

NEW MILFORD BOARD OF EDUCATION
New Milford Public Schools
50 East Street
New Milford, Connecticut 06776

FACILITIES SUB-COMMITTEE
MEETING NOTICE

DATE: October 7, 2014
TIME: 6:45 P.M.
PLACE: Lillis Administration Building—Room 2

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

2. Public Comment

The Board welcomes Public Participation and asks that speakers please limit their comments to three minutes. Speakers may offer objective comments of items on this agenda. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the New Milford Public School System.

3. Discussion and Possible Action

- A. Schaghticoke Roof Replacement Project
- B. Memorandum of Understanding: Food Services and Emergency Shelter – Exhibit A

4. Items of Information

- A. Town Exploratory Group re: Fields
- B. School Playground Assessments
- C. Schaghticoke Kitchen Project Update

5. Adjourn

Sub-Committee Members: Dave Littlefield, Chairperson
Angela C. Chastain
Robert Coppola
Wendy Faulenbach

Alternates: Theresa Volinski
John W. Spatola

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NEW MILFORD, CT

**Memorandum of Understanding
Regarding the Food Services for New Milford Shelter Residents during a
Disaster or Emergency**

WHEREAS efforts to plan for and protect the civilian population of New Milford during emergencies has become an important public policy; and

WHEREAS the Town of New Milford, through the New Milford Community Emergency Response Team (NMCERT) and/or the American Red Cross (ARC) has responsibility to establish and manage emergency shelter for residents unable to stay in their homes; and

WHEREAS the Town of New Milford, through NMCERT and ARC, are required to provide food and beverages for shelter occupants, the Town of New Milford, Local Emergency Planning Committee (NMLEPC) and the New Milford Board of Education, Department of Food Nutrition Services (BOE -FNS), wish to formalize their relationship for this purpose.

NOW THEREFORE BE IT AGREED BY THE PARTIES THAT:

1. NMCERT or ARC may be responsible for feeding emergency shelter occupants, for an uncertain number of days, in certain emergency situations.
2. BOE-FNS agrees the school cafeterias may be utilized to feed shelter occupants. Existing plans specify Sarah Noble Intermediate School as a site for a shelter.
3. BOE-FNS agrees that NMCERT or ARC volunteers may prepare and utilize any food or beverages that are on site or delivered during the sheltering event.
4. NMCERT or ARC shall maintain records of use of food and beverage stocks and shall reimburse the BOE-FNS for the costs of all items utilized during such an event, that are not otherwise reimbursable.
5. BOE-FNS Director, Sandra Sullivan, has agreed to be a contact person regarding use of kitchen facilities and food stock, and volunteer FNS staff members, in the event they are required.
6. The Parties understand that implementation of the plan may occur on short notice at a time when there may be a declaration of emergency (or some similar event) in the State of Connecticut by the Governor or other designated authority. The Parties further understand that if the plan must be implemented during a declaration of emergency by the State of Connecticut, public school will not be in session.
7. The Parties understand that if the plan must be implemented, even with thorough planning, there may be unforeseen circumstances that arise. Accordingly, the Parties agree to work together to resolve these circumstances as events unfold in a manner consistent with protecting public health and safety.
8. The Town of New Milford agrees that, if the plan must be implemented, care will be exercised in the use of the cafeteria space and equipment.
9. The Parties agree that changes to this Memorandum of Understanding (MOU) will be jointly agreed upon.

WHEREFORE the Parties have executed this MOU on the dates set forth herein.

By _____ Date _____
Duly Authorized (BOE-FNS)

By _____ Date _____
Duly Authorized (NMLEPC)

