

**New Milford Board of Education
Operations Sub-Committee Special Meeting Minutes
August 8, 2017
Lillis Administration Building—Room 2**

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NEW MILFORD, CT

Present: Mrs. Wendy Faulenbach, Chairperson
Mrs. Angela C. Chastain
Mr. Robert Coppola

Absent: Mr. Brian McCauley

Also Present: Mr. Joshua Smith, Superintendent
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

1.	Call to Order The special meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 6:45 p.m. by Mrs. Faulenbach.	Call to Order
2.	Public Comment There was none.	Public Comment
3.	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence - Ms. Baldelli said there would be a revised Exhibit A in Friday's Board packet. - Mrs. Faulenbach asked where we stand with open positions. Ms. Baldelli all but one certified position is filled or in progress. - Mr. Smith said the unfilled position is for the Technology Education teacher at the high school. This is a shortage area and they are already looking at other alternatives to open the year if needed. - Mrs. Faulenbach asked about the number of students affected and Mr. Smith said the teacher has a full load of course sections. - Mrs. Chastain asked if future Exhibit A reports can have new hires listed separately from	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence

	positions such as head teachers and team leaders so they are easier to review. • Mr. Coppola asked for confirmation that the Board is just acknowledging these hires since they had given the Superintendent authorization to make appointments. Mr. Smith said that is correct. • Mrs. Faulenbach asked if a motion was necessary in that case. Consensus was to make the motion for consistency with past practice. Mr. Coppola moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval. Motion seconded by Mrs. Chastain. Motion passed unanimously. B. Monthly Reports 1. Budget Position dated 7/31/17 2. Purchase Resolution D-701 3. Request for Budget Transfers • Mr. Coppola asked about the legal services line and whether or not there was any credit given for retainer not used last year. Mr. Giovannone said the budgeted amount was \$189,000 and the line shows \$171,000 due to a credit of approximately \$18,000. • Mrs. Faulenbach asked for clarification on the different dollar amounts for student transportation on the budget position (\$4,356,380) and purchase resolution (\$3,930,810.94). Mr. Giovannone said the purchase resolution does not include fuel which is paid separately. • Mrs. Chastain asked why there were two lines for 17/18 school year transportation on the purchase resolution. Mr. Giovannone said one was for summer transportation, the other for students during the school year. • Mrs. Faulenbach asked about the encumbrance	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 7/31/17 2. Purchase Resolution D-701 3. Request for Budget Transfers
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	for certified staff. Mr. Giovannone said the first teacher pay period is September 1. The balance following that should represent turnover savings minus vacancies. • Mr. Coppola asked where the outsourcing of staff positions to EdAdvance shows up. Mrs. Olson said that is in the lines for student care workers and job coaches. • Mrs. Faulenbach asked for confirmation that 17/18 year means for the entire school year and not just until January 1. Mr. Giovannone said that is correct. • Mr. Coppola said it was his understanding that the regular Board meetings were moved to the third Tuesday of the month to capture more up to date financial reports and asked if an update would be given for Tuesday. Mr. Smith said the change was made so as to capture a full month of reporting, versus straddling months, as was the case with this report for July so no updated budget position is needed before next week's Board meeting. • Mrs. Faulenbach asked for confirmation that the pension line amount is given by the Town and that this is the full amount for the year. Mr. Giovannone said that is correct. He said health insurance is paid in monthly installments which will start next month. • Mrs. Faulenbach opened discussion on the budget transfer requests report, specifically the transition administrator transfer piece. • Mr. Smith said this topic was first considered at budget time and has evolved as further data has become available. • Mr. Coppola noted the background memo said he would like to see the new structure focus on grades K-5 versus just K-2 as he thinks there is a more significant need for social emotional support in the middle years. He said he felt additional support had already been given at the K-2 level with the addition of kindergarten teachers through the budget process. • Mr. Smith said there he feels there is a	
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	significant need system-wide. The ESS program helps at the high school. The K-8 plan needs to be systemic with emphasis from administrators and staff and not be driven by just one person. The school climate committees and school goals will need to align. • Mrs. Chastain asked what the current administrative staffing is at SMS. Mr. Smith said there is currently a full time principal, 2.4 assistant principals, and a .45 transition administrator. • Mrs. Chastain said she unhappy that this change was not explained more fully during the budget process and feels it is a case of trying to find a position for a particular individual rather than addressing district needs. She would prefer to have trainers work directly with the teachers in this area. She does not support the budget transfer request. • Mrs. Faulenbach asked what would happen if the position stays as is. Mr. Smith said it would be reposted, as this is no longer a shortage area. • Mrs. Faulenbach asked what would happen if the position was cut and no social emotional support added. Mr. Smith said the \$65,000 would stay in the budget salary account. • Mrs. Faulenbach said she appreciates the honest conversation. She said she could have cut the social emotional position in June if she felt the need and chose not to. The funds are there. She does support cutting the transition administrator position as that need has passed, but does not want to leave \$65,000 in the budget with no plan, and the administration has presented a plan for this work. She said she thinks the request warrants conversation by the full Board and hopes the committee will send it forward so that can occur. • Mrs. Faulenbach encouraged other Board members to contact Mr. Smith if they have questions. • Mr. Smith said the transfer was added as an item of information last month to allow time for a transparent conversation to occur and he	
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	welcomes further discussion. Mr. Coppola moved to bring the monthly reports: Budget Position 7/31/17, Purchase Resolution D-701 and Request for Budget Transfers to the full Board for discussion and possible action. Motion seconded by Mrs. Faulenbach. Motion passed 2-1. Aye: Mr. Coppola, Mrs. Faulenbach No: Mrs. Chastain Mr. Smith asked for a point of clarification. He said Mr. Coppola had requested a change in position structure from K-2 to K-5. He asked if the memo should be adjusted accordingly or asterisked to say the change was requested. Consensus was to asterisk.	Motion made and passed to bring the monthly reports: Budget Position dated 7/31/17, Purchase Resolution D-701, and Request for Budget Transfers to the full Board for discussion and possible action.
4.	Public Comment There was none.	Public Comment
5.	Adjourn Mr. Coppola moved to adjourn the meeting at 7:34 p.m. seconded by Mrs. Chastain and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:34 p.m.

Respectfully submitted:



Wendy Faulenbach, Chairperson
Operations Sub-Committee