

New Milford Board of Education

Regular Meeting Minutes

March 21, 2023

Sarah Noble Intermediate School Library Media Center

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NEW MILFORD, CT

Present:	Mr. Pete Helmus, Chairperson Mrs. Wendy Faulenbach Mr. Eric Hansell Mrs. Tammy McInerney Mr. Tom O'Brien Mrs. Olga I. Rella Mrs. Leslie Sarich Mrs. Sarah Herring
Absent:	Mr. Brian McCauley

Also Present:	Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Matthew Cunningham, Facilities Director Mr. Jeffrey Turner, Technology Director Ms. Terri Kavanagh, Human Resource Director Ms. Naomi Post, Student Representative Mr. Nicholas Carroccio, Student Representative
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1.	A.	Call to Order Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 7:00pm by Mr. Pete Helmus, Chairperson. The Pledge of Allegiance immediately followed the call to order.	Call to Order Pledge of Allegiance
2.	A. B.	Public Comment An individual may address the Board concerning any item on the agenda for the meeting subject to the following provisions: A. A three-minute time limit may be allocated to each speaker with a maximum of twenty minutes being set aside per meeting. The Board may, by a majority vote, cancel or adjust these time limits. B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such	Public Comment

	<p>comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.</p> <p>Megan Byrd, a New Milford resident, (2 Carlson Road), spoke about the Shepaug Agri-Science program noting there 27 applicants and Shepaug wanted to accept 17. There are 28 seats in the budget which includes all four years. She said 7 should have been accepted for next year, not three. Now three more seats have been found allowing for 6, although 11 scored perfectly. She said she is willing to help raise funds to get all 17 students into the program.</p> <p>Carla Wheaton, a New Milford resident, (351 Aspetuck Ridge Rd.) said her daughter applied to the Shepaug Agri-Science program and was accepted. She said she has never seen her so excited and said she would help fundraise to get other students in.</p> <p>Heather Byrd, a New Milford resident and student, said she is one of the top 11 students who applied to the Agri-Science program. She has ADHD and autism and really wants to go take part in this program. She shared part of the essay she wrote saying that the program includes one of her interests. She said Shepaug offers interesting opportunities not offered elsewhere. She also said Shepaug offers a friendly, quieter environment.</p> <p>Nina Cudney, a New Milford resident, (6 Fulton Road) said her eighth grader has been waitlisted for the Shepaug program. She said her daughter had an interest in horseback riding and she finally allowed her to take a lesson. Her daughter said she never felt so free after riding the horse the first time. She said 17 students qualified for a spot but only six can now go. She said there is space for them but no</p>	
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		<p>funding and asked the Board to find a way to get these students into that program.</p> <p>Joseph Failla, (17 Cobbler Lane) a New Milford resident, said the Board has long put money into the education system to push kids into college but has neglected those looking for a different path. He said this should be a signal to the Board and community that students want different experiences.</p> <p>Emily Lee, a New Milford resident,(123 Mine Hill Road) said her daughter had to stay home during Covid because she was fighting cancer and needed her daughter's help. Her daughter had a hard time reintegrating into school and she did all the work to apply for this program.</p> <p>Anika Lee, a New Milford resident and student, said this is a golden opportunity to study zoology (veterinary sciences) with smaller class sizes. She said it has been difficult to learn with obnoxious, loud and disrespectful students.</p>	
3.		<p>PTO REPORT</p> <p>Ms. Byrd reported that townwide is working on fundraising for the senior scholarship. Two upcoming fundraisers - Yankee game and clothing drop box at JPCC April 1 through May.</p> <p>NMHS sold concessions at the winter dance. They have Hot Chocolate for seniors coming up this Thursday.</p> <p>Planning is underway for Staff Appreciation events and also senior events that PTO helps with. SMS just finished up their major fundraiser for the year - Boosterthon. It was very successful and ties together the fundraising with the focus on kindness and respect. They are also in the planning stages for their end of year activities for both staff and students.</p> <p>HPS and NES both recently hosted an assembly with Piglet the Blind and Deaf Pink Dog for</p>	<p>PTO REPORT</p>

		<p>Neurodiversity month. HPS also held their book fair and is currently running their read-a-thon. The HPS PTO sponsored the Respect Tour Assembly for all students and that was well received. They too are working on their end of year activities including staff appreciation event, an ice cream social and family art night and 2nd grade send off.</p> <p>SNIS held a very successful book fair and were able to provide approximately \$60 worth of books back to each classroom. They also hosted a booster-thon fundraising event which brought in over \$19,000.</p> <p>Teacher appreciation and 5th grade send off event committees have also been working on their end of year activities.</p> <p>NES has been busy planning staff appreciation and second grade send off as well. They have also funded several assemblies coming to the school including an Afro-Brazilian Dance Assembly, author visits by Melissa Shapiro and Ammi Joan Paquette and a presentation of The Dragon King by the Tanglewood Marionettes.</p>	
4.		<p>STUDENT REPRESENTATIVES' REPORT</p> <p>Northville has had two snow days. They recently sponsored Read Across America where after 25,000 minutes of reading they had a dance party. An Apex Fun Run was held recently. Author Melissa Shapiro came and read the story of Piglet, a blind and deaf dog.</p> <p>Hill and Plain recently worked with the word perseverance. They are beginning to use IReady. A kids' heart challenge raised \$14,000. They are now focusing on respect. Pigeon is Hill and Plain's favorite book character. The second grade learned some Irish dancing.</p> <p>Sarah Noble held its family math night with 100 families in attendance and they held their neurodiversity week programs.</p>	<p>STUDENT REPRESENTATIVES' REPORT</p>

		<p>Schaghticoke had an open house for arriving sixth graders. Sixty musicians went to the music festival at Simsbury High School. The school wrapped up its kindness month and continued to work on character traits. On March 17th the dance bash was held and unified basketball on March 20th.</p> <p>The high school Spring Musical began March 17th through the 19th and will close March 24th and 25th. Spring sports tryouts began March 18th. On March 23rd juniors with last names beginning A through L will take the SATs and M through Z the next day. March 27th through 31st is spring spirit week and school break is April 7th through the 14th. The Pride Prom will be April 16th.</p>	
5.	A.	<p>APPROVAL OF MINUTES Approval of the following Board of Education Meeting Minutes: 1. February 21, 2023 Minutes</p> <p><i>Mrs. Faulenbach moved to approve the minutes of February 21, 2023, seconded by Mr. O'Brien.</i></p> <p>Mrs. McInerney noted that the name of a retired teacher was misspelled and it should have been Joie Tauber.</p> <p><i>The motion with correction passed unanimously.</i></p>	<p>APPROVAL OF MINUTES Approval of the following Board of Education Meeting Minutes: 1. February 21, 2023 Minutes</p> <p><i>Motion made and passed unanimously to approve the minutes of February 21, 2023 with one correction</i></p>
6.		<p>SUPERINTENDENT'S REPORT Dr. Parlato said March is Board of Education member appreciation month and she said she made a donation on her own to the New Milford Food Bank on behalf of the Board members.</p> <p>She will be making one on one visits with staff at all schools and started today at Schaghticoke.</p> <p>Last weekend she attended the Spring musical, Mamma Mia, and said it was a very joyful evening.</p> <p>Dr. Parlato met with Principal Bilko at Sarah Noble about the central office move to the school and they are confident that there will be appropriate</p>	<p>SUPERINTENDENT'S REPORT</p>

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		movement in the halls and there will be ample time for teachers to pack up their classrooms. She noted that enrollment projections are usually very close to actuals so did not think there would be greater growth at Sarah Noble for next year.	
7.		BOARD CHAIRMAN'S REPORT Mr. Helmus welcomed Terri Kavanagh, the new Human Resource Director for the District.	BOARD CHAIRMAN'S REPORT
8.	A.	<p>DISCUSSION AND POSSIBLE ACTION</p> <p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 2/28/23 2. Purchase Resolution: D-768 3. Request for Budget Transfers <p><i>Mrs. Faulenbach moved to approve monthly reports: Budget Position dated February 28, 2023; Purchase Resolution D-768; and Request for Budget Transfers, seconded by Mr. Hansell. The motion passed unanimously.</i></p> <p>Mr. Giovannone said the out of district transportation continues to be in the negative but a transfer will be requested towards the end of the school year. The excess costs reimbursement had not been received as of 2/28. The Town had deposited the Board of Education surplus into the Capital Reserve account. The purchase resolution includes an expense for Omnidata for security cameras and work for A&E for the Woodshop.</p> <p>Mrs. Faulenbach asked about the turf field account for next month. She also asked about the expenses related to the fire.</p> <p>Mr. Giovannone said he has established a separate account for the fire expenses including overtime and goods and services and currently the total is \$424,000. If anything does not get reimbursed through the insurance then it will come from the Boards current fiscal year. There is currently no time frame for when this will all close.</p>	<p>DISCUSSION AND POSSIBLE ACTION</p> <p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 2/28/23 2. Purchase Resolution: D-768 3. Request for Budget Transfers <p><i>Motion made to approve monthly reports: Budget Position dated February 28, 2023; Purchase Resolution D-768; and Request for Budget Transfers. The motion passed unanimously.</i></p>

		<p>Mr. Helmus asked if he should write a letter to the Mayor and Town Council and Dr. Parlato recommended he do so.</p> <p>Mrs. Faulenbach said the Board of Education cannot go into deficit spending by law and needs to know what will be reimbursed and what will not be.</p> <p>Mrs. McInerney asked if teachers could be reimbursed for items they purchased that were destroyed in the fire and Mr. Giovannone said personal items will not be covered. Mrs. McInerney felt that was unfair.</p>	
	B.	<p>Connecticut State Department of Education School Health, Nutrition and Family Services Child Nutrition Programs Authorized Signatures Change Form</p> <p><i>Mrs. McInerney moved to approve obtaining authorized signatories as noted on the Connecticut State Department of Education School Health, Nutrition and Family Services Child Nutrition Programs Authorized Signatures Change Form, seconded by Mrs. Sarich. The motion passed unanimously.</i></p> <p>Dr. Parlato said this is to add her to the ED-099.</p>	<p>Connecticut State Department of Education School Health, Nutrition and Family Services Child Nutrition Programs Authorized Signatures Change Form</p> <p><i>Motion made to approve obtaining authorized signatories as noted on the Connecticut State Department of Education School Health, Nutrition and Family Services Child Nutrition Programs Authorized Signatures Change Form. Motion passed unanimously.</i></p>
	C.	<p>Shepaug Agri-Science Seats</p> <p>Dr. Parlato said New Milford has an agreement with Shepaug/Region 12 for 28 seats. Shepaug thought New Milford only had three available for next year but that was incorrect. There are actually 6 seats to make the total of 28. However, they looked at the State statute for Agri-Science and the number should actually be an average of the number of 9th graders admitted over the past three years which has been 6.837 and the school cannot</p>	<p>Shepaug Agri-Science Seats</p>

	<p>go below that number so they need to round up to 7.</p> <p>Mrs. McInerney asked if the 7 students had been notified and Dr. Parlato answered that they had been.</p> <p>Mrs. Faulenbach said Shepaug may want to take as many students as New Milford could send but asked how it would be paid for. Mrs. Sarich noted there is the transportation costs as well. Mr. Giovannone said the bus currently has room for one more student. A whole bus for transportation would cost \$50 - \$70,000 per year.</p> <p>Mrs. Rella asked where the money would come from. Mr. Helmus said the Sherman schools pay tuition to the Town and that money goes directly to the Town's account. Maybe the Town could help accommodate the extra costs. He said this is late in the game though he does like choice for students.</p> <p>Mrs. Faulenbach said the Board's budget has already been forwarded and is in the process per the Town. She is concerned that the Board should not make promises it can't keep.</p> <p>Mrs. Herring said she would like to see all the students that want to go be able to go and asked about the cost of the central office move. Mrs. Faulenbach said the central office move is part of capital, and is not part of operations.</p> <p>Mrs. Rella asked if parents could pay their own tuition to go to the program and Dr. Parlato said they could but it would create an inequitable situation.</p> <p>Mrs. Faulenbach asked the approximate total cost for tuition and transportation and Mr. Giovannone said it would be \$142,053 with tuition at \$6,823.</p> <p>Dr. Parlato reminded the Board that there were items left out of the budget that might be more of a priority than this program.</p>	
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	D.	<p>Bid Award - A&E for NMHS Woodshop</p> <p><i>Mrs. McInerney moved to approve the Bid Award for A&E for NMHS Woodshop as outlined on Purchase Resolution D-768, seconded by Mrs. Rella. The motion passed unanimously.</i></p> <p>Mr. Cunningham said they spoke with the references for this company and it is less than half of the other bidder. The estimated cost for the woodshop will be \$235,000.</p> <p>Mrs. Faulenbach noted this will come from capital reserve.</p>	<p>Bid Award - A&E for NMHS Woodshop</p> <p><i>Motion made to approve the Bid Award for A&E for NMHS Woodshop as outlined on Purchase Resolution D-768. Motion passed unanimously.</i></p>
	E.	<p>Policies for Approval:</p> <ol style="list-style-type: none"> 1. 4118.6 Employee Use of the District's Computer Systems and Electronic Communications 2. 5131.9 Student Use of the District's Computer Systems and Internet Safety 3. 1151 Green Cleaning Programs 4. 1152 Pesticide Application on School Property 5. 1153 Automatic External Defibrillators 6. 5131.911 Bullying Prevention and Intervention Policy and Safe School Climate Plan <p><i>Mrs. McInerney moved to approve the policies 1. 4118.6 Employee Use of the District's Computer Systems and Electronic Communications</i></p>	<p>Policies for Approval:</p> <ol style="list-style-type: none"> 1. 4118.6 Employee Use of the District's Computer Systems and Electronic Communications 2. 5131.9 Student Use of the District's Computer Systems and Internet Safety 3. 1151 Green Cleaning Programs 4. 1152 Pesticide Application on School Property 5. 1153 Automatic External Defibrillators 6. 5131.911 Bullying Prevention and Intervention Policy and Safe School Climate Plan <p><i>Motion made to approve the policies 1. 4118.6 Employee Use of</i></p>

		<p>2. 5131.9 Student Use of the District's Computer Systems and Internet Safety</p> <p>3. 1151 Green Cleaning Programs</p> <p>4. 1152 Pesticide Application on School Property</p> <p>5. 1153 Automatic External Defibrillators</p> <p>6. 5131.911 Bullying Prevention and Intervention Policy and Safe School Climate Plan, seconded by Mr. O'Brien.</p> <p><i>The motion passed unanimously.</i></p> <p>Mrs. Rella asked if there was a regulation that required a contract as families dropped and destroyed computers and Mr. Turner said most parents are honest about what has happened to their laptops and many are repairable by his staff.</p> <p>F. Policies for Deletion:</p> <ol style="list-style-type: none"> 3524 Hazardous Materials Communication Green Cleaning Program 3524.1 Hazardous Materials in Schools Pest Management/Pesticide Application 5141.27 First Aid/Emergency Medical Care/Illness/Use of Automatic External Defibrillators <p><i>Mrs. Rella moved to delete the following policies in accordance with Policy 9311: 3524 Hazardous Materials Communication Green Cleaning Program; 3524.1 Hazardous Materials in Schools Pest Management/Pesticide Application; 5141.27 First Aid/Emergency Medical Care/Illness/Use of Automatic External Defibrillators, seconded by Mr. Hansell. The motion passed unanimously.</i></p> <p>Dr. Parlato said these are part of an ongoing update to the policy books and are aligned with new legislation.</p>	<p><i>the District's Computer Systems and Electronic Communications</i></p> <p>2. 5131.9 Student Use of the District's Computer Systems and Internet Safety</p> <p>3. 1151 Green Cleaning Programs</p> <p>4. 1152 Pesticide Application on School Property</p> <p>5. 1153 Automatic External Defibrillators</p> <p>6. 5131.911 Bullying Prevention and Intervention Policy and Safe School Climate Plan</p> <p><i>Motion passed unanimously.</i></p> <p>Policies for Deletion:</p> <ol style="list-style-type: none"> 3524 Hazardous Materials Communication Green Cleaning Program 3524.1 Hazardous Materials in Schools Pest Management/Pesticide Application 5141.27 First Aid/Emergency Medical Care/Illness/Use of Automatic External Defibrillators <p><i>Motion made to delete the following policies in accordance with Policy 9311: 3524 Hazardous Materials Communication Green Cleaning Program; 3524.1 Hazardous Materials in Schools Pest Management/Pesticide Application; 5141.27 First Aid/Emergency Medical Care/Illness/Use of Automatic External Defibrillators</i></p> <p><i>Motion passed unanimously.</i></p>
9.		ITEMS OF INFORMATION	ITEMS OF INFORMATION

	A.	<p>Employment Report – March 2023</p>	<p>Employment Report – March 2023</p>
	B.	<p>Enrollment Report – March 2023</p>	<p>Enrollment Report – March 2023</p>
	C.	<p>Field Trip Report – March 2023</p>	<p>Field Trip Report – March 2023</p>
	D.	<p>Competitive Bid Waiver – Security Enhancements</p> <p>Dr. Parlato noted that the Board of Education policy allows the Superintendent to waive the bid requirement on certain projects if in an emergency situation. This bid is for additional cameras.</p>	<p>Competitive Bid Waiver – Security Enhancements</p>
	E.	<p>Fundraising - March 2023</p>	<p>Fundraising - March 2023</p>
	F.	<p>Retired Employees/Teachers</p>	<p>Retired Employees/Teachers</p>
	G.	<p>Administrative Regulations:</p> <ol style="list-style-type: none"> 1. 1152 R Administrative Regulations Regarding Pesticide Application on School Property 2. 1153 R Administrative Regulations Regarding Automatic External Defibrillators 3. 5131.911 R Administrative Regulations Regarding Bullying Prevention and Intervention and Safe School Climate Plan <p>Dr. Parlato said the bullying regulation now has common forms across the schools related to bullying and common investigation forms, also aligned with current legislation.</p>	<p>Administrative Regulations:</p> <ol style="list-style-type: none"> 1. 1152 R Administrative Regulations Regarding Pesticide Application on School Property 2. 1153 R Administrative Regulations Regarding Automatic External Defibrillators 3. 5131.911 R Administrative Regulations Regarding Bullying Prevention and Intervention and Safe School Climate Plan
	H.	<p>Central Office Update</p> <p>Mr. Cunningham said the layout will require students to go up one hallway and down another. Mrs. Rella asked about the number of students in the hallway and Dr. Parlato said she and Mrs. Bilko walked the hallways and said the logistics will really depend on the master schedule which has not been finalized yet.</p>	<p>Central Office Update</p>

	I.	<p>Mrs. Herring asked how many teachers will need to share rooms and Mr. Cunningham said there is no room sharing.</p> <p>NMHS Updates</p> <ol style="list-style-type: none"> 1. Woodshop HVAC Update 2. Roof Update <p>Mr. Cunningham said the roof is over 80% completed and now they are working on the turrets. They hope to get the work expedited to be done by the end of next month.</p>	<p>NMHS Updates</p> <ol style="list-style-type: none"> 1. Woodshop HVAC Update 2. Roof Update
	J. K.	<p>Student Enrichment Update</p> <p>Science of Reading Update</p> <p>Mrs. McInerney said she hoped Board members had an opportunity to read about the student enrichment program. Ms. Hollander said there is a lot to be proud of the work teachers are doing.. it is amazing. She said all students are critical thinkers.</p> <p>Ms. Hollander said the District has applied for the reading waiver and is waiting for the State to return with any corrections or improvements.</p>	<p>Student Enrichment Update</p> <p>Science of Reading Update</p>
10.		<p>ADJOURN</p> <p><i>Mrs. Faulenbach moved to adjourn the meeting at 8:34pm, seconded by Mr. O'Brien and passed unanimously.</i></p>	<p>ADJOURN</p> <p><i>Motion made and passed unanimously to adjourn the meeting at 8:34pm.</i></p>

Respectfully submitted:



Leslie Sarich
Secretary
New Milford Board of Education