

**New Milford Board of Education  
 Special Meeting Minutes  
 July 19, 2022  
 Sarah Noble Intermediate School Cafeteria**

<b>Present:</b>	Mrs. Wendy Faulenbach Mr. Eric Hansell Mr. Pete Helmus Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Olga I. Rella Mrs. Leslie Sarich Mr. Keith A. Swanhall Jr.
<b>Absent:</b>	Mr. Tom O'Brien

<b>Also Present:</b>	Ms. Alisha DiCorpo, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Ms. Rebecca Adams, Human Resources Director Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mr. Matthew Cunningham, Facilities Director Mr. Jeffrey Turner, Technology Director Mrs. Anne Bilko, Sarah Noble Intermediate School Principal
----------------------	---

<b>1.</b>	<b>Call to Order</b> <b>A. Pledge of Allegiance</b>  The special meeting of the New Milford Board of Education was called to order at 7:00 p.m. by Mrs. Faulenbach. The Pledge of Allegiance immediately followed.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b>
<b>2.</b>	<b>Public Comment</b>  <ul style="list-style-type: none"> <li>• There was none.</li> </ul>	<b>Public Comment</b>
<b>3.</b>	<b>PTO Report</b>  <ul style="list-style-type: none"> <li>• Mrs. Byrd said that the PTO is active even during the summer. They are supporting summer school with donations of cases of water.</li> <li>• They are excited for the upcoming year and hope it will be closer to normal. Mrs. Byrd is working</li> </ul>	<b>PTO Report</b>

NEW MILFORD, CT

	<p>to streamline the volunteer process with an online form to cover all schools. They are planning welcome back breakfasts.</p> <ul style="list-style-type: none"> <li>• The meeting date for August is to be determined.</li> </ul>	
<p><b>4.</b>  <b>A.</b></p>	<p><b>Approval of Minutes</b></p> <p><b>Approval of the following Board of Education Meeting Minutes:</b></p> <p><b>1. Special Meeting Minutes June 7, 2022 @ 5:30 PM</b></p> <p><b>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes June 7, 2022 @ 5:30 PM, seconded by Mr. McCauley.</b></p> <p><b>The motion passed unanimously.</b></p> <p><b>2. Special Meeting Minutes June 7, 2022 @ 7:30 PM</b></p> <p><b>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes June 7, 2022 @ 7:30 PM, seconded by Mrs. Sarich.</b></p> <p><b>The motion passed unanimously.</b></p> <p><b>3. Special Meeting Minutes June 14, 2022</b></p> <p><b>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes June 14, 2022, seconded by Mr. McCauley.</b></p> <p><b>The motion passed unanimously.</b></p> <p><b>4. Special Meeting Minutes June 30, 2022</b></p>	<p><b>Approval of Minutes</b></p> <p><b>A. Approval of the following Board of Education Meeting Minutes:</b></p> <p><b>1. Special Meeting Minutes June 7, 2022 @ 5:30 PM</b></p> <p><b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Special Meeting Minutes June 7, 2022 @ 5:30 PM.</b></p> <p><b>2. Special Meeting Minutes June 7, 2022 @ 7:30 PM</b></p> <p><b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Special Meeting Minutes June 7, 2022 @ 7:30 PM.</b></p> <p><b>3. Special Meeting Minutes June 14, 2022</b></p> <p><b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Special Meeting Minutes June 14, 2022.</b></p> <p><b>4. Special Meeting Minutes June 30, 2022</b></p>

	<p><b>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes June 30, 2022, seconded by Mrs. Sarich.</b></p> <p><b>The motion passed unanimously.</b></p> <p><b>5. Special Meeting Minutes July 12, 2022</b></p> <p><b>Mr. McCauley moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 12, 2022, seconded by Mrs. Rella.</b></p> <p><b>The motion passed 7-0-1, with Mr. Hansell abstaining.</b></p>	<p><b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Special Meeting Minutes June 30, 2022.</b></p> <p><b>5. Special Meeting Minutes July 12, 2022</b></p> <p><b>Motion made and passed to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 12, 2022.</b></p>
<p><b>5.</b></p>	<p><b>Superintendent's Report</b></p> <ul style="list-style-type: none"> <li>● Ms. DiCorpo gave her report. She said she is happy to take questions from the Board following.</li> <li>● Monthly Fundraiser Report: There are two, both from the high school: Spanish Honor Society's Annual talent show and the NMHS Music Department's Lyman Orchards Pie fundraiser.</li> <li>● Kindergarten enrollment update as of July 18: NES - 133 and HPS - 113. As a reminder, the 2022-23 budgeted projections are NES - 145 and HPS - 126. They are watching these numbers closely.</li> <li>● Summer School update: Thanks to great teamwork, our summer school programming continues to go well. We have been mindful of the summer temperatures and have worked to ensure all programs are in air-conditioned locations. As shared, the PTO has reached out to Ms. Hollander to offer their support should any be needed. This is greatly appreciated.</li> <li>● A revised district calendar was provided to the Board yesterday, then to staff and parents. School will begin for students on September 6,</li> </ul>	<p><b>Superintendent's Report</b></p>

2022, providing for an additional 6-9 days for work to be completed inside the high school building, as well as to prepare for the start of school for the classroom modules. Delivery and set up may come up against the September 6 date. They are looking to do 6 months worth of work in 6 weeks. Not only will we need additional time to be able to acquire curriculum materials, but also, there is the hook up of water, sewer as well as electrical hook up, as well as the need for time for our Technology department to work with Omni Data to hook up internet capability and phone capability, confirm technology needs, as well as to set up the classrooms with desks, chairs and other necessary furniture. Teachers will also need time to set up the classroom spaces. We are researching additional security measures such as fencing and cameras.

- I reached out to the Commissioner of Education immediately following the fire to see if remote learning was an option if needed. The Commissioner wrote back yesterday to say that remote learning would not be an option for this circumstance. I spoke with the state attorney today to see if there are any alternatives. He said we could make a request to the CSDE but if granted it would be of short duration and the days would need to be made up. A team met with Belfor and CIRMA today to review where we are now and future planning. Even with the delay of school one week, that may not be enough time. As of today, we are 43 days away from the start of school. We are unsure at this point of how long it will take the company to source all of the buildings we will need. Moving the school year up two weeks puts our end-of-year date right up to the end of June (26th) with four days for inclement weather. Currently, we have 181 student days when we need 180 by state law, resulting in the possible loss of one day of instruction, and only 3 holidays that we could take off the calendar as

	<p>they do not require us to be in school. (This would require discussions with several unions as these holidays are noted in their contracts). We do not have February vacation, however, there are 5 additional days that can be taken in April. All options are being explored.</p> <ul style="list-style-type: none"><li>● I am meeting with the area childcare groups next Wednesday to discuss the possibility of supporting childcare needs since the start date of school has been moved.</li><li>● I also have requested permission to keep the air conditioning and to add to other schools that do not have it to get us through the remainder of this summer into June of next year.</li><li>● On behalf of the Town, I wrote, with the contributions of Dean Petrucelli, to request permission from the Commissioner of DAS to allow the Town to be able to eliminate the need for bids and to contract with a roofing company to continue to work on the roof while qualifying for the existing grant. We are awaiting a response.</li><li>● More information will be forthcoming about Convocation and professional learning as we move closer to start of school.</li><li>● I would like to thank Assistant Facilities Director Nestor Aparicio, who is leaving the district, for all of his hard work and dedication.</li><li>● Finally, just before the meeting this evening, we learned that Faith Church is able to provide 255 spaces and 7 handicap spaces for student parking. I have asked the Mayor for use of John Pettibone for parking for 204 staff. We are exploring shuttle service.</li> <li>● Mr. McCauley asked how likely it is that the kindergarten numbers will reach projection.</li><li>● Ms. DiCorpo said it is possible. HPS especially tends to have late registrations. She will report again to the Board in August.</li><li>● Mrs. Sarich referenced the possible need to make up days if remote learning is approved short term and she asked how that affects the</li></ul>	
--	---	--

	<p>seniors.</p> <ul style="list-style-type: none"><li>● Ms. DiCorpo said it would become lost instructional time for them.</li><li>● Mrs. Sarich said she finds information updates on the Mayor's page that she doesn't receive from Ms. DiCorpo. She asked that Ms. DiCorpo keep communication open with the Board.</li><li>● Ms. DiCorpo said this is a Town project and the Mayor often has more real time information than she has. She has reached out to the Mayor and Jack Healy to see if they can set up more regular opportunities to share updates.</li><li>● Mrs. Sarich said she would have liked discussion on the revised calendar before it went out to the community. She is concerned parents will think this date is firm, when it sounds like it is more of a target at this point.</li><li>● Ms. DiCorpo said the decision rests with the Superintendent and once she had the information from Jack Healy to inform the decision she wanted to let parents know as soon as possible so they could make plans.</li><li>● Mr. Hansell asked if the September 6 date came from the Mayor.</li><li>● Ms. DiCorpo said Jack Healy asked for additional time and she looked to see what she could offer based on the requirements of the calendar. No one knows if this will be enough yet.</li><li>● Mr. Hansell asked if Mr. Healy is managing the project. Ms. DiCorpo said he is and that all information flows through him. Her primary goal is to get schools open.</li><li>● Mr. Hansell asked if there is a schedule to support information so that there are no surprises. We need to start seeing commitment dates.</li><li>● Ms. DiCorpo said the scope of work is still being developed; there are moving parts every day. We don't even know the number of classrooms that will be available yet and that will determine the number of pods needed.</li><li>● Mr. Cunningham said remediation work</li></ul>	
--	---	--

	<p>continues every day; there has been no pause while details are being worked out.</p> <ul style="list-style-type: none"><li>• Mr. Helmus asked when we will see a plan that provides more of a sense of accuracy to the probabilities. He said he is struggling with how the Board and community can help.</li><li>• Ms. DiCorpo said she is hoping to have more answers from Mr. Healy in a few days, as they continue to map out the building. She said she is trying to keep things moving with the information as it comes in. The Town is leading the project and she is reliant on them to share information as it is available. She sends out the information once she knows it is accurate. Things are constantly developing and sometimes information is late breaking. This is worse than opening a new school because of the tight time frame.</li><li>• Mrs. Faulenbach said the communication piece is vital for the community. They know that the high school is a work in progress and that there is an overwhelming amount of work ongoing. She would have preferred to have a discussion about the calendar on the Board agenda so that parents are fully aware that the revised dates provided are still “target dates” at this time. She asked what Plan B or C would be if the September 6 date cannot be met.</li><li>• Ms. DiCorpo said her email to parents did say this was a best case scenario with many unknowns still. She said she is not ready to share other plans this evening. There are many ideas and suggestions being reviewed. The space available will be key. Some choices will involve consultation with the unions and some will have an effect cost wise. She asked the community for patience and understanding and wants them to know that she is thinking about them and their kids in all her decision making.</li><li>• Mrs. Faulenbach encouraged Ms. DiCorpo to use the Board to help carry out her message and said that discussion helps with the context.</li><li>• Mrs. Rella said it is important for the Board to</li></ul>	
--	---	--

	<p>know what’s going on, either through the Chair or to the whole group. She asked for at least weekly updates.</p> <ul style="list-style-type: none"> <li>● Ms. DiCorpo said she has been sharing what she has but that she can’t express enough how quickly the information is coming in.</li> <li>● Mrs. McInerney asked about communications to the pods. Ms. DiCorpo said they are looking into more walkie talkies and speakers on the exterior of the building. They are also looking at security personnel needs.</li> <li>● Mrs. Faulenbach asked if WCSU had been approached to hold a graduation date.</li> <li>● Ms. DiCorpo said they have requested a hold for June 24 but that WCSU has also indicated that they are not sure they will be hosting graduations next year.</li> </ul>	
<p>6.</p>	<p><b>Board Chairman’s Report</b></p> <ul style="list-style-type: none"> <li>● Mrs. Faulenbach said regarding the search for a new superintendent, that Mr. Giovannone will be putting out an RFP to prospective search firms. She asked for two volunteers from the Board to join her as an Ad-Hoc Committee to sift through proposals and make recommendations to the full Board. Any Board member interested should let Mrs. Silverman know. The Board will then meet to choose a search firm and to appoint the full Board as the Superintendent Search Committee going forward. The process will take time so they will be considering an interim as well.</li> <li>● She reminded the community that the Board, with district administrators, will join the Mayor for Facebook Live events every two weeks to provide updates.</li> </ul>	<p><b>Board Chairman’s Report</b></p>
<p>7.</p> <p>A.</p>	<p><b>Discussion and Possible Action</b></p> <p><b>Gifts &amp; Donations</b></p> <p>1. PTO - Exhibit B</p>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Gifts &amp; Donations</b></p> <p>1. PTO - Exhibit B</p>



	<p><b>Mrs. Rella moved to approve Gifts &amp; Donations: PTO - Exhibit B in the amount of \$9,500.00, seconded by Mr. Hansell.</b></p> <ul style="list-style-type: none"><li>• Mrs. Faulenbach thanked the PTO on behalf of the Board.</li></ul> <p><b>The motion passed unanimously.</b></p> <p><b>B. Special Education Staffing Requests</b></p> <p><b>Mr. McCauley moved to approve Special Education Staffing Requests of 2.5 FTEs, seconded by Mrs. Rella.</b></p> <ul style="list-style-type: none"><li>• Mr. McCauley said he was sad to see such an increase in needed services.</li><li>• Mrs. Olson said the effects of the pandemic are evident.</li><li>• Mrs. Faulenbach said she recognizes the need but it creates a budgetary impact as well.</li><li>• Mrs. Olson said one position will be covered through a grant.</li><li>• Mrs. Rella asked if any other open positions could be put on hold to fund these positions.</li><li>• Ms. Adams said she and Ms. Hollander will be reviewing utilization of staff in all schools but this is brought forward to allow for posting of the positions, which can be difficult to fill especially as the school year gets closer.</li><li>• Ms. DiCorpo said a .5 EXCEL position for HPS was already approved by the Board, and added to these will have a total impact of 3.0 FTEs to next year's budget.</li><li>• Mrs. Faulenbach said we will see the true budgetary impact down the road. She said there are other unbudgeted items as well, such as the superintendent search RFP.</li><li>• Mr. Giovannone said there is often differential savings in replacement hires.</li></ul>	<p><b>Motion made and passed unanimously to approve Gifts &amp; Donations: PTO - Exhibit B in the amount of \$9,500.00.</b></p> <p><b>B. Special Education Staffing Requests</b></p> <p><b>Motion made and passed unanimously to approve Special Education Staffing Requests of 2.5 FTEs.</b></p>
--	---	---

	<p><b>The motion passed unanimously.</b></p> <p><b>C. ASSO Update</b></p> <p><b>Mrs. Rella moved to increase the Armed School Security Officer hourly rate of pay from \$25.00 to \$27.50, seconded by Mrs. McInerney.</b></p> <ul style="list-style-type: none"> <li>● Ms. DiCorpo said she would like to give a general update. The Police Department placed the ad and did the marketing. They received many responses, screened and interviewed candidates. They invited her and Mr. Cunningham to interview 7 candidates. Three are now going through the background process, and if cleared, there will be a joint press release announcing their hire. While she was there, the Chief brought up the rate of pay for retention purposes. She asked him to put in an official request. The rate was already raised for all ASSOs in the budget to \$25. Raising it to \$27.50 would be an annual increase of \$3,168 per and \$12,670 total.</li> <li>● Mrs. Faulenbach said she supported the increase and was excited that all positions will be filled.</li> </ul> <p><b>The motion passed 7-0-1, with Mrs. Rella abstaining.</b></p>	<p><b>C. ASSO Update</b></p> <p><b>Motion made and passed to increase the Armed School Security Officer hourly rate of pay from \$25.00 to \$27.50.</b></p>
<p><b>8.</b></p> <p><b>A.</b></p> <p><b>B.</b></p>	<p><b>Items for Information and Discussion</b></p> <p><b>Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated July 19, 2022</b></p> <ul style="list-style-type: none"> <li>● Mrs. Faulenbach thanked Mr. Aparicio for his service to the district.</li> </ul> <p><b>Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated June 30, 2022</b></li> <li><b>2. Purchase Resolution: D-760</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol>	<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 July 19, 2022</b></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated June 30, 2022</b></li> <li><b>2. Purchase Resolution: D-760</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol>

	<ul style="list-style-type: none"><li>• Mr. Giovannone provided an overview. He said the savings in the non-certified line were primarily due to overtime savings and some vacancies. He said there was a positive balance in health insurance so they do not require a withdrawal from the ISF this year. The exposure next year is \$201,000 unfunded. He said the Town has made a \$50,000 contribution to the turf field account, as the Board has as well pending final audit.</li><li>• Mrs. Faulenbach asked about the plan for high school parking fees next year since adjustments may need to be made.</li><li>• Mr. Giovannone said no applications for student parking are being distributed until we know more about how that will play out.</li><li>• Mrs. Rella said the insurance company should be apprised of any loss of revenue.</li><li>• Ms. DiCorpo said they have a running list from all sources.</li></ul> <p><b>C. Transportation Credit</b></p> <ul style="list-style-type: none"><li>• Mrs. Faulenbach said the memo was comprehensive. She asked if the credit was already posted and whether or not conversations were ongoing. She recognized that there were challenges with transportation but also that the company worked hard to mitigate them.</li><li>• Mr. Giovannone said the credit was posted and he received a request to meet just this afternoon from the company, which also acknowledged receipt of the letter from legal.</li></ul> <p><b>D. 2022-2023 Legal Rates</b></p> <ul style="list-style-type: none"><li>• Mrs. Faulenbach said the memo outlines the 22-23 legal rates. The budgetary impact is unknown at this time.</li><li>• Mr. Giovannone said he has asked legal to do a review of previous years and project out based on the increases. He will report in August.</li></ul>	<p><b>C. Transportation Credit</b></p> <p><b>D. 2022-2023 Legal Rates</b></p>
--	---	---

	<ul style="list-style-type: none"> <li>● Mrs. Rella noted that the legal line was well over this year.</li> <li>● Mrs. Faulenbach said there were a variety of factors contributing.</li> <li>● Ms. DiCorpo said she was happy to hear today that CIRMA will have an attorney on site at the high school to handle any issues there with the project.</li> </ul> <p><b>E. 2021-2022 Fiscal Year End Balance Update</b></p> <ul style="list-style-type: none"> <li>● Mr. Giovannone said the memo provided mirrors past years. It includes requests and motions already approved by the Board and Town.</li> </ul> <p><b>F. NMHS Remediation Update</b></p> <ul style="list-style-type: none"> <li>● Mr. Cunningham shared the most recent update from Belfor.</li> <li>● Mr. Helmus asked if the storms the other night created any issues. Mr. Cunningham said they did not.</li> <li>● Mr. Helmus asked when they would be able to walk through. Ms. DiCorpo said that would be up to the Town and be driven by air quality testing as well.</li> </ul>	<p><b>E. 2021-2022 Fiscal Year End Balance Update</b></p> <p><b>F. NMHS Remediation Update</b></p>
<p><b>9.</b></p> <p><b>A.</b></p>	<p><b>Discussion and Possible Action</b></p> <p><b>Discussion and possible approval of the employment and salary of Board Certified Behavior Analyst. Executive Session is anticipated. The Board may take action when it returns to public session.</b></p> <p><b>Mrs. Rella moved that the Board enter into executive session to discuss the employment and salary of Board Certified Behavior Analyst; and to invite into the session Ms. Alisha DiCorpo, Mr. Anthony</b></p>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Discussion and possible approval of the employment and salary of Board Certified Behavior Analyst. Executive Session is anticipated. The Board may take action when it returns to public session.</b></p> <p><b>Motion made and passed unanimously that the Board enter into executive session to discuss the employment and salary of Board</b></p>

	<p>Giovannone, and Ms. Rebecca Adams, seconded by Mrs. McInerney.</p> <p>The motion passed unanimously.</p> <p>The Board entered executive session at 8:39 p.m.</p> <p>The Board returned to public session at 8:46 p.m.</p> <p>Mrs. Rella moved that the Board approve the employment and salary of the Board Certified Behavior Analyst as discussed in executive session, seconded by Mrs. McInerney.</p> <p>The motion passed unanimously.</p>	<p>Certified Behavior Analyst; and to invite into the session Ms. Alisha DiCorpo, Mr. Anthony Giovannone, and Ms. Rebecca Adams.</p> <p>Motion made and passed unanimously that the Board approve the employment and salary of the Board Certified Behavior Analyst as discussed in executive session.</p>
<p>10.</p>	<p>Adjourn</p> <p>Mrs. Rella moved to adjourn the meeting at 8:47 p.m., seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:47 p.m.</p>

Respectfully submitted:



Olga I. Rella, Secretary  
 New Milford Board of Education