

**NEW MILFORD BOARD OF EDUCATION**  
**New Milford Public Schools**  
**25 Sunny Valley Road, Suite A**  
**New Milford, Connecticut 06776**

**OPERATIONS SUB-COMMITTEE**  
**MEETING NOTICE**

RECEIVED  
TOWN CLERK *nmf*  
2025 FEB -6 P 2:46  
NEW MILFORD, CT

**DATE: February 11, 2025**

**TIME: 7:15 P.M.**

**PLACE: Sarah Noble Intermediate School Library Media Center**

**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**

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 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.

**3. Discussion and Possible Action**

**A. Monthly Reports**

1. Budget Position dated January 31, 2025
2. Purchase Resolution D-791
3. Request for Budget Transfers

**B. Bid Award - Theatre Audio Video Upgrades E-2425-003**

**4. Items of Information**

- A. Employment Report - February 2025
- B. Enrollment Report - February 2025
- C. Fiscal Year 23/24 Audit Report
- D. SNIS Planetarium Upgrade
- E. Busing

## **5. Public Comment**

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- 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 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.

## **6. Adjourn**

### **Sub-Committee Members: Wendy Faulenbach, Chairperson**

Eric Hansell  
Tom O'Brien  
Brian McCauley

### **Alternates: Dean Barile**

Sarah Herring



RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	32,733,177	-37,320	32,695,857	15,155,717	17,147,062	393,078	98.80%
100'S	SALARIES - NON CERTIFIED	10,632,621	0	10,632,621	5,686,851	3,804,661	1,141,110	89.27%
200'S	BENEFITS	12,619,527	-36,275	12,583,252	7,542,795	4,176,635	863,822	93.14%
300'S	PROFESSIONAL SERVICES	4,272,573	73,595	4,346,168	2,138,705	1,510,930	696,533	83.97%
400'S	PROPERTY SERVICES	956,488	0	956,488	566,371	153,036	237,082	75.21%
500'S	OTHER SERVICES	11,941,059	0	11,941,059	5,542,484	5,622,034	776,541	93.50%
600'S	SUPPLIES	2,913,450	0	2,913,450	1,306,002	1,092,672	514,776	82.33%
700'S	CAPITAL	73,948	0	73,948	12,599	3,554	57,794	21.84%
800'S	DUES AND FEES	108,225	0	108,225	83,117	7,429	17,679	83.66%
900'S	REVENUE	-2,788,559	0	-2,788,559	-166,843	0	-2,621,716	5.98%
<b>GRAND TOTAL</b>		<b>73,462,509</b>	<b>0</b>	<b>73,462,509</b>	<b>37,867,797</b>	<b>33,518,014</b>	<b>2,076,698</b>	<b>97.17%</b>

**SALARIES - NON CERTIFIED BREAKOUT**

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	567,125	0	567,125	224,855	0	342,270	39.65%
51201	SALARIES - NON CERT - PARA EDUCATORS	2,319,679	0	2,319,679	1,109,451	1,075,211	135,017	94.18%
51202	SALARIES - NON CERT - SUBSTITUTES	1,023,360	0	1,023,360	867,461	0	155,899	84.77%
51210	SALARIES - NON CERT - SECRETARY	2,395,436	0	2,395,436	1,241,816	976,731	176,889	92.62%
51225	SALARIES - NON CERT - TUTORS	134,201	0	134,201	59,722	0	74,479	44.50%
51240	SALARIES - NON CERT - CUSTODIAL	2,055,127	0	2,055,127	1,172,318	882,809	0	100.00%
51250	SALARIES - NON CERT - MAINTENANCE	1,028,252	0	1,028,252	529,784	484,878	13,590	98.68%
51285	SALARIES - NON CERT - TECHNOLOGY	540,116	0	540,116	264,420	218,949	56,747	89.49%
51336	SALARIES - NON CERT - NURSES	569,325	0	569,325	217,025	166,082	186,218	67.29%
<b>TOTAL</b>		<b>10,632,621</b>	<b>0</b>	<b>10,632,621</b>	<b>5,686,851</b>	<b>3,804,661</b>	<b>1,141,110</b>	<b>89.27%</b>

**BENEFIT BREAKOUT**

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	638,191	0	638,191	334,460	0	303,731	52.41%
52201	BENEFITS - MEDICARE	574,096	0	574,096	287,402	0	286,694	50.06%
52300	BENEFITS - PENSION	1,122,406	0	1,122,406	1,122,406	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	25,000	0	25,000	25,000	0	0	100.00%
52810	BENEFITS - HEALTH INSURANCE	9,598,448	-36,275	9,562,173	5,339,798	3,976,808	245,567	97.43%
52820	BENEFITS - DISABILITY INSURANCE	105,000	0	105,000	57,449	47,551	0	100.00%
52830	BENEFITS - LIFE INSURANCE	144,000	0	144,000	78,964	53,036	12,000	91.67%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	412,386	0	412,386	297,316	99,240	15,830	96.16%
<b>TOTAL</b>		<b>12,619,527</b>	<b>-36,275</b>	<b>12,583,252</b>	<b>7,542,795</b>	<b>4,176,635</b>	<b>863,822</b>	<b>93.14%</b>



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	32,733,177	-37,320	32,695,857	15,155,717	17,147,062	393,078	98.80%
51200	NON-CERTIFIED SALARIES	10,632,621	0	10,632,621	5,686,851	3,804,661	1,141,110	89.27%
52000	BENEFITS	12,619,527	-36,275	12,583,252	7,542,795	4,176,635	863,822	93.14%
53010	LEGAL SERVICES	279,880	0	279,880	0	279,880	0	100.00%
53050	CURRICULUM DEVELOPMENT	80,000	0	80,000	1,920	0	78,080	2.40%
53200	PROFESSIONAL SERVICES	2,403,010	73,595	2,476,605	1,193,629	651,750	631,226	74.51%
53201	MEDICAL SERVICES - SPORTS	2,700	0	2,700	2,700	0	0	100.00%
53210	TIME & ATTENDANCE SOFTWARE	7,500	0	7,500	3,288	2,036	2,176	70.99%
53220	IN SERVICE	146,150	0	146,150	47,954	57	98,139	32.85%
53230	PUPIL SERVICES	645,336	0	645,336	412,923	409,569	-177,157	127.45%
53300	OTHER PROF/ TECH SERVICES	35,410	0	35,410	37,268	11,022	-12,879	136.37%
53310	AUDIT/ACCOUNTING	45,450	0	45,450	45,450	0	0	100.00%
53500	TECHNICAL SERVICES	241,892	0	241,892	171,915	20,324	49,654	79.47%
53530	SECURITY SERVICES	267,042	0	267,042	130,750	136,292	0	100.00%
53540	SPORTS OFFICIALS SERVICES	118,203	0	118,203	90,909	0	27,294	76.91%
54101	CONTRACTUAL TRASH PICK UP	83,766	0	83,766	56,503	17,840	9,423	88.75%
54301	REPAIRS & MAINTENANCE	491,487	0	491,487	320,294	61,778	109,415	77.74%
54303	GROUNDS MAINTENANCE	12,200	0	12,200	5,645	894	5,661	53.60%
54310	GENERAL REPAIRS	44,170	0	44,170	22,397	3,498	18,275	58.63%
54320	TECHNOLOGY RELATED REPAIRS	43,947	0	43,947	11,128	2,988	29,831	32.12%
54411	WATER	68,195	0	68,195	27,379	38,491	2,325	96.59%
54412	SEWER	14,300	0	14,300	14,300	0	0	100.00%
54420	LEASE/RENTAL EQUIP/VEH	198,423	0	198,423	108,725	27,546	62,152	68.68%
55100	PUPIL TRANSPORTATION - OTHER	185,200	0	185,200	108,422	35,893	40,885	77.92%
55101	PUPIL TRANS - FIELD TRIP	56,900	0	56,900	12,679	6,540	37,681	33.78%
55110	STUDENT TRANSPORTATION	6,390,980	0	6,390,980	2,658,547	3,494,486	237,948	96.28%
55200	GENERAL INSURANCE	345,363	0	345,363	345,363	0	0	100.00%
55300	COMMUNICATIONS	28,396	0	28,396	13,348	6,769	8,279	70.84%
55301	POSTAGE	28,200	0	28,200	7,848	16,162	4,190	85.14%
55302	TELEPHONE	45,896	0	45,896	45,896	0	0	100.00%



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	10,000	0	10,000	6,121	416	3,463	65.37%
55505	PRINTING	28,160	0	28,160	2,565	5,710	19,885	29.39%
55600	TUITION - TRAINING	30,000	0	30,000	0	0	30,000	0.00%
55610	TUITION - PUBLIC PLACEMENTS	1,594,949	0	1,594,949	652,894	640,196	301,858	81.07%
55630	TUITION - PRIVATE PLACEMENTS	3,153,050	0	3,153,050	1,675,945	1,415,863	61,242	98.06%
55800	TRAVEL	43,965	0	43,965	12,856	0	31,109	29.24%
56100	GENERAL INSTRUCTIONAL SUPPLIES	181,637	0	181,637	116,069	6,391	59,178	67.42%
56110	INSTRUCTIONAL SUPPLIES	491,493	0	491,493	265,624	34,616	191,253	61.09%
56120	ADMIN SUPPLIES	33,678	0	33,678	15,308	3,115	15,255	54.70%
56210	NATURAL GAS	250,424	0	250,424	82,746	167,678	0	100.00%
56220	ELECTRICITY	1,064,997	0	1,064,997	433,250	623,274	8,473	99.20%
56230	PROPANE	4,251	0	4,251	0	0	4,251	0.00%
56240	OIL	234,796	0	234,796	95,663	139,133	0	100.00%
56260	GASOLINE	37,286	0	37,286	6,802	22,898	7,586	79.65%
56290	FACILITIES SUPPLIES	323,542	0	323,542	143,190	61,128	119,224	63.15%
56291	MAINTENANCE COMPONENTS	16,475	0	16,475	5,262	400	10,813	34.36%
56292	UNIFORMS/ CONTRACTUAL	13,622	0	13,622	0	0	13,622	0.00%
56293	GROUNDKEEPING SUPPLIES	25,445	0	25,445	23,141	19	2,285	91.02%
56410	TEXTBOOKS	41,064	0	41,064	21,168	5,774	14,122	65.61%
56411	CONSUMABLE TEXTS	75,313	0	75,313	53,824	2,741	18,748	75.11%
56420	LIBRARY BOOKS	64,591	0	64,591	21,001	17,504	26,086	59.61%
56430	PERIODICALS	15,717	0	15,717	12,269	400	3,048	80.61%
56460	WORKBOOKS	3,000	0	3,000	0	0	3,000	0.00%
56500	SUPPLIES - TECH RELATED	36,119	0	36,119	10,684	7,601	17,834	50.63%
57340	COMPUTERS	48,624	0	48,624	2,855	0	45,769	5.87%
57345	INSTRUCTIONAL EQUIPMENT	15,824	0	15,824	7,397	3,485	4,943	68.76%
57400	GENERAL EQUIPMENT	5,000	0	5,000	2,348	70	2,582	48.36%
57500	FURNITURE & FIXTURES	4,500	0	4,500	0	0	4,500	0.00%
58100	DUES & FEES	108,225	0	108,225	83,117	7,429	17,679	83.66%
<b>EXPENDITURE TOTAL</b>		<b>76,251,068</b>	<b>0</b>	<b>76,251,068</b>	<b>38,034,640</b>	<b>33,518,014</b>	<b>4,698,414</b>	<b>93.84%</b>



REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-2,321,720	0	-2,321,720	0	0	-2,321,720	0.00%
43105	MEDICAID REIMBURSEMENT	-79,000	0	-79,000	-61,922	0	-17,078	78.38%
44705	BUILDING USE FEES (BASE RENTAL)	-42,490	0	-42,490	-6,919	0	-35,571	16.28%
49102	BUILDING USE FEES (CUSTODIAL)	-35,689	0	-35,689	-7,941	0	-27,748	22.25%
44800	REGULAR ED TUITION	-143,800	0	-143,800	-56,122	0	-87,678	39.03%
44822	SPECIAL ED TUITION	-34,660	0	-34,660	-33,940	0	-720	97.92%
49103	DCF TUITION	-85,000	0	-85,000	0	0	-85,000	0.00%
44860	ADMISSIONS/ATHLETIC GATE RECEIPTS	-18,400	0	-18,400	0	0	-18,400	0.00%
44861	PARKING PERMIT FEES	-27,800	0	-27,800	0	0	-27,800	0.00%
<b>REVENUE TOTAL</b>		<b>-2,788,559</b>	<b>0</b>	<b>-2,788,559</b>	<b>-166,843</b>	<b>0</b>	<b>-2,621,716</b>	<b>5.98%</b>

<b>GRAND TOTAL</b>	<b>73,462,509</b>	<b>0</b>	<b>73,462,509</b>	<b>37,867,797</b>	<b>33,518,014</b>	<b>2,076,698</b>	<b>97.17%</b>
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<b>BOE Capital Reserve Acct #43020000-10101</b>	
MUNIS Balance as of 7/1/22	3,039,825
Contribution Towards NMHS Roof Replacement	-450,000
Approved by BoF - 5 year Capital Withdraw 22/23	-980,030
Close and return of Security Grant Set-Asside	201,875
Wastewater Management Plan - SMS	-17,562
NMHS Woodshop	-233,980
Central Office to SNIS Move	-150,000
Fiscal Year End 21/22 Deposit	2,816,025
New Security Grant Set-Asside	-139,800
1/2 of NMHS Fire Insurance Claim Shortfall	-28,538
Approved by BoF - 5 year Capital Withdraw 23/24	-984,078
Observatory Contribution	-12,500
Additional HVAC FUNDS	-150,000
Fiscal Year End 22/23 Deposit	1,568,696
Energy Systems Group 2023 & 2024 Payments	-895,443
Approved by BoF - 5 year Capital Withdraw 24/25	-1,424,000
<b>*TOTAL AS OF 1/31/25</b>	<b>2,160,489</b>

\*DOES NOT INCLUDE FISCAL YEAR END 23/24 DEPOSIT

<b>Turf Field Replacement Acct Contributions #43020000-10130</b>	
FROM BOE 17/18 FYE BALANCE	50,000
FROM BOE 18/19 FYE BALANCE	50,000
FROM BOE TEAM FEE'S & BANNER SALES - 16/17, 17/18, 18/19	10,225
FROM TOWN DATED 6/4/20	50,000
FROM TOWN DATED 6/16/21	50,000
FROM BOE TEAM FEE'S & BANNER SALES - 19/20	3,765
FROM BOE TEAM FEE'S & BANNER SALES - 20/21	1,890
FROM BOE 20/21 FYE BALANCE	100,000
FROM TOWN DATED 6/9/22	50,000
CONTRIBUTION - FROM BOE 21/22 FYE BALANCE	50,000
FROM BOE TEAM FEE'S & BANNER SALES - 21/22 & 22/23	12,960
CONTRIBUTION - FROM BOE 22/23 FYE BALANCE	100,000
CONTRIBUTION - FROM TOWN 22/23 FYE BALANCE	100,000
FROM TOWN DATED 4/18/24	50,000
<b>TOTAL AS OF 1/31/25</b>	<b>678,840</b>



WHEREAS, the equipment, supplies and/or services for which the following Purchase Orders have been issued and deemed necessary by the Superintendent of Schools, and the cost, thereof, are within the budget appropriations approved by the voters of the Town, NOW, BE IT RESOLVED, that the said purchase orders and all disbursements in connection, thereof, are hereby approved.

Funding	Location	Vendor Name	Description	Amount	Object
GENERAL	SPED	SUNBELT STAFFING	24/25 YEARLY - NURSE AT LHTC	\$ 51,000.00	53230
2% SET ASIDE	IT	DIGITALIS EDUCATION SOLUTIONS, INC.	SNIS PLANETARIUM UPGRADES	\$ 45,400.00	56110
5 YEAR CAPITAL	IT	CDW	LABOR ASSOCIATED WITH PANEL INSTALLATIONS	\$ 26,400.00	75340
5 YEAR CAPITAL	FACILITIES	FINCH TURF INC.	BUNKER AND FIELD RAKE PURCHASE	\$ 19,687.80	57420
GENERAL	SPED	CITY OF WATERBURY	24/25 YEARLY - TUITION WATERBURY MAGNET SCHOOL (1 STUDENT)	\$ 8,500.00	55610
GENERAL	IT	BASE TECHNOLOGIES	CONTRACT BASE RATE CHARGES FOR JAN-MARCH 2025	\$ 7,298.25	54420
GENERAL	NMHS	COLLEGE BOARD	PSAT CHARGES FOR GRADE 10 & 11	\$ 7,152.13	53200
GENERAL	SPED	NAME WITHHELD	PARENT OUT OF DISTRICT TRANSPORTATION REIMBURSEMENT	\$ 6,000.00	55110
GENERAL	SPED	SASCO RIVER CENTER LLC	NEUROPSYCH EVALUATION (1 STUDENT)	\$ 5,550.00	53230
GENERAL	SPED	MARY CATHERINE RANDALL	24/25 YEARLY - BILINGUAL SPEECH & LANGUAGE EVALUATIONS	\$ 5,000.00	53230

*ITEMS LISTED IN BOLD AND ITALIC FONT ABOVE WERE FUNDED VIA GRANT(S)*



BUDGET TRANSFER REQUESTS

AGENDA ITEM 3A-3  
FEBRUARY 2025 MEETING

	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
Requesting Approval Across MOC				NONE AT THIS TIME					

	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
Informational Within Major Object Code				NONE AT THIS TIME					



To: Anthony Giovannone, CO Finance Director

From: Raymond Manka, Principal NMHS

**New Milford Public Schools**  
**Request for Proposal**  
**RFP E-2425-003**

New Milford Public Schools requested proposals from qualified vendors to provide New Milford High School's Theatre with new audio video upgrades. Four vendor bids were received on or prior to January 10, 2025 at 12:00pm. These proposals were opened by Alessandro Amenta on 1/10/25 and witnessed by Nancy Benvenuti.

Time	Company	Proposal total
2:20pm	<b><u>Sound Stage Systems</u></b> 358 Sackett Pt. Road North Haven, CT 06473 Mr. Kurt Kieslich, Vice President	No USB drive  \$59,441.00
2:50pm	<b><u>Adorama Inc.</u></b> 42 West 18th Street New York, NY 10011 Andrea Simmon Bids Administrator	All complete  \$91,384.56
2:55pm	<b><u>Westfair TV Audio</u></b> 1961 Post Road Fairfield, CT 06824 Glenn Levinson, Owner	All complete  \$99,847.75
3:00pm	<b><u>NorthStream</u></b> 76 Bridge Road Islandia, NY 11748 Nick Graci, CEO	All complete  \$64,895.81

Notes & Suggestions:

After carefully considering all four companies, we are suggesting that the bid be awarded to **NorthStream** with the understanding that the proposed total may slightly increase or decrease

as some items related to the video streaming system may be substituted and/or addressed in a different RFP the following year.

The decision to award **NorthStream** the bid is based on the fact that they have created a comprehensive design that addresses all our needs—the design substantially updates our infrastructure by allowing for flexible data connectivity throughout the theatre and allowing for expansion in the future. The bids submitted by Adorama Inc and Westfair TV Audio came in much too high for this phase of upgrades which ruled them out. And while Sound Stage Systems did have the lowest bid, there are a few key reasons listed below that explain why we believe the NorthStream design is a better overall package for our needs.

- Presentation Control System - The system that NorthStream has designed physically doubles the inputs so they are routed to both the processor and the console. Therefore, the 2 handheld microphones dedicated to presentations can be used with or without an operator working the console. This is also true of the projector. This design, installation, and programming allows for ease of use and flexibility.
- Data Drops - Installing data drops in the theatre is the main priority as the analog connection ports that were installed when the theatre first opened are not compatible with the digital needs of today. NorthStream has designed a versatile system of data drops that will allow all ports to work simultaneously, without the need for any adapters, which would be needed in the case of Sound Stage System's design. Again, NorthStream's design is easy to use and offers more flexibility in its application.
- Streaming - Both companies quote the PTZOptics brand camera in their designs for a streaming system; however, the focus of this RFP is first on installing a strong infrastructure that can then be expanded in the coming years. NorthStream's package is more focused on purchasing, installing, and programming high quality hardware and software that offers a simple "plug and play" solution with the ability to expand by purchasing better quality PTZ cameras in the future. The money is better served going into the strong infrastructure than purchasing multiple lower-quality PTZ cameras at this time.



Alessandro Amenta  
NMHS Theatre Director

Cc: Raymond Manka



NEW MILFORD PUBLIC SCHOOLS

**EMPLOYMENT REPORT**

Regular Meeting of the Board of Education  
New Milford, Connecticut

February 11, 2025 -Operations / February 18 BOE Meeting

**CERTIFIED STAFF – APPOINTMENTS**

<p><b>Nicole Mascoli</b>          -1.0 Preschool Special Education Teacher- Excel Program at HPS          -Effective Date: February 3, 2025          -Salary \$96,723 (MA/Step 15) with 16 years experience.          -Replacing Long Term Substitute - H. Clark</p>
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**NON-CERTIFIED STAFF APPOINTMENTS**

<p><b>Emma Archiere</b>          -1.0 Special Education Paraeducator at SNIS          -Effective Date: January 6, 2025          -Salary \$18.53 per hour. Replacing C.Ferreira who resigned (Salary \$17.48 an hour).</p>	<p><b>Carrie Arnold</b>          -1.0 Special Education Paraeducator at NES          -Effective Date: January 6, 2025          -Salary \$18.35 per hour.          -Replacing Two PT positions: C.Claudio and A.Hewitt who both went FT</p>	<p><b>Mary Brodeur (Rehire)</b>          -0.5 Special Education Paraeducator at SNIS          -Effective Date: February 4, 2025          -Salary \$18.53 per hour. Backfill A.Pelillo who went PT</p>	<p><b>Nicole Carangelo</b>          -0.4 Part time Special Education Secretary at the Central Office.          -Effective Date: January 7, 2025          -Salary \$16.35 per hour. Replacing B.Bickelhaupt who resigned (Salary \$15.69 an hour)</p>
<p><b>Brodie Shively-Casa</b>          -1.0 Night Custodian at SNIS          -Effective Date: February 18, 2025          -Salary \$26.86 per hour. Replacing R.Soto who transferred to SMS.</p>	<p><b>Lisa Corbett</b>          -1.0 General Worker/Cashier at SMS          -Effective Date: January 2, 2025          -Salary \$16.35 an hour. Replacing W.Eayrs who transferred to NMHS</p>	<p><b>Meghan Flynn</b>          -0.5 Special Education Para / 0.5 Nurse Para at HPS.          -Effective Date: January 6, 2025          -Salary \$18.35 an hour. Replacing D.Smyser (\$18.35)</p>	<p><b>Kathleen Griffin</b>          -1.0 Assistant Superintendent Secretary          -Effective Date: February 18, 2025          -Salary \$21.60 per hour. Replacing M.Breton who took a position in another CT district (Salary \$29.56 per hour).</p>

### NON-CERTIFIED STAFF APPOINTMENTS CONTINUED

<p><b>Maari Lang - TRANSFER</b>                  -1.0 Special Education Paraeducator transferring to 1.0 Night Custodian at HPS.                  -Effective Date: February 10, 2025                  -Salary \$26.86 per hour. Replacing J.Rivera who transferred to NES</p>	<p><b>Carolyn Marma</b>                  -1.0 General Worker at SNIS.                  -Effective Date: January 15, 2025                  -Salary \$16.35 an hour.                  Replacing N.Seelal-Safir who transferred to HPS.</p>	<p><b>Richard Perry</b>                  -1.0 Special Education Paraeducator at SNIS                  -Effective Date: January 6, 2025                  -Salary \$18.35 per hour.                  Replacing A.Decker who resigned. (\$18.35)</p>
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### CERTIFIED STAFF – RESIGNATION/RETIREMENTS

<p><b>Laura Olson - RETIREMENT</b>                  -1.0 Director of Special Education and PPS                  -Effective Date: September 19, 2025 after nearly 30 years of service to New Milford Public Schools, 18 as a Teacher and 12+ as the Director of PPS. Salary \$177,000.</p>
<p><b>Kathleen Quader</b>                  -1.0 Special Education Teacher at SMS                  -Effective Date: January 31, 2025                  -Salary \$96,723 (MA/Step 15). Took a position in another CT district.</p>

### NON-CERTIFIED STAFF- RESIGNATIONS

<p><b>Desirae Smyser</b>                  -1.0 Special Education Paraeducator                  -Effective Date: January 14, 2025                  -Salary \$18.53 per hour. Took a position with EdAdvance</p>
<p><b>Sydney Rubino</b>                  -1.0 Special Education Paraeducator                  -Effective Date: February 21, 2025                  -Salary \$18.35 an hour. Relocating to another state.</p>

### COACHING STAFF – APPOINTMENTS

<p><b>Robert Farmer</b>                  -1.0 Varsity Girls Softball Coach                  -Effective Date: March 15, 2025                  -Stipend for assignment: \$4,942</p>
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### COACHING STAFF- RESIGNATIONS

<p><b>James Smith</b>                  -1.0 JV Boys Volleyball Coach                  -Effective Date: January 22, 2025. Leaving due to relocation.</p>
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## New Milford Enrollment Matrix By School

January 2, 2025

NES	Actual 6/1/23	Proj 24-25	Actual 01/02/25	Proj Variance
PK	56	39	54	15
K	139	129	108	-21
1	134	129	133	4
2	128	137	136	-1
<b>Totals</b>	<b>457</b>	<b>434</b>	<b>431</b>	<b>-3</b>

HPS	Actual 6/1/23	Proj 24-25	Actual 01/02/25	Proj Variance
PK	48	39	49	10
K	117	121	92	-29
1	120	121	116	-5
2	105	115	124	9
<b>Totals</b>	<b>390</b>	<b>396</b>	<b>381</b>	<b>-15</b>

Actual 6/1/23	Tot Proj 24-25	Actual 01/02/25	Proj Variance
104	78	103	25
256	250	200	-50
254	250	249	-1
233	252	260	8
<b>847</b>	<b>830</b>	<b>812</b>	<b>-18</b>

SNIS	Actual 6/1/23	Proj 24-25	Actual 01/02/25	Proj Variance
3	252	252	256	4
4	262	237	233	-4
5	250	258	258	0
<b>Totals</b>	<b>764</b>	<b>747</b>	<b>747</b>	<b>0</b>

SMS	Actual 6/1/23	Proj 24-25	Actual 01/02/25	Proj Variance
6	281	269	270	1
7	255	243	245	2
8	286	277	279	2
<b>Totals</b>	<b>822</b>	<b>789</b>	<b>794</b>	<b>5</b>

NMHS	Actual 6/1/23	Proj 24-25	Actual 01/02/25	Proj Variance
9	293	267	247	-20
10	334	300	302	2
11	302	298	286	-12
12	308	324	316	-8
<b>Totals</b>	<b>1237</b>	<b>1189</b>	<b>1151</b>	<b>-38</b>

	Actual 6/1/23	Actual 1/03/24	Proj 24-25	Actual 1/02/25	Proj Variance	Actual Variance
PK-2	847	841	830	812	-18	-35
SNIS	764	755	747	747	0	-17
SMS	822	774	789	794	5	-28
NMHS	1237	1214	1189	1151	-38	-86
<b>Totals</b>	<b>3670</b>	<b>3584</b>	<b>3555</b>	<b>3504</b>	<b>-51</b>	<b>-166</b>

**LHTC total = 18**



## New Milford Enrollment Matrix By School

February 3, 2025

NES	Actual 6/1/23	Proj 24-25	Actual 02/03/25	Variance from the Projection
PK	56	39	57	18
K	139	129	109	-20
1	134	129	132	3
2	128	137	137	0
<b>Totals</b>	<b>457</b>	<b>434</b>	<b>435</b>	<b>1</b>

HPS	Actual 6/1/23	Proj 24-25	Actual 02/03/25	Variance from the Projection
PK	48	39	51	12
K	117	121	92	-29
1	120	121	120	-1
2	105	115	125	10
<b>Totals</b>	<b>390</b>	<b>396</b>	<b>388</b>	<b>-8</b>

PK - 2 TOTAL	Actual 6/1/23	Total Proj 24-25	Actual 02/03/25	Variance from the Projection
PK	104	78	108	30
K	256	250	201	-49
1	254	250	252	2
2	233	252	262	10
<b>Totals</b>	<b>847</b>	<b>830</b>	<b>823</b>	<b>-7</b>

SNIS	Actual 6/1/23	Proj 24-25	Actual 02/03/25	Variance from the Projection
3	252	252	256	4
4	262	237	232	-5
5	250	258	258	0
<b>Totals</b>	<b>764</b>	<b>747</b>	<b>746</b>	<b>-1</b>

SMS	Actual 6/1/23	Proj 24-25	Actual 02/03/25	Variance from the Projection
6	281	269	272	3
7	255	243	247	4
8	286	277	281	4
<b>Totals</b>	<b>822</b>	<b>789</b>	<b>800</b>	<b>11</b>

NMHS	Actual 6/1/23	Proj 24-25	Actual 02/03/25	Variance from the Projection
9	293	267	248	-19
10	334	300	303	3
11	302	298	285	-13
12	308	324	314	-10
<b>Totals</b>	<b>1237</b>	<b>1189</b>	<b>1150</b>	<b>-39</b>

	Actual 6/1/23	Actual 02/01/24	Proj 24-25	Actual 02/03/25	24-25 Variance from the Projection
PK-2	847	848	830	823	-7
SNIS	764	755	747	746	-1
SMS	822	774	789	800	11
NMHS	1237	1211	1189	1150	-39
<b>TOTALS</b>	<b>3670</b>	<b>3588</b>	<b>3555</b>	<b>3519</b>	<b>-36</b>

**LHTC total = 18**



Office of Fiscal Services & Operations  
25 Sunny Valley Rd., Suite A  
New Milford, Connecticut 06776

Item of Information 4-C  
Operations Sub-Committee  
February 2025

**TO: Dr. Janet Parlato, Superintendent**  
**FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations**  
**Date: February 1, 2025**  
**RE: Fiscal Year 23/24 Audit Report**

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On Wednesday, January 15, 2025, the independent Auditor's report was presented by Mahoney Sabol during the Board of Finance meeting. The important highlights are below.

Weakness / Deficiency:

- There were zero (0) material weaknesses or deficiencies identified.

Fund Balance at 23/24 Fiscal Year End:

- The unspent operating fund balance at the end of 23/24 for the Board of Education was \$1,751,792.
  - \$231,092 of this was transferred to the Town to reimburse them for the 2% Educational Cost Sharing (ECS) set aside that the Board of Education participated in.
  - \$100,000 of this was approved and will be transferred into the account for Turf Field Replacement.
  - \$1,420,700, which is the remainder, was approved and will be transferred into Board of Education Capital Reserve Account. This ending balance deposit does not appear on the Budget Position report this month as the Town has not posted the transaction yet in MUNIS.
    - A portion (approximately \$450,000) of this 23/24 Fiscal Year End balance will still have to be used to satisfy the BOE portion of the ESG bill in December of 2025.

The entire report is available on the Town website at the following address:

[https://www.newmilford.org/filestorage/7526/7528/7713/52837/  
New\\_Milford\\_FY24\\_Financial\\_Statements\\_-\\_Final\\_12-27-24.pdf](https://www.newmilford.org/filestorage/7526/7528/7713/52837/New_Milford_FY24_Financial_Statements_-_Final_12-27-24.pdf)

The second page of this memo provides a snippet of the minutes from the June 26, 2024 Board of Finance meeting where the motions concerning the above were approved.

*Sincerely,*  
*Anthony J. Giovannone*  
*Director of Fiscal Services and Operations*





Office of Fiscal Services & Operations  
25 Sunny Valley Rd., Suite A  
New Milford, Connecticut 06776

Item of Information 4-C  
Operations Sub-Committee  
February 2025

New Milford Board of Finance  
Regular Meeting Minutes  
June 26, 2024

RECEIVED  
TOWN CLERK  
2024 JUL -1 A 11: 22  
NEW MILFORD, CT

Present: Walter O'Connor, Chair  
Brian Whitfield  
Joe DeGregorio  
Walter Bayer  
Joe Troiano  
Diane Klaif  
Ellen Conklin (by phone)  
Ronaldo Castro, Alt.

Also Present: Mayor Pete Bass  
Greg Osipow, Director of Finance  
Sean Delaney, Water Witch Hose Co. #2  
Kirk Elsesser, Water Witch Hose Co. #2  
Brian Bollaro, Water Witch Hose Co. #2

The meeting was called to order at 7:02 pm by Mr. O'Connor.

4.) Discussion and action on the Board of Education requests to allocate the year end balance for the 2023-24 budget (subject to final audit) to the following: \$100,000 to the Turf Field Replacement fund; \$231,092 to the Town of New Milford to replace the the Education Cost Sharing Set Aside Grant held by the Board of Education; and the remaining balance to the Board of Education Capital Reserve account.

*Mr. O'Connor moved to approve the Board of Education requests to allocate the year end balance for the 2023-24 budget (subject to final audit) to the following: \$100,000 to the Turf Field Replacement fund; \$231,092 to the Town of New Milford to replace the the Education Cost Sharing Set Aside Grant held by the Board of Education; and the remaining balance to the Board of Education Capital Reserve account, seconded by Mr. Bayer.*

Mr. DeGregorio asked how much would be going into capital reserve and Mr. Osipow said it would depend on the final audit.

*Motion passed 6-0-1.*

*Aye: O'Connor, Whitfield, Bayer, Klaif, Troiano, Conklin*

*Abstain: DeGregorio*

## **NEW MILFORD PUBLIC SCHOOLS**

**Director of Technology**

**25 Sunny Valley Road**

**New Milford, Connecticut 06776**

**860-210-2615**



Jeffrey Turner  
Director of Technology  
2/5/2025

Dr. Parlato,

After meeting with the John J. McCarthy leadership, working with New Milford Public Schools officials, and researching different observatory projectors, the NMPS IT department has concluded that the Digitalis MU is the correct device to upgrade our Sarah Noble Intermediate school planetarium. We will work with all parties involved to purchase, install, and then upgrade the planetarium room to create a teaching and learning environment for all students. I've attached the quote for the MU projector and concluded that the professional version of the projector and software will allow us to not only use the curriculum as needed but to also coordinate with the team at the John J. McCarthy observatory and be able to upload their own video from their observatory. We look forward to completing this project in the late Spring of 2025.

This appears for approval on Purchase Resolution D791 provided as part of the monthly reports this month. The funding being used to support this is coming from the Educational Cost Sharing (ECS) set aside 2% grant.

Jeff Turner  
Director of Technology

**Item of Information 4-D  
Operations Sub-Committee  
February 2025**



817 Pacific Avenue  
Bremerton, WA 98337  
tel 360.616.8915  
fax 360.616.8917  
DigitalisEducation.com

**Quote:** 2025.01.20\_CT\_NMPS\_MuPro

Prepared By: Diana Yoder

Valid until: 02/28/25

Prepared for: Jeff Turner

Phone: 860-210-2615 ext6642

Email: [turnerj@newmilfordps.org](mailto:turnerj@newmilfordps.org)

Ship to: New Milford Public Schools

Product	Description	Total
Digitarium Mu for Fixed Planetarium	Digitarium Mu with Professional software package. Includes all in one projection system with computer running Nightshade G3 Professional and our high resolution datasets for Earth and other Solar System bodies.	\$45,400
Virtual Training	4 hours of Virtual Training included for free. Extra hours can be purchased for \$200/hr	\$0
<b>Sub total</b>		<b>\$45,400</b>
Freight Shipping is included. Contact Digitalis if a loading dock is not available.		\$0
Taxes are responsibility of the receiver. Digitalis will need a tax exempt letter on file.		\$0
<b>Total</b>		<b>\$45,400</b>

**Terms and Conditions** [https://www.digitaliseducation.com/terms\\_and\\_conditions](https://www.digitaliseducation.com/terms_and_conditions)

**Warranty 3 year** <https://digitaliseducation.com/warranty.html>

**Support Standard** <https://www.digitaliseducation.com/priority>