

**New Milford Board of Education  
 Regular Meeting Minutes  
 August 21, 2018  
 Sarah Noble Intermediate School Library Media Center**

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NEW MILFORD, CT

Present:	Mr. David A. Lawson, Chairman Mrs. Angela C. Chastain Mr. Bill Dahl Mr. Joseph Failla Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen P. Monaghan Mr. J.T. Schemm
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Also Present:	Dr. Stephen Tracy, Interim Superintendent of Schools Ms. Alisha DiCorpo, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Anthony Giovannone, Director of Operations and Fiscal Services Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Roberta Pratt, Director of Technology Mr. Kevin Munrett, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mrs. Anne Bilko, Sarah Noble Intermediate School Principal
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1. A.	<b>Call to Order</b> <b>Pledge of Allegiance</b>  The regular meeting of the New Milford Board of Education was called to order at 7:30 p.m. The Pledge of Allegiance immediately followed the call to order.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b>
2.	<b>Public Comment</b> <ul style="list-style-type: none"> <li>Mrs. Bev Ryan spoke on behalf of the Greenwave Gridiron Club, a 501(c)(3) organization, that supports the football program in town. Their major fundraiser this year is a Harlem Wizards game at New Milford High School on the evening of October 5, 2018. As part of the package, the Wizards also offer free assemblies to the schools. Mrs. Ryan wanted to inform the Board and ask for support in publicizing the event as allowed by Board policy.</li> </ul>	<b>Public Comment</b>

3.	<p><b>PTO Report</b></p> <ul style="list-style-type: none"> <li>• There was none.</li> </ul>	<p><b>PTO Report</b></p>
4.	<p><b>Student Representative's Report</b></p> <ul style="list-style-type: none"> <li>• There was no report.</li> </ul>	<p><b>Student Representative's Report</b></p>
5.	<p><b>Approval of Minutes</b></p> <p><b>A. Approval of the following Board of Education Meeting Minutes:</b></p> <p style="padding-left: 40px;"><b>1. Special Meeting Minutes July 17, 2018</b></p> <p><b>Mrs. Monaghan moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 17, 2018, seconded by Mr. McCauley and passed unanimously.</b></p> <p style="padding-left: 40px;"><b>2. Regular Meeting Minutes July 17, 2018</b></p> <p><b>Mrs. McInerney moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes July 17, 2018, seconded by Mrs. Monaghan and passed unanimously.</b></p> <p style="padding-left: 40px;"><b>3. Special Meeting Minutes July 23, 2018</b></p> <p><b>Mr. McCauley moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 23, 2018, seconded by Mr. Schemm and passed unanimously.</b></p> <p style="padding-left: 40px;"><b>4. Special Meeting Minutes August 2, 2018</b></p> <p><b>Mrs. Monaghan moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes August 2, 2018, seconded by Mr. Lawson and passed 8-0-1.</b></p>	<p><b>Approval of Minutes</b></p> <p><b>A. Approval of the following Board of Education Meeting Minutes:</b></p> <p style="padding-left: 40px;"><b>1. Special Meeting Minutes July 17, 2018</b></p> <p><b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 17, 2018.</b></p> <p style="padding-left: 40px;"><b>2. Regular Meeting Minutes July 17, 2018</b></p> <p><b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes July 17, 2018.</b></p> <p style="padding-left: 40px;"><b>3. Special Meeting Minutes July 23, 2018</b></p> <p><b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 23, 2018.</b></p> <p style="padding-left: 40px;"><b>4. Special Meeting Minutes August 2, 2018</b></p> <p><b>Motion made and passed to approve the following Board of Education Meeting Minutes: Special Meeting Minutes August 2, 2018.</b></p>

	<p><b>Aye: Mrs. Chastain, Mr. Dahl, Mr. Failla,          Mrs. Faulenbach, Mr. Lawson, Mrs. McInerney,          Mrs. Monaghan, Mr. Schemm          Abstain: Mr. McCauley</b></p> <p><b>5. Special Meeting Minutes August 8, 2018</b></p> <p><b>Mr. McCauley moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes August 8, 2018, seconded by Mrs. McInerney and passed 8-0-1.</b></p> <p><b>Aye: Mrs. Chastain, Mr. Dahl, Mr. Failla,          Mrs. Faulenbach, Mr. Lawson, Mr. McCauley,          Mrs. McInerney, Mrs. Monaghan          Abstain: Mr. Schemm</b></p>	<p><b>5. Special Meeting Minutes August 8, 2018</b></p> <p><b>Motion made and passed to approve the following Board of Education Meeting Minutes: Special Meeting Minutes August 8, 2018.</b></p>
<p><b>6.</b></p>	<p><b>Superintendent's Report</b></p> <ul style="list-style-type: none"> <li>• Interim Superintendent Dr. Steve Tracy thanked the Board for the opportunity to pitch in, reconnect with old colleagues and meet new ones. In the few days he has been here, he has visited all the schools and met the principals, attended the administrative retreat organized by Ms. DiCorpo, met the NMEA leadership and attended the new teacher orientation.</li> <li>• Dr. Tracy invited Board members to attend the August 27 convocation, and announcement of the New Milford Teacher of the Year, which begins at 8:00 a.m. in the NMHS theatre.</li> <li>• August 29 is the first day for students. Dr. Tracy will be riding along on Bus 18's route and he said it should be an interesting way to see the town.</li> </ul>	<p><b>Superintendent's Report</b></p>
<p><b>7.</b></p>	<p><b>Board Chairman's Report</b></p> <p>Mr. Lawson welcomed Dr. Tracy as Interim Superintendent. He reminded Board members that it is not too late to sign up for the CABA Convention. They should let the Superintendent's Office know if they are interested. He said he is looking forward to the opening of school next week.</p>	<p><b>Board Chairman's Report</b></p>



<p>but there are policies to approve tonight that have worked their way through the review process. He will be building the agenda for the September 4 meeting which will likely include policy changes needed due to state statute changes. The committee has discussed possibly tackling the 2000 series going forward.</p>	
<p><b>D. Committee on Learning – Mrs. McInerney</b></p>	<p><b>D. Committee on Learning</b></p>
<ul style="list-style-type: none"> <li>• Mrs. McInerney said the committee did not meet in August. Next week, she will be discussing the agenda for the September 4 meeting with Ms. DiCorpo.</li> </ul>	
<p><b>E. EdAdvance – Mrs. Monaghan</b></p>	<p><b>E. EdAdvance</b></p>
<ul style="list-style-type: none"> <li>• Mrs. Monaghan said the next meeting is on September 6. She said she had spoken to Mr. Kitching at EdAdvance and he said there were no changes for New Milford students in terms of EdAdvance. They are finalizing the two buildings in Torrington; one will be for special education, the other for HeadStart. Access South is slightly up in students, at 25, with the breakeven point at 20. Mr. Kitching will be calling to set up an appointment to touch base with our Interim Superintendent. He would also like 10-15 minutes in front of the Board to “sell” the advantages of EdAdvance.</li> </ul>	
<p><b>F. Connecticut Boards of Education (CABE) – Mr. Lawson</b></p>	<p><b>F. Connecticut Boards of Education (CABE)</b></p>
<ul style="list-style-type: none"> <li>• Mr. Lawson gave one more reminder about the opportunity to register for the CABE Convention through the Superintendent’s Office.</li> </ul>	
<p><b>G. Negotiations Committee – Mrs. Faulenbach</b></p>	<p><b>G. Negotiations Committee</b></p>
<ul style="list-style-type: none"> <li>• Mrs. Faulenbach said it is a busy time for the Committee as they are in negotiations with three units: nurses, secretaries, and teachers.</li> </ul>	
<p><b>H. Magnet School – Mrs. Monaghan</b></p>	<p><b>H. Magnet School</b></p>
<ul style="list-style-type: none"> <li>• Mrs. Monaghan said she had no report.</li> </ul>	

<p><b>9.</b></p>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Policies for Approval</b></p> <ol style="list-style-type: none"> <li><b>1. 1000 Concept, Goals and Roles in Community Relations</b></li> <li><b>2. 1112 News Media Relationships</b></li> <li><b>3. 1112.5 Media Access to Students</b></li> <li><b>4. 1120 Public Participation at Board of Education Meetings</b></li> <li><b>5. 9321 Time, Place and Notification of Meetings</b></li> </ol> <p><b>Mrs. McInerney moved to approve the following policies:</b></p> <ol style="list-style-type: none"> <li><b>1. 1000 Concept, Goals and Roles in Community Relations</b></li> <li><b>2. 1112 News Media Relationships</b></li> <li><b>3. 1112.5 Media Access to Students</b></li> <li><b>4. 1120 Public Participation at Board of Education Meetings</b></li> <li><b>5. 9321 Time, Place and Notification of Meetings</b></li> </ol> <p><b>Seconded by Mr. Schemm.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Monaghan asked if a new approval date would be added to the policies.</li> <li>• Mr. Lawson said once they are approved a new label would be added to reflect that. Revisions would then be distributed to Board members.</li> <li>• Mr. Failla said he had been vocal over time about his concerns regarding public participation. He really likes the Board policy which gives flexibility to the Chair and Board to allow more than three minutes of speaking time. He said it is important to hear from the public and wishes more people would come to speak. He said he thinks the Town could learn from the Board.</li> </ul> <p><b>The motion passed unanimously.</b></p>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Policies for Approval</b></p> <ol style="list-style-type: none"> <li><b>1. 1000 Concept, Goals and Roles in Community Relations</b></li> <li><b>2. 1112 News Media Relationships</b></li> <li><b>3. 1112.5 Media Access to Students</b></li> <li><b>4. 1120 Public Participation at Board of Education Meetings</b></li> <li><b>5. 9321 Time, Place and Notification of Meetings</b></li> </ol> <p><b>Motion made and passed unanimously to approve the following policies:</b></p> <ol style="list-style-type: none"> <li><b>1. 1000 Concept, Goals and Roles in Community Relations</b></li> <li><b>2. 1112 News Media Relationships</b></li> <li><b>3. 1112.5 Media Access to Students</b></li> <li><b>4. 1120 Public Participation at Board of Education Meetings</b></li> <li><b>5. 9321 Time, Place and Notification of Meetings</b></li> </ol>
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	<p><b>Mrs. Faulenbach moved to amend the agenda to add item Exhibit B - Changes to Signatories on District Accounts as 9B for discussion and possible action.</b></p> <p><b>Seconded by Mrs. McInerney.</b></p> <ul style="list-style-type: none"> <li>• Mr. Lawson said the amendment would require a 2/3 majority for approval.</li> </ul> <p><b>The motion passed unanimously.</b></p> <p><b>B. Exhibit B - Changes to Signatories on District Accounts</b></p> <p><b>Mrs. Faulenbach moved to bring the Changes to Signatories on District Accounts as presented in Exhibit B at Operations for approval.</b></p> <p><b>Seconded by Mrs. Monaghan.</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said these changes to signatories are needed due to administrative personnel changes.</li> <li>• Mr. Dahl said he wasn't sure if he should vote because he hadn't seen the list.</li> <li>• Mr. Giovannone said all accounts require two signatures. He and Dr. Tracy are signatories on the general accounts. He and the principals are signatories for school accounts.</li> </ul> <p><b>The motion passed unanimously.</b></p>	<p><b>Motion made and passed unanimously to amend the agenda to add item Exhibit B - Changes to Signatories on District Accounts as 9B for discussion and possible action.</b></p> <p><b>B. Exhibit B - Changes to Signatories on District Accounts</b></p> <p><b>Motion made and passed unanimously to approve the Changes to Signatories on District Accounts as presented in Exhibit B at Operations.</b></p>
<p><b>10.</b></p>	<p><b>Items For Information And Discussion</b></p> <p><b>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated August 21, 2018</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach asked how hiring was going. Ms. Baldelli said the district has hired fifteen new teachers so far and there are three more interviews tomorrow. There are four current vacancies.</li> </ul>	<p><b>Items For Information And Discussion</b></p> <p><b>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated August 21, 2018</b></p>

- Mrs. McInerney asked if there have been any discussions about kindergarten enrollment. She believes NES has met projections.
- Dr. Tracy said he has met with Ms. DiCorpo, Ms. Baldelli and the elementary principals and they will make a final decision prior to school starting. They would like the average class sizes at the two schools to be as close to one another as possible.
- Mr. Lawson said late registration for kindergarten is common.

**B. Monthly Reports**

- 1. Budget Position**
- 2. Purchase Resolution: D-713**
- 3. Request for Budget Transfers**

- Mr. Giovannone said it is very early in the fiscal year. The budget position and purchase resolution through July show encumbrances for goods and services, some for the entire year. August 31 will be the first paycheck for teachers so actual comparisons will begin then. The July purchase resolution is alphabetical by vendor to make it easier to view at the beginning of the year. The transfer requests are small adjustments needed as a result of the last minute changes resulting from the \$1.2 million cut from adopted to final budget.
- Mr. Schemm asked about the Chromebook cost. Ms. Pratt said the Chromebooks usually cost \$230-\$260 each. The \$169 purchase price was made possible through a consortium purchase with EdAdvance. She said the licenses are for three years so they didn't need as many of those.

**C. 2017-18 Year End Balance**

- Mr. Giovannone said the projected amount was \$294,160. Now that open encumbrances have been closed, it was determined that approximately \$52,000 was overencumbered. The final unaudited year end balance is \$346,753 or 0.55% of the total budget. The memo also gives a historical background of year end balances.

**B. Monthly Reports**

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**C. 2017-18 Year End Balance**



- Mrs. Faulenbach said the Operations Subcommittee would follow up on this in September.
- Mr. Failla said it was nice to see a small cushion. This includes taking out the \$450,000 the Town had asked for. He said it speaks volumes about the district's willingness to help the Town and community and he said he hoped the Town appreciated the efforts. He said the Board has discussed previously the need for money for the turf fields which will need to be replaced ten years out. He would like to continue discussion about putting a percentage of the year end balance towards that.
- Mr. Lawson said the Board is aware they will need substantial funds and that they do not want a special appropriation for it.
- Mrs. Faulenbach said there are many projects up and coming. She said she thought this would be a good opportunity to start thinking about funding for the fields in September in view of the other projects.
- Mrs. Chastain said she wanted it on record that the \$450,000 request from the Town was met through a conscious decision by the district not to hire personnel and to postpone projects.
- Mrs. McInerney asked if the Turf Fields Committee has discussions about fundraising so that the Board would not have to dip into its capital.
- Mr. Lawson requested they stick to agenda items and send that discussion back to Operations.
- Mrs. Faulenbach said perhaps the Turf Committee could be invited to provide an update at Operations.

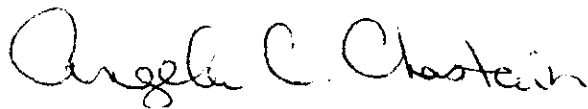
**D. K-2 Behavioral Supports**

- Mrs. Olson said she had come before the Board previously to talk about the mental health needs of our youngest students. She said this transfer within purchased services is designed to assist a currently unsupported pocket of young students. A clinical licensed social worker will work with both children and staff, based out of NES, but also with HPS staff. The funds became available

**D. K-2 Behavioral Supports**

	<p>when PPTs held in June brought about a decrease to the Litchfield Hills Transition Center (LHTC) population.</p> <ul style="list-style-type: none"> <li>• Mrs. McInerney said she thought this was a wonderful idea.</li> <li>• Mr. McCauley said he remembered discussion at budget time and he was happy to see this program finally happen.</li> <li>• Mrs. Faulenbach wanted to clarify that these funds are in the budget; it is just a reallocation due to needs assessment. It is on the agenda for transparency only.</li> <li>• Mr. Giovannone said the Board would see the actual transfer on next month's report.</li> <li>• Mr. Schemm asked how many students were in the LHTC program now. Mrs. Olson said there are ten now, and that it traditionally has cyclical ups and downs.</li> <li>• Mr. Schemm asked if there were any tuition students in the program. Mrs. Olson said no.</li> </ul>	
<p><b>11.</b></p>	<p><b>Adjourn</b></p> <p><b>Mrs. Faulenbach moved to adjourn the meeting at 8:14 p.m., seconded by Mr. McCauley and passed unanimously.</b></p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn at 8:14 p.m.</b></p>

Respectfully submitted:



Angela C. Chastain  
 Secretary  
 New Milford Board of Education