

**New Milford Board of Education
Regular Meeting Minutes
November 8, 2016
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. Bill Dahl, Vice Chairman Mrs. Angela Chastain Mr. Robert Coppola Mrs. Wendy Faulenbach Mr. Dave Littlefield Mr. Brian McCauley Mrs. Tammy McInerney Mr. J.T. Schemm	RECEIVED TOWN CLERK 2016 NOV 14 A 8:51 07
Absent:	Mr. David A. Lawson	

Also Present:	Mr. Joshua Smith, Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Anthony Giovannone, Director of Fiscal Services and Operations Ms. Roberta Pratt, Director of Technology Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Kevin Munrett, Facilities Manager Mrs. Anne Bilko, Sarah Noble Intermediate School Principal Ms. Kendall Stewart, Student Representative
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NEW MILFORD, CT

1.	Call to Order	Call to Order
A.	Pledge of Allegiance The regular meeting of the New Milford Board of Education was called to order at 7:30 p.m. Mr. Dahl said the Board strives hard to create a learning environment for students and staff and recognizing the success of students and staff affirms that the Board is going in the right direction. The Pledge of Allegiance immediately followed the call to order.	A. Pledge of Allegiance
2.	Recognition	Recognition
A.	Commended Students - 2017 National Merit Program: NMHS students Anthony Harkin, Jennifer Kast, Christopher Kipp, Sam Maniscalco, Raquel	A. Commended Students - 2017 National Merit Program: NMHS students Anthony Harkin,

	Morehouse and Rebecca Thomas B. Semifinalists - 2017 National Merit Program: NMHS students Drew Humphreys and Ian Speziale - Mr. Smith said 380 students took the exam at NMHS and to be able to recognize this many students at such a high level is an accomplishment. C. NMPS Retiree: Linda Durkin - Mr. Smith said Mrs. Durkin has been working in New Milford for 23 ½ years, starting as a special education paraeducator, and retiring as the Accounts Payable Clerk for the District. D. NMPS Stars of the Month: Ruby Elaine Annese, Helen Crossen, Jasmina Ferizovic, Karen Hores, Justin Mack, James Martin - Mr. Smith read a comment about each Star from the person who nominated them. They each received a pin recognizing their nomination and Ms. Hores was randomly selected to drive the Ingersoll Automotive Courtesy Car for the month. The meeting recessed at 7:41 p.m. for a short reception and reconvened at 7:47 p.m.	Jennifer Kast, Christopher Kipp, Sam Maniscalco, Raquel Morehouse and Rebecca Thomas B. Semifinalists - 2017 National Merit Program: NMHS students Drew Humphreys and Ian Speziale C. NMPS Retiree: Linda Durkin D. NMPS Stars of the Month: Ruby Elaine Annese, Helen Crossen, Jasmina Ferizovic, Karen Hores, Justin Mack, James Martin
3.	Public Comment Greg Mullen, a New Milford resident, thanked the Board for being transparent. He noted that they form committees, hire experts, get proposals and make that information public. He noted a committee was formed to study the trends of population at John Pettibone and in the end the move went well, the children are fine and the taxpayers saved money. He said this process is	Public Comment

	being threatened by the Mayor who said this move to Pettibone won't cost the Board anything, but it will cost the taxpayers. He told the Board to stand up for itself and not allow the Mayor to bully them. He said to lead by example and do the right thing. • Steve Looney, a New Milford resident, said he also appreciated the time and effort the Board members put in and said people are paying attention. They are going to Council meetings and Facilities meetings. He said he had three children go through the school system and he does not want to lose the sense of community in this Town. He said the school reconsolidation went well. He said he is concerned about the closure of East Street. He noted the other departments going to Pettibone are dictated to by the Mayor's office and said if the Mayor wants to keep the school going he should do so but does not want the Board to be a scapegoat in the future to keep Pettibone open. He told the Board to stand up and stay independent.	
4.	PTO Report • Kathleen Lewis, PTO president, said Northville's Spooktacular Hallowfest was a success along with the Pumpkins in the Dark. This event was hosted by the Grad Party Committee, with help from the NMHS Drama Club, Key Club and National Honor Society. • The PTO is always looking for ways to raise funds to help support the schools. Some campaigns in the next couple of months include: holiday shops, book fairs, a cookbook fundraiser and a Titans tie-in at Hill & Plain. Many of the local businesses work with the PTO to raise funds. Some include: All Aboard Pizzeria, Panera, Hong's Olympic Taekwondo and Tasty Wave. Some events where these funds will be used are: author visits, off-set costs for field trips and assemblies that can be provided at the school.	PTO Report

	• Ms. Lewis thanked the volunteers who have stepped up to the plate this year. Besides planning and running the events, the PTOs have organized volunteers for picture day, hearing and vision testing, bus evacuation drills and cafeteria help which is needed every day at some of the schools. Without the help of volunteers, the PTO would not exist. • In addition to providing for the students in New Milford, the PTO also thanked the staff for all of their hard work. Today the PTO was able to provide some school merchandise that was raffled off as door prizes for teachers at the Professional Development Day. • For December, in the K-5 schools the PTO will have events associated with the book fairs and holiday shops along with the next Spirit Day – Ugly Sweater Day. At SMS the Crane-A-Thon is about to kick off. All the paper cranes that are made will be donated to help decorate the Danbury and New Milford hospitals.	
5.	Student Representatives' Report • Ms. Stewart was glad for election day so that she and other students could get caught up on their homework that they didn't do over the weekend! • This past Saturday was the CMEA regional audition for voice and music – New Milford is in the Northern Regional and apparently there will be quite a few New Milford students involved including Ms. Stewart. • This Friday is Veterans Day and the high school band will be marching in the New York Veterans Day Parade. • The next activity day is November 17th and this is a good time for students to get active and explore other clubs. • The Spanish Honor Society will be hosting a talent show on November 18th at 7 p.m. • Winter athletics start on December 3rd. • Thanksgiving Break is upcoming and Ms.	Student Representatives' Report

	Stewart wished all the Board members a Happy Thanksgiving.	
6.	Approval of Minutes A. Approval of the following Board of Education Meeting Minutes 1. Special Meeting Minutes October 18, 2016 Mr. Littlefield moved to approve the following Board of Education Meeting Minutes: 1. Special Meeting Minutes October 18, 2016 Seconded by Mrs. Chastain. Mrs. McInerney said the minutes should be revised to correct Rubric's Cube to Rubik's Cube. The motion passed 7-0-1. Aye: Mrs. Faulenbach, Mr. Schemm, Mr. Dahl, Mr. McCauley, Mrs. Chastain, Mrs. McInerney, Mr. Littlefield Abstain: Mr. Coppola	Approval of Minutes A. Approval of the following Board of Education Meeting Minutes 1. Special Meeting Minutes October 18, 2016 Motion made and passed to approve the following Board of Education Meeting Minutes: 1. Special Meeting Minutes October 18, 2016
7.	Superintendent's Report - Mr. Smith said today was the professional development day for the district and the district had a national author speak in the morning who helped tie into the K-8 writing curriculum. The administrators had professional development as well. - Veterans Day will be celebrated at all the schools. - The Teacher of the Year ceremony for the State is Thursday and Mrs. Kraft and he will attend. - The parent – teacher conferences are ongoing at the secondary level. - The Youth Agency survey approved last month has been delayed until December to allow more time to work it into the Health curriculum.	Superintendent's Report

	- Mrs. Chastain asked what the PTO prizes were used for during the professional development and Mr. Smith said they are trying to make the professional development more interactive so they do an EdCamp and try to get teachers to be involved. As the teachers get involved in the presentation they are given prizes, raffles, candy for participation. - Ms. DiCorpo said they had Starbucks and Dunkin Donuts gift cards for example as well as a day trip.	
8.	Board Chairman's Report Mr. Dahl, filling in for Mr. Lawson, had no report.	Board Chairman's Report
9.	Committee and Liaison Reports A. Facilities Sub-Committee – Mr. Coppola - Mr. Coppola thanked Sarah Herring who had been in the audience earlier this evening for pointing out the A/C and heat issue at Schaghticoke. Mr. Munrett is looking at the issue. He said the athletic wing project for the high school was discussed and will enhance the outside area so athletes, among others, have a place to hang out and read and study before their sports programs. East Street School was discussed as was the possibility of getting a lease agreement for Pettibone. The Schaghticoke roof will be done soon and the chiller project is in final testing. B. Operations Sub-Committee – Mrs. Faulenbach - Mrs. Faulenbach said most of the items discussed were on the agenda tonight for discussion or action. The legal contract potential RFP request is on the agenda. The substitute fill rates in terms of filling the positions will be discussed in December. The Health inspections were done and	Committee and Liaison Reports A. Facilities Sub-Committee B. Operations Sub-Committee

	the schools did well as usual.	
C.	Policy Sub-Committee – Mr. Schemm Mr. Schemm said there are two policies on the agenda tonight for second review. They discussed the evaluation of the Superintendent and the construction of the agenda. November 16th will be the Board meeting with CAFE to discuss goals.	C. Policy Sub-Committee
D.	Committee on Learning – Mr. Dahl Mr. Dahl said they discussed many curricula and had a first presentation of two new AP classes geared to different types of students.	D. Committee on Learning
E.	EdAdvance– Mr. Coppola Mr. Coppola showed the 2015-16 EdAdvance budget and noted this year's is similar. He said most of the money comes from grants. He said the big project ongoing now is the Wooster School building being turned into a building for students with extreme behaviors. He also showed the user service matrix noting that New Milford uses 18 of the 22 services provided.	E. EdAdvance
F.	Connecticut Boards of Education (CAFE) – Mr. Coppola Mr. Coppola said the annual conference is November 18th and 19th and the registration is still open. Mr. Coppola had received a copy of the legislative action platform which CAFE will try to push in the next legislative session.	F. Connecticut Boards of Education (CAFE)
G.	Negotiations Committee – Mrs. Faulenbach Mrs. Faulenbach said they had pretty much wrapped up the last contract and said a tremendous amount of time goes into the negotiations and she thanked Mr. Dahl,	G. Negotiations Committee

	Mr. McCauley, Mr. Schemm and the administration. H. Magnet School – Mr. Schemm • Mr. Schemm said the Magnet School principal will be hosting an open house on December 1st for parents interested in admissions. • Mr. Dahl thanked the committee chairs for creating good learning environments for the members.	H. Magnet School
10. A.	Discussion and Possible Action Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated November 8, 2016 Mrs. Faulenbach moved to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of November 8, 2016, seconded by Mr. McCauley. • Mr. Coppola emphasized Ms. Durkin’s experience of 23 1/2 years and said she always made him feel welcome. • Mrs. Chastain asked about the coach and assistant coach being shared and Ms. Baldelli said it has been done in the past due to not being able to find two coaches. • Mrs. McInerney asked when the Board would see the substitute teachers and Ms. Baldelli said the Board received the first list in the fall, will receive an update in February and at the end of the year. The motion passed unanimously. B. Monthly Reports 1. Budget Position dated 10/28/16 2. Purchase Resolutions: D-692	Discussion and Possible Action A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated November 8, 2016 Motion made and passed unanimously to approve Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of November 8, 2016. B. Monthly Reports 1. Budget Position dated 10/28/16 2. Purchase Resolutions: D-692

	3. Request for Budget Transfers Mrs. McInerney moved to approve monthly reports: Budget Position dated October 28, 2016; Purchase Resolution D-692; and Request for Budget Transfers, seconded by Mrs. Faulenbach. • Mrs. Faulenbach said everyone should have received the memo regarding the insurance overview. • Mr. Giovannone said the \$803,000 available in health insurance was not encumbered due to the timing of the report. Currently there is \$236,233 available. The live report shows the encumbrance for Cigna, teamster insurance, vision insurance, and HSA contributions. • Mrs. Faulenbach wanted to share that there are a lot of components under employee benefits. • Mr. Coppola asked if the \$656,094 in the salary line was due to open positions. Mr. Giovannone said it was open positions, recently filled positions, or replacement salary savings. • Mr. Coppola asked how the \$25,000 for field trips was divided and Mr. Smith said they reviewed the number of students enrolled in K-5, divided by grade and enrollment and then assigned the equivalent amount per student. • Mr. Coppola said he just wanted to be sure the field trip money was being spread across grades equitably. He also said he hoped to get this number to grow in the upcoming budget. • Mr. Schemm asked about the encumbered amount for coaching stipends and non-certified stipends and Mr. Smith said the coaching dollars are not encumbered until the end of the sports season - so fall is encumbered now, winter will wait until the end of the winter season. The motion passed unanimously. C. Policies for Second Review 1. 5124 Reporting to Parents/Guardians –	3. Request for Budget Transfers Motion made and passed unanimously to approve monthly reports: Budget Position dated October 28, 2016; Purchase Resolution D-692; and Request for Budget Transfers. C. Policies for Second Review 1. 5124 Reporting to
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Report Cards • Mr. Schemm noted that the policy 5124 was a change in language to lines like "such as parent portal". • Mr. Coppola said he did not know how the parent portal worked and asked for an explanation and Mrs. Chastain said that is the website tool where a parent can enter a user name and password and see their child's schedule, assignments, grades, etc. • Mr. Littlefield said the idea was that a parent would not be surprised when their children received a failing grade because they could see how they were doing all along. • Mrs. McInerney said there are different levels for each grade. 2. 9320 Meetings of the Board (version #1 or version #2) • Mrs. Faulenbach asked for clarification that these policies would go back to the subcommittee and then be brought back to the Board for final approval and Mr. Smith said it would be on the December agenda. He said the policies come for first review to the Board, second review to the Board and then back to the Board for approval. • Mr. Schemm said he appreciated the idea of stacking the meetings per policy 9320. He said under this proposal the Board meeting would be the third Tuesday which would allow both sets of subcommittees to meet before the Board meeting. • Mr. Coppola said he disagreed with the change and asked when it would take effect and Mrs. Faulenbach said they do not have an answer to that because the sub-committee talked about whether to hold off for a year or make the change now. • Mr. Coppola said if the plan is to make the change effective in February of next year he would have to vote no.	Parents/Guardians – Report Cards 2. 9320 Meetings of the Board (version #1 or version #2)
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- Mrs. McInerney said discussion took place about starting this with the next term as well.
- Mrs. Faulenbach noted version #1 was the day change and version #2 was the change in an agenda item going to the Board Chair.
- Mr. Coppola said he could not meet on the third Tuesday and said this change should go into effect next fall.
- Mr. Dahl asked if the intent was to merge versions 1 and 2. Mrs. Faulenbach said they could merge but she brought it up so that the policy was not left to interpretation. She felt if three board members asked for an agenda item it should be on automatically.
- Mr. Schemm asked if the Board felt the current bylaws were broken and Mrs. Chastain felt they were not broken now but she wanted to protect the integrity of the Board going forward. Mrs. Faulenbach said she felt there have been instances in the past when an item just appeared on the Board agenda.
- Mr. Coppola said he disagreed that if three members wanted something on the agenda it should be automatic. He felt the item should go to the sub-committees first.
- Mrs. Faulenbach noted three members can call a full Board meeting.
- Mr. Dahl said this discussion had gone on long enough and Mr. Coppola said he didn't realize there was a time keeper on how long items could be discussed.

D. Approval of the Following Curricula

1. Sixth Grade Health
2. Health II
3. Introduction to Video Production
4. Advanced Video Production
5. Grade 6 Mathematics
6. Grade 7 Mathematics
7. Grade 7 Pre-Algebra
8. Algebra 1 Honors
9. Practical Math – Applications of Probability
10. Practical Math – Applications of Statistics

D. Approval of the Following Curricula

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7. Grade 7 Pre-Algebra
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11. Practical Math – Applications of Percents 12. Practical Math – Applications of Measurement Mr. McCauley moved to approve the following curricula: 1. Sixth Grade Health 2. Health II 3. Introduction to Video Production 4. Advanced Video Production 5. Grade 6 Mathematics 6. Grade 7 Mathematics 7. Grade 7 Pre-Algebra 8. Algebra 1 Honors 9. Practical Math – Applications of Probability 10. Practical Math – Applications of Statistics 11. Practical Math – Applications of Percents 12. Practical Math – Applications of Measurement Seconded by Mrs. McNerney. • Mrs. Chastain asked about the number of electives and Mr. Smith said part of the rationale for restructuring the math courses was to get the mandatory four years of math credits. He also discussed the enrollment in all types of classes noting that the district shouldn't pick and choose when low enrollment is acceptable and when it is not. It should be consistent from course to course. He said they are looking at class enrollment information and will do a student enrollment and course selection report prior to the budget preparation. The motion passed unanimously.	9. Practical Math – Applications of Probability 10. Practical Math – Applications of Statistics 11. Practical Math – Applications of Percents 12. Practical Math – Applications of Measurement Motion made and passed unanimously to approve the following curricula: 1. Sixth Grade Health 2. Health II 3. Introduction to Video Production 4. Advanced Video Production 5. Grade 6 Mathematics 6. Grade 7 Mathematics 7. Grade 7 Pre-Algebra 8. Algebra 1 Honors 9. Practical Math – Applications of Probability 10. Practical Math – Applications of Statistics 11. Practical Math – Applications of Percents 12. Practical Math – Applications of Measurement
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E.	NMHS Athletic Wing Outside Improvement Plan Mr. Coppola moved to approve the NMHS Athletic Wing Outside Improvement Plan, seconded by Mrs. Chastain. • Mr. Coppola said this was an outstanding project brought to the Facilities Sub-Committee by Mr. Munrett. He said this will be a space for students to stay after school before their sporting events to study and read. He noted the athletic staff created the plan. • Mr. Schemm said this is also a good gateway to the athletes pass through and it's great to see the support from the community. The motion passed unanimously.	E. NMHS Athletic Wing Outside Improvement Plan Motion made and passed unanimously to approve the NMHS Athletic Wing Outside Improvement Plan.
F.	Legal Contract Review Mr. Dahl asked for a motion to approve a paper review of requests for proposal (RFPs) for the Legal Contract. No motion was made and thus the item did not move forward.	F. Legal Contract Review
G.	East Street 1. ADA Compliance Report and Funding Mr. Coppola moved to authorize Joshua Smith, Superintendent of Schools, to engage an engineer or contractor to determine the costs for the East Street School ADA compliance, seconded Mrs. Chastain. • Mr. Coppola felt the Board needs to do something quickly and fund this study itself versus asking the Mayor. • Mr. Dahl felt the motion did not say anything about hiring anyone. • Mrs. Faulenbach said the Board does need to get a professional opinion and it is the right and obligation of the Board to do this. But she felt the	G. East Street 1. ADA Compliance Report and Funding Motion made to authorize Joshua Smith, Superintendent of Schools, to engage an engineer or contractor to determine the costs for the East Street School ADA compliance.

	Town should be asked to fund the study. Mrs. Faulenbach moved to amend the motion that the Board hire an engineer or contractor to gather data for the ADA compliance for East Street School contingent on the Town funding the request, seconded by Mrs. Chastain. • Mr. Coppola noted this amendment replaces what he had moved. • Mrs. Faulenbach said this has been done before on other studies and felt this should be a collaborative effort. • Mr. Coppola felt the Board would be spinning its wheels trying to get the money. • Mr. McCauley said he did not feel the Board would be able to get money from the Town but this study needed to be done. • Mrs. McInerney asked Mrs. Faulenbach if the purpose of this motion was to get the Town to say no because she had no problem trying to get the Town to fund this. • Mrs. Faulenbach said the Board did not budget for this and didn't request this move so she felt the Town should be willing to partner with the Board and pay for this study. • Mr. Schemm said he felt this study was the Board's responsibility. He noted the budget was constructed 13 or 14 months in advance and things come up. He also felt if the Board paid for this study it would be in the control of the Board. • Mrs. Faulenbach said if the Board did not want to ask the Town for money then she would be willing to entertain Mr. Coppola's motion. • Mr. Littlefield said he felt the Board should pay for this study so it was not dictated by the Town. But he wanted an estimate of the price first. • Mrs. Chastain read an e-mail from the Mayor which in part stated that asking the Town to pay for additional consultants was not going to be productive. • Mr. Smith said an RFP could go out to get	Motion amended that the Board hire an engineer or contractor to gather data for the ADA compliance for East Street School contingent on the Town funding the request.
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proposals for costs pretty quickly. • Mr. Dahl said the Board should vote on the amendment. The amendment failed 1-7. Aye: Mrs. Faulenbach No: Mr. Littlefield, Mrs. Chastain, Mr. Schemm, Mr. Dahl, Mr. McCauley, Mrs. McInerney, Mr. Coppola • Mrs. Faulenbach said this is a Town issue and said they have used Milone and McBroom many times and can't imagine this would be a \$50,000 cost. The main motion passed unanimously. H. Pickett District Property 1. Request for Lease Agreement from the Town Mr. Coppola moved that Joshua Smith, Superintendent of Schools, and the Board Chair talk to the Mayor about an agreement on a possible move to John Pettibone School, seconded by Mr. Littlefield. • Mr. Coppola said he is upset with the Town and previous Mayor that moved Loaves and Fishes out since they had no lease agreement. He also mentioned the Children's Center having nothing in writing and so he felt something in writing was needed for this potential move. • Mr. Littlefield said he felt it was premature to talk about a lease when they are trying to figure out East Street School. • Mr. Schemm said it would be good to get the details of a lease agreement. • Mrs. McInerney felt the Board should continue moving forward and not wait. She said it was a good idea to see what the lease might entail. • Mrs. Faulenbach said the lease agreement was mentioned at the last Board meeting and the	The amendment failed 1-7. The main motion passed unanimously. H. Pickett District Property 1. Request for Lease Agreement from the Town Motion made that Joshua Smith, Superintendent of Schools, and the Board Chair talk to the Mayor about an agreement on a possible move to John Pettibone School.
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	Board does need to know its responsibilities cost wise. But she said the Board should figure out East Street first and not get too much information thrown at it. Mrs. Chastain moved to amend the motion to ask for a draft agreement. • Mr. Dahl asked Mr. Coppola if he would accept that as part of his motion and he said he would. • Mr. Smith suggested the motion should say Board Chair or designee. • Mr. Coppola accepted the addition of designee. The main motion that Joshua Smith, Superintendent of Schools, and the Board Chair or designee talk to the Mayor about a draft agreement on a possible move to John Pettibone School passed 7-1. Aye: Mrs. Chastain, Mrs. Faulenbach, Mr. Schemm, Mr. Dahl, Mr. McCauley, Mrs. McInerney, Mr. Coppola No: Mr. Littlefield	Motion amended to ask for a draft agreement. The main motion that Joshua Smith, Superintendent of Schools, and the Board Chair or designee talk to the Mayor about a draft agreement on a possible move to John Pettibone School passed.
11.	Items of Information A. Field Trip Report • Mr. Coppola said he was excited to see the students going to the Hollywood Christmas parade and asked if they would need help with fundraising and Ms. DiCorpo said they would be doing a lot of fundraisers. B. Textbook Previews • Ms. DiCorpo said there will be two books in December for approval. C. Air Conditioning at SMS • Mr. Coppola said this was being investigated and Mr. Smith said this would be a Facilities	Items of Information A. Field Trip Report B. Textbook Previews C. Air Conditioning at SMS

**New Milford Board of Education
Regular Meeting Minutes
November 8, 2016
Sarah Noble Intermediate School Library Media Center**

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	discussion at budget time because the cost to do the A/C at Schaghticoke would be \$1.4 million and to do the elementary schools as well the cost would be about \$2.5 million.	
12.	Adjourn Mr. McCauley moved to adjourn the meeting at 9:45 p.m., seconded by Mr. Coppola and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 9:45 p.m.

Respectfully submitted:



Wendy Faulenbach
Secretary
New Milford Board of Education