. The Town requested it in a format for publishing and Mr. Giovannone supplied that on Monday by Town deadline. • Mrs. Chastain said she understands that the Town intends to keep to the original schedule for now. The Board of Finance usually meets the last week of April. • Mrs. Faulenbach said, per Town charter, referendum must take place by the third week of May. • Mrs. Chastain said she would keep Board members informed of pertinent dates.	B. Excess Cost C. BOE 2020-2021 Budget Update
8.	Adjourn Mr. McCauley moved to adjourn the meeting at 3:34 p.m., seconded by Mrs. McInerney and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn at 3:34 p.m.

Respectfully submitted:



Wendy Faulenbach
Secretary
New Milford Board of Education