

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

BOARD OF EDUCATION
MEETING NOTICE

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NEW MILFORD, CT

DATE:	May 17, 2022
TIME:	7:00 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

A. Pledge of Allegiance

2. RECOGNITION

A. NMPS Stars of the Month: Lisa Lee, Katelynn Oviatt, Tracy Rossitto, Kristin Saplio, Megan Sylvester

3. 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.

4. PTO REPORT

5. STUDENT REPRESENTATIVES' REPORT

6. APPROVAL OF MINUTES

A. Approval of the following Board of Education Meeting Minutes

1. Special Meeting Minutes April 26, 2022

2. Regular Meeting Minutes April 26, 2022

7. SUPERINTENDENT'S REPORT

8. BOARD CHAIRMAN'S REPORT

9. DISCUSSION AND POSSIBLE ACTION

A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated May 17, 2022

B. Monthly Reports

1. Budget Position dated April 30, 2022

2. Purchase Resolution: D-758

- 3. Request for Budget Transfers
- C. Gifts & Donations
 - 1. PTO - Exhibit B
- D. Grant Approvals
 - 1. Adult Education PEP Grant
 - 2. IDEA Grant
- E. Bid Awards
 - 1. Septic & Grease Trap Service and Cleaning
 - 2. Boiler & Burner Service and Cleaning
 - 3. OT/PT Services
- F. Food and Nutrition Services – Exhibit C
 - 1. Healthy Food Certification Statement
 - 2. Food Certification Exemptions for School Fundraisers
 - 3. Beverage Certification Exemptions
- G. Food and Nutrition Services Dietician
- H. Policy for Approval:
 - 1. 5121.2 Eligibility for Honor Rolls
- I. Policies for Second Review:
 - 1. 3440 Inventories
 - 2. 3450 Monies in School Buildings
 - 3. 3451 Petty Cash Funds
- J. Policies for First Review:
 - 1. 3453 School Activity Funds
 - 2. 3453.1 Unexpended Class Funds
- K. Approval of Curricula:
 - 1. Art - Grade 6
 - 2. Math 8
 - 3. Practical Math: Applications of Measure
 - 4. Practical Math: Applications of Percentage
- L. 2021-22 Operating End of Year Expenditures
- 10. ITEMS FOR INFORMATION AND DISCUSSION**
 - A. Field Trip Report
 - B. Dress Code Policy
- 11. ADJOURN**

ITEMS OF INFORMATION

Policy Subcommittee Meeting Minutes - May 3, 2022

Committee on Learning Minutes - May 3, 2022

Facilities Subcommittee Meeting Minutes - May 10, 2022

Operations Subcommittee Meeting Minutes - May 10, 2022

**New Milford Board of Education
Special Meeting Minutes
April 26, 2022
Sarah Noble Intermediate School Library Media Center**

Handwritten signature
2022 APR 28 A 9:21

NEW MILFORD, CT

Present:	Mrs. Wendy Faulenbach Mr. Eric Hansell Mr. Pete Helmus Mr. Brian McCauley Mrs. Tammy McInerney Mr. Tom O'Brien Mrs. Olga I. Rella Mrs. Leslie Sarich Mr. Keith A. Swanhall Jr.
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Also Present:	Ms. Alisha DiCorpo, Superintendent of Schools Attorney Zachary Schurin, Pullman and Comley LLC
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1. A.	Call to Order Pledge of Allegiance The special meeting of the New Milford Board of Education was called to order at 5:30 p.m. by Mrs. Faulenbach. The Pledge of Allegiance immediately followed.	Call to Order A. Pledge of Allegiance
3. A.	Discussion and Possible Action Receipt and consideration of attorney-client privileged communication regarding roles and responsibilities with respect to personnel issues. Executive session anticipated. Mr. McCauley moved that the Board enter into Executive Session for receipt and consideration of attorney-client privileged communication regarding roles and responsibilities with respect to personnel issues and invite into the session Attorney Zachary Schurin and Superintendent Alisha DiCorpo, seconded by Mr. O'Brien and passed unanimously. The Board entered executive session at 5:31 p.m. Ms. DiCorpo left executive session at 6:11 p.m.	Discussion and Possible Action A. Receipt and consideration of attorney-client privileged communication regarding roles and responsibilities with respect to personnel issues. Executive session anticipated. Motion made and passed unanimously that the Board enter into Executive Session for receipt and consideration of attorney-client privileged communication regarding roles and responsibilities with respect to personnel issues and invite into the session Attorney Zachary Schurin and Superintendent Alisha DiCorpo.

**New Milford Board of Education
Special Meeting Minutes
April 26, 2022
Sarah Noble Intermediate School Library Media Center**

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	The Board returned to public session at 6:40 p.m.	
4.	Adjourn Mr. Hansell moved to adjourn the meeting at 6:40 p.m., seconded by Mr. O'Brien and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 6:40 p.m.

Respectfully submitted:



Olga I. Rella
Secretary
New Milford Board of Education

New Milford Board of Education
Regular Meeting Minutes
April 26, 2022
Sarah Noble Intermediate School Cafeteria

Page 1

Present:	Mrs. Wendy Faulenbach Mr. Eric Hansell Mr. Pete Helmus Mr. Brian McCauley Mrs. Tammy McInerney Mr. Tom O'Brien Mrs. Olga I. Rella Mrs. Leslie Sarich Mr. Keith A. Swanhall Jr.
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Also Present:	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. Matthew Cunningham, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mr. Jeffrey Turner, Technology Director Mrs. Anne Bilko, Sarah Noble Intermediate School Principal Mrs. Gwen Gallagher, Northville Elementary School Principal Mr. Raymond Manka, New Milford High School Principal Ms. Linda Scoralick, Schaghticoke Middle School Interim Principal Nicholas Carroccio, Student Representative Ishaani Pradeep, Student Representative Attorney Zachary Schurin, Pullman and Comley LLC
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1.	Call to Order A. Pledge of Allegiance <p>The regular 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.</p>	Call to Order A. Pledge of Allegiance
2.	Recognition A. NMPS Retiree: Nancy Schindelar <ul style="list-style-type: none"> Ms. DiCorpo thanked Mrs. Schindelar for her dedicated service. B. NMPS Stars of the Month: Cara Abraham, Robin	Recognition A. NMPS Retiree: Nancy Schindelar B. NMPS Stars of the Month: Cara

	<p>Barboza-Josephson, Maura Jabbonsky, Scott McKay, Connie Williams</p> <ul style="list-style-type: none"> • Ms. DiCorpo congratulated the monthly “Stars” and read the comments submitted by the person who nominated them. • Mrs. Faulenbach added congratulations on behalf of the Board. 	<p>Abraham, Robin Barboza-Josephson, Maura Jabbonsky, Scott McKay, Connie Williams</p>
3.	<p>Public Comment</p> <ul style="list-style-type: none"> • Mrs. Faulenbach reviewed the protocol for public comment which is welcomed at all Board meetings and subcommittees. It is usually no longer than 20 minutes but she will extend it to an hour at least this evening to accommodate all who may wish to speak. She asked speakers to limit themselves to 3 minutes each, for speakers to address their comments to the Board, and to speak with decorum so that all can have a voice and be heard. • NMHS student Taylor Balzi said she was disappointed with Mr. Manka’s resignation because he has had a significant impact on student lives. She respectfully requests the Board table the resignation for the time being. • NMHS student Joseph Russell asked the Board to decline Mr. Manka’s resignation. He said Mr. Manka has made the high school a place of inclusion and the students deserve continuity. • NMHS student Colin Walsh said he appreciates how welcoming Mr. Manka is to students and references a petition signed by 1775 people asking him to stay. • New Milford resident Brendan Farinha said he is disappointed in the manner in which the Board is fulfilling its duties. He said the superintendent is the liaison between the Board and staff and she is not successful as is evident by district turnover. He posted the petition on social media as a result. He wants the Board to hold the superintendent accountable. 	<p>Public Comment</p>

	<ul style="list-style-type: none">• NMHS student Madeline Bell said Mr. Manka is an outstanding principal who makes human connections with students.• Suzanne Grant Sweeney, parent, PTO president and part time athletic trainer said in her experience students have connected meaningfully with Mr. Manka and he has been supportive of the PTO. She is sad to see him go.• New Milford resident Amy Photopoulos said she does not know Mr. Manka but has interacted with Ms. DiCorpo since her unanimous appointment in 2020. There has been turnover since that time, but context matters. There has been high turnover in New Milford for years. This is a nationwide issue now, especially in education. She appreciates the rigor, thoughtful and thorough approach that the Superintendent takes as she advocates for students.• Parent Andrea Price Johnson said she wants to reiterate the difference Mr. Manka has made. She also wants to say how disappointed she is with the lack of support to children this year who are out of school as a result of Covid protocols.• Student Jeremiah Elezi said Mr. Manka helps students feel safe and asked the Board not to accept his resignation.• Teacher and parent Jen LaCava said she thinks Mr. Manka is a strong communicator with a calm demeanor who has met all challenges with a positive attitude. He is a visible presence and a champion for students and teachers both.• Student Megan Sheedy said Mr. Manka is the change students needed in their return to school and he leads by example.• Student Teddy Cook says he feels safe and engaged in learning with Mr. Manka's support. He asked the Board to table his resignation.• Parent Allison Sidel said she thinks the number of people present tonight, over 150, should be noted since it speaks to the positive impression Mr. Manka has had. She said there is clearly a disconnect with this resignation of a beloved	
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	<p>administrator. She said students don't need another transition and asked that the Board not accept his resignation.</p> <ul style="list-style-type: none">● Parent Vicki Caldwell said she understands the challenges of this year and applauds district efforts. She said every story has two sides and she thinks more information could help provide answers to students who don't need more upheaval. She asked that the resignation be tabled.● Parent Amri Plisko said she has never seen a more approachable, visible principal who has a connection with students.● Student Quinn Danvers said he thinks Mr. Manka has created the best learning environment and he asked that the resignation be declined.● Student Sarah Beck said Mr. Manka is supportive of students and has provided a leadership role for student voice. Please decline his resignation request.● Parent Sharon Sainz said the Superintendent has been very supportive. Current problems were there long before her.● Parent Jennifer Douglas said the Board represents the community and they should listen to the community that is present tonight. Mr. Manka has had an impact on school climate.● Parent Anne Flynn said she has been in New Milford over 50 years and the current issues with the principal leaving, buses, staff turnover, lack of timely communication are not acceptable. She asked that the resignation be rescinded and that the Superintendent resign.● Parent and PTO President Nannette Pelletier said students have spoken eloquently but that a vote of no confidence in the Superintendent is totally uncalled for during these tumultuous times.● Parent Chizoro Taylor pleaded with the Board to keep Mr. Manka and to take a deeper dive into what went wrong. He is an amazing mentor to students.● Betsy Stewart, former employee, said she came to New Milford to work with Ms. DiCorpo and	
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	<p>wants to publicly thank her for all she taught her during her time with the district.</p> <ul style="list-style-type: none"> • Parent Susan Zeitler said she had requested meetings with Ms. DiCorpo and her request was not honored. She said she is not the right person for New Milford. 	
4.	<p>PTO Report</p> <ul style="list-style-type: none"> • Mrs. Pelletier reported for the PTO. Townwide: We are currently running a Krispy Kreme Fundraiser for the scholarship fund. I have passed an order form around your table tonight if you're interested in supporting this fundraiser. We are also running a clothing drive for the scholarship fund - clothes and shoes are accepted. The dropoff bin is in front of the JPS Community Center and will be there through the end of May. • Grad Party: Grad Party is still looking for additional volunteers to help out with decorating and the actual event. They are currently selling raffle tickets for \$10 each for the chance to win cash prizes of \$750, \$500, and \$250. Only 500 tickets will be sold and the drawing will be held on May 5th at the Mayor's office. Every year, a memorabilia poster of each NMHS senior is created and then displayed at the grad party. Parents of seniors have until 5/15 to get their students' digital pictures to the grad party. • NMHS: A staff luncheon will be provided by the PTO on May 4th. The High School will be having a field day on 5/17. The PTO will be providing water and ice pops for the event. • SMS: Flamingo Flocking has started up again. For a nominal fee, you can have a friend's yard flocked as long as they live in New Milford. Last week, the PTO held a dance with the Youth Agency for the 7th grade. Over 100 students attended the event. The PTO will host a luncheon for the staff on 5/5. • SNIS: The PTO will be providing juice pops and 	<p>PTO Report</p>

	<p>water for the 3rd and 4th grade field days. A committee has met and is in the process of planning the 5th grade sendoff. The PTO will host a luncheon for the staff on 5/4. The PTO will be hosting a Booster Thon - a virtual kick off will take place on 5/13 and will end with a Fun Run on 5/13.</p> <ul style="list-style-type: none"> • NES: The PTO will host a luncheon for the staff on 5/3. The PTO will be holding a Tasty Waves fundraiser on 5/18 - 10% of the day's profits will be donated to the NES PTO so please mark that date down in your calendars. Planning for the 2nd grade send offs has started. • HPS: The PTO will be hosting an ice cream social on 5/6 in conjunction with the school's art show. The PTO will be providing a luncheon for the staff on 5/4. A Bubblemania assembly has been planned for the kindergarten and first grade classes on 5/11. Planning has also started for the 2nd grade send offs. 	
5.	<p>Student Representatives' Report</p> <ul style="list-style-type: none"> • Ishaani Pradeep and Nicholas Carroccio, student representatives, reported on happenings in the schools this month. • NES: Earlier this month, Northville welcomed possible future Excel students. Parents learned more about the preschool program and students got to engage in some fun activities with peers. They celebrated their Paraprofessionals on April 6th! Northville students wore blue on April 5th in support of autism. NES is grateful to their P.T.O. They recently purchased new playground equipment for each class. They also held the March Silent Auction and many people participated in the fundraiser. Mrs. Gallagher is looking forward to her day with the student who won Principal for a Day. Finally during the month of April, Northville is focusing on the character trait - Loyalty. Students are showing kindness to their friends and classmates. They 	<p>Student Representatives' Report</p>

	<p>are working on i-Statements when involved in a conflict and different ways to handle a disagreement.</p> <ul style="list-style-type: none"> ● HPS: Hill and Plain is hosting Family Arts Night and Ice Cream Social on May 6th. They also held PTO sponsored Sports Fun day on April 1st. The next 4 Wednesdays, both Northville and Hill & Plain will welcome future kindergarteners to school. ● SNIS: SNIS looks for ways to contribute to our community. On Friday the 1st, SNIS held a first Friday Food Drive and collected more than 700 non perishable items for the local food bank. Additionally, the third grade students made flowers with positive messages to be distributed to local nursing homes and care facilities. ● SMS: It's Spirit Week at SMS! Student leaders from Student Council worked with faculty advisors to select themed dress days so students can show their school spirit. The SMS Jazz Band traveled to NMHS last week to participate in Jazz Fest. Spring sports are underway with competitions beginning this week. The home opener for both baseball and softball is this Friday. The SMS Track & Field program will also host a home meet (at NMHS) on Thursday next week. ● NMHS: Spanish Honor Society Induction is 5/2, German Honor Society Induction is 5/4, Advanced Chorus/Orchestra Concert is Thursday at 7:00 p.m., French Honor Society Induction is 5/10 and Career Expo this Thursday the 28th. 	
6.	Approval of Minutes	Approval of Minutes
A.	<p>Approval of the following Board of Education Meeting Minutes:</p> <p>1. Regular Meeting Minutes March 15, 2022</p>	<p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Regular Meeting Minutes March 15, 2022</p>

	<p>Mr. O'Brien moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes March 15, 2022, seconded by Mr. Helmus.</p> <p>The motion passed unanimously.</p> <p>2. Special Meeting Minutes April 5, 2022</p> <p>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes April 5, 2022, seconded by Mr. Hansell.</p> <p>The motion passed unanimously.</p>	<p>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes March 15, 2022.</p> <p>2. Special Meeting Minutes April 5, 2022</p> <p>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Special Meeting Minutes April 5, 2022.</p>
7.	<p>Superintendent's Report</p> <ul style="list-style-type: none"> • Ms. DiCorpo gave the Fundraiser report for this month - 7 at NMHS: PTO, GHIS, Key Club, NHS, Chorus, Baseball, and DECA; 1 at SMS: Life Skills Class; 1 at HPS: PTO • Kindergarten enrollment update: NES - 92 and HPS - 75 • The district celebrated and recognized Autism awareness on Tuesday, April 5th by wearing blue. Information via a few helpful links was shared with teachers who may be interested in promoting understanding and support in their classroom. • COVID home test kits were made available to families by drive-through at SNIS on Saturday, April 2 from 10 AM to 2 PM, and will be offered again tomorrow, Saturday, April 9 from 11 AM to 2 PM. • The Attitude and Behaviors survey was administered on April 5 at SMS and NMHS for students in grades 8, 10, and 12. We anticipate the results being available at the beginning of May. • Colleen Jewell and Lori Cerra were surprised by me and the building administration for earning a 	<p>Superintendent's Report</p>

	<p>“Fund for Teachers” grant which includes a summer fellowship opportunity. We are thrilled for them to embark on this new adventure. Colleen Jewell will be going to Ecuador to be immersed in the culture to learn to speak Spanish and to learn more about her EL students. Lori Cerra will go to the West Coast of California and will be visiting National Parks in connection with the maker space initiative she is working to build in our district.</p> <ul style="list-style-type: none">• The EXCEL Open House for our potential Community Friends was held at both NES and HPS on Wednesday, March 30th. Parents have scheduled their visits so that staff can observe students and meet families. The EXCEL Lottery was also scheduled for April 22nd at 10:00 a.m. and is a virtual event.• Ms. DiCorpo recognized a few Notable Mentions: NMHS art students Nicole Reiske and Beatriz Novas, already honored to have their artwork chosen for the National K-12 Ceramics Exhibition in Sacramento, have won additional awards at the Exhibition. Nicole’s Selfie tile was chosen to receive the Orton Foundation Cash Award, while Beatriz’ wax resist plate was recognized with the Artistic Merit Award. Sophomore Leo Mahlke was awarded a Gold Medal for Poetry for his submission to the national Scholastic Art and Writing Contest. This year only 40 medals were awarded for poetry at the national level, chosen from over 22,000 submissions, making this quite a distinctive honor. In addition, Leo has also been participating in UCONN's Connecticut Writing Project for eight years, and this will be his eighth straight year winning publication in its celebrated Connecticut Student Writers magazine. This year Leo won a platinum award for nonfiction and a gold award for short story. His artwork was also chosen to be published in the magazine for the seventh year in a row. Leo was honored to be asked to read his nonfiction piece at the award ceremony at the Jorgensen	
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	<p>Center at UCONN in May. Congratulations! The following students were selected as the top musicians from the state of Connecticut to participate in the CMEA All-State festival that took place at the Hartford Convention Center from March 31st to April 2nd. To be selected, students rehearsed and refined audition materials that were then judged by music educators. Students with the top scores were then invited to participate in the prestigious All-State ensembles. Kudos to all! Band: Gabriel Larsen, Leo Mahlke, Kelsey Stewart; Jazz Band: Riley Mahlke; Chorus: Kyra Brown, Natalie Brown, Malachi Caldwell, Leah Lawson, Riley Mahon, Aidan Smith and Cassandra Williams</p> <ul style="list-style-type: none"> • The Green Heat Percussion continued their winning ways with another victory on April 2nd. Additionally, they won the SW Conference award for Highest Score this season! • On April 20th, the NMHS Chorus sang the national anthem at the Hartford Yard Goats game. • Ms. DiCorpo said in light of the ongoing investigation at NMHS today, there will be added police security for tomorrow to make sure students and staff feel safe. Mental health support will be offered as well. She is grateful to parents for their support as the police investigated. Communications were provided as quickly as was possible. Ms. DiCorpo publicly thanked the New Milford Police Department and Chief Cerruto for all their assistance. 	
8.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said she would skip the Board Chair's Report in light of time and the business of the Board this evening. 	Board Chairman's Report
9.	Discussion and Possible Action	Discussion and Possible Action

<p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated April 26, 2022 - Revised</p> <p>Mr. O’Brien moved to approve Revised Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated April 26, 2022, seconded by Mr. Helmus.</p> <ul style="list-style-type: none"> • Mrs. Rella made a motion to table #A.1.a.3 on Exhibit A, Mr. Raymond Manka’s resignation. • Mrs. Faulenbach said there was already a motion on the table. She asked Mr. O’Brien and Mr. Helmus if they wanted to pull their motion. • Mr. O’Brien said yes; Mr. Helmus said no. <p>Mrs. Rella moved to amend the main motion to modify Exhibit A to remove Raymond Manka’s resignation, seconded by Mrs. Sarich.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked what Mrs. Rella’s intent is if the motion passes. • Mrs. Rella said to table the resignation. • Mrs. Faulenbach said in that case it is cleaner to bifurcate the main motion. • Mr. Helmus agreed to withdraw his second on the main motion. • Mrs. Rella said she would suggest a new motion. <p>Main motion was withdrawn. Amendment withdrawn.</p> <p>Mrs. Rella moved to approve Exhibit A with the removal of item A.1.a.3, Raymond Manka’s resignation, seconded by Mrs. Sarich.</p> <p>Motion passed 8-1-0, with Mr. Helmus voting no.</p> <p>Mrs. Rella moved to table the resignation of Raymond Manka effective June 30, 2022, seconded by Mrs. Sarich.</p>	<p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated April 26, 2022 - Revised</p> <p>Motion made and withdrawn to approve Revised Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated April 26, 2022.</p> <p>Motion made and withdrawn to amend the main motion to modify Exhibit A to remove Raymond Manka’s resignation.</p> <p>Motion made and passed to approve Exhibit A with the removal of item A.1.a.3, Raymond Manka’s resignation.</p> <p>Motion made and withdrawn to table the resignation of Raymond Manka effective June 30, 2022.</p>
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- Mrs. Rella said Board members have no more information about this resignation than the community has and she is sad to see a loved principal leaving the district. She wants more time to see if they can make a difference.
- Mrs. Sarich said she would like more time to work through the process and gather information.
- Mr. Hansell said the Board has heard the community tonight and thanked them for their attendance. He said voting to accept or decline the resignation would not keep the principal who has resigned and instead could exacerbate the situation.
- Mrs. McInerney said it has been difficult to listen to students and parents who have been thriving under leadership that is leaving. She appreciates the public comment. She respects Mr. Manka and thinks he is a wonderful principal but doesn't know why he is resigning so will respect his decision. She doesn't want to prolong the situation for Mr. Manka.
- Mr. McCauley said he appreciates the public comment and thinks it is important to listen to the community. He said Mr. Manka lists personal reasons as his decision so it is hard for the Board to make a decision about that. He would suggest more time, perhaps a special meeting, to hear from the individual.
- Mr. Helmus said this is highly unusual and that the Board does not have any more information than the public. It is a private matter for Mr. Manka. Mr. Manka has not chosen to come this evening to rescind his resignation.
- Mr. Manka joined the meeting.
- Mrs. Faulenbach called for a brief recess.

The Board recessed at 8:40 p.m. The meeting resumed at 8:53 p.m.

- Mrs. Faulenbach asked Mrs. Rella and Mrs. Sarich to withdraw their motion to table the

	<p>resignation of Raymond Manka effective June 30, 2022. Mrs. Rella and Mrs. Sarich agreed.</p> <p>The motion was withdrawn.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked for a motion to add to the agenda to provide an opportunity for a public statement by Mr. Manka. She said approval will require a two thirds vote. <p>Mrs. McInerney moved to add to the agenda to provide an opportunity for a public statement by Raymond Manka.</p> <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> • Mr. Manka thanked the Board for the opportunity to speak and thanked the community. He said he would like to take this opportunity to officially rescind his resignation. 	
B.	<p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated March 31, 2022 2. Purchase Resolution: D-757 3. Request for Budget Transfers <p>Mr. Hansell moved to approve Monthly Reports: Budget Position dated March 31, 2022, Purchase Resolution D-757, and Request for Budget Transfers, seconded by Mrs. Rella.</p> <p>The motion passed unanimously.</p>	<p>Motion made and passed unanimously to add to the agenda to provide an opportunity for a public statement by Raymond Manka.</p>
C.	<p>Policies/Regulations for Deletion/Approval</p> <ol style="list-style-type: none"> 1. 3321 Requesting Goods and Services (Requisitions) <p>Mrs. McInerney moved to delete policy 3321 Requesting Goods and Services (Requisitions), seconded by Mrs. Rella.</p>	<p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated March 31, 2022 2. Purchase Resolution: D-757 3. Request for Budget Transfers <p>Motion made and passed unanimously to approve Monthly Reports: Budget Position dated March 31, 2022, Purchase Resolution D-757, and Request for Budget Transfers.</p> <p>C. Policies/Regulations for Deletion/Approval</p> <ol style="list-style-type: none"> 1. 3321 Requesting Goods and Services (Requisitions) <p>Motion made and passed unanimously to delete policy 3321</p>

	<p>The motion passed unanimously.</p> <p>2. 3324.1 Contracts - Regulation</p> <p>Mr. Hansell moved to delete regulation 3324.1 Contracts, seconded by Mrs. Rella.</p> <p>The motion passed unanimously.</p> <p>3. 3432/3433 Budget & Expense Report/Annual Financial Statement</p> <p>Mrs. Rella moved to approve policy 3432 Budget & Expense Report/Annual Financial Statement, seconded by Mrs. Sarich.</p> <p>The motion passed unanimously.</p>	<p>Requesting Goods and Services (Requisitions).</p> <p>2. 3324.1 Contracts - Regulation</p> <p>Motion made and passed unanimously to delete regulation 3324.1 Contracts.</p> <p>3. 3432/3433 Budget & Expense Report/Annual Financial Statement</p> <p>Motion made and passed unanimously to approve policy 3432 Budget & Expense Report/Annual Financial Statement.</p>
D.	<p>Policy for Second Review</p> <p>1. 5121.2 Eligibility for Honor Rolls</p>	<p>D. Policy for Second Review</p> <p>1. 5121.2 Eligibility for Honor Rolls</p>
E.	<p>Policies for First Review</p> <p>1. 3440 Inventories</p> <p>2. 3450 Monies in School Buildings</p> <p>3. 3451 Petty Cash Funds</p>	<p>E. Policies for First Review</p> <p>1. 3440 Inventories</p> <p>2. 3450 Monies in School Buildings</p> <p>3. 3451 Petty Cash Funds</p>
F.	<p>Approval of Curricula</p> <p>1. Sports Literature</p> <p>2. AP Language and Composition</p> <p>3. Art - Kindergarten</p> <p>4. Art - Grade 1</p> <p>5. Art - Grade 2</p> <p>6. Art - Grade 3</p> <p>7. Art - Grade 4</p> <p>8. Art - Grade 5</p> <p>9. Art - Grade 7</p>	<p>F. Approval of Curricula</p> <p>1. Sports Literature</p> <p>2. AP Language and Composition</p> <p>3. Art - Kindergarten</p> <p>4. Art - Grade 1</p> <p>5. Art - Grade 2</p> <p>6. Art - Grade 3</p> <p>7. Art - Grade 4</p> <p>8. Art - Grade 5</p>

	<p>10. Art - Grade 8</p> <p>Mr. McCauley moved to approve the following Curricula:</p> <ol style="list-style-type: none"> 1. Sports Literature 2. AP Language and Composition 3. Art - Kindergarten 4. Art - Grade 1 5. Art - Grade 2 6. Art - Grade 3 7. Art - Grade 4 8. Art - Grade 5 9. Art - Grade 7 10. Art - Grade 8 <p>Seconded by Mrs. Rella.</p> <ul style="list-style-type: none"> Mrs. McInerney said Art - Grade 6 is missing from the list because the committee had additional questions. It will be moved forward following the May Committee on Learning meeting. <p>The motion passed unanimously.</p> <p>G. Grant Approval</p> <ol style="list-style-type: none"> 1. ED 244 <p>Mrs. Sarich moved to approve Grant ED 244 in the amount of \$145,422.</p> <p>Seconded by Mrs. Rella.</p> <ul style="list-style-type: none"> Mr. Helmus thanked the administration for continuing to pursue grant opportunities <p>The motion passed unanimously.</p> <p>H. Bid Award</p> <ol style="list-style-type: none"> 1. Special Transportation Services 	<p>9. Art - Grade 7</p> <p>10. Art - Grade 8</p> <p>Motion made and passed unanimously to approve the following Curricula:</p> <ol style="list-style-type: none"> 1. Sports Literature 2. AP Language and Composition 3. Art - Kindergarten 4. Art - Grade 1 5. Art - Grade 2 6. Art - Grade 3 7. Art - Grade 4 8. Art - Grade 5 9. Art - Grade 7 10. Art - Grade 8 <p>G. Grant Approval</p> <ol style="list-style-type: none"> 1. ED 244 <p>Motion made and passed unanimously to approve Grant ED 244 in the amount of \$145,422.</p> <p>H. Bid Award</p> <ol style="list-style-type: none"> 1. Special Transportation Services
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	<p>Mrs. Rella moved to award the bid for Special Transportation Services for the period of 2022-23, 2023-24 and 2024-25 to the following vendors by run, as outlined by location in Memo 9H - Bid Award Special Transportation Services:</p> <ol style="list-style-type: none"> 1. EdAdvance 2. Connect Kids 3. CT Transportation Solutions 4. Coordinated Transportation Solutions <p>Seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> • Mr. Helmus asked how the rates compare to current ones. • Mr. Giovannone said they are higher than current, but within the budget for next year. • Mrs. Olson said all bids chosen were the lowest bid except for one which is based on student need. <p>The motion passed unanimously.</p> <p>I. End of Year Balance/Projects</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said there is a memo from Operations included in the packet. • Mr. Giovannone said there will be more specifics at the Operations and full Board meetings in May regarding possible year end projects 	<p>Motion made and passed unanimously to award the bid for Special Transportation Services for the period of 2022-23, 2023-24 and 2024-25 to the following vendors by run, as outlined by location in Memo 9H - Bid Award Special Transportation Services:</p> <ol style="list-style-type: none"> 1. EdAdvance 2. Connect Kids 3. CT Transportation Solutions 4. Coordinated Transportation Solutions <p>I. End of Year Balance/Projects</p>
10.	<p>Items for Information and Discussion</p> <p>A. Field Trip Report</p> <ul style="list-style-type: none"> • Ms. Hollander said there are 14 field trips listed; one is virtual. 	<p>Items for Information and Discussion</p> <p>A. Field Trip Report</p>
11.	<p>Discussion and Possible Action</p> <p>A. Discussion of Superintendent's request for approval</p>	<p>Discussion and Possible Action</p> <p>A. Discussion of Superintendent's</p>

	<p>of employment contract's carryover provision. Executive session anticipated. The Board may take action when it returns to public session.</p> <p>Mr. O'Brien moved that the Board enter into executive session to discuss the Superintendent's request for approval of her employment contract's carryover provision and invite into the session Superintendent Alisha DiCorpo, seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p> <p>The Board entered executive session at 9:06 p.m.</p> <p>The Board returned to public session at 9:14 p.m.</p> <p>Mrs. Rella moved that the Board approve the Superintendent's request regarding her employment contract's carryover provision, seconded by Mr. Hansell.</p> <p>The motion passed unanimously.</p>	<p>request for approval of employment contract's carryover provision. Executive session anticipated. The Board may take action when it returns to public session.</p> <p>Motion made and passed unanimously that the Board enter into executive session to discuss the Superintendent's request for approval of her employment contract's carryover provision and invite into the session Superintendent Alisha DiCorpo.</p> <p>Motion made and passed unanimously that the Board approve the Superintendent's request regarding her employment contract's carryover provision.</p>
12.	<p>Adjourn</p> <p>Mr. O'Brien moved to adjourn the meeting at 9:15 p.m., seconded by Mrs. Rella.</p> <p>The motion passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 9:15 p.m.</p>

Respectfully submitted:



Olga I. Rella, Secretary
New Milford Board of Education

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
New Milford, Connecticut

May 17, 2022

****As of May 16, 2022**

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

- 1. **Ms. Barbara Nanassy**, Assistant Principal, Schaghticoke Middle School effective June 30, 2022.

Took teaching position elsewhere

2. CERTIFIED STAFF

b. NON-RENEWALS

- 1. None**

3. CERTIFIED STAFF

c. APPOINTMENTS

- 1. None**

4. MISCELLANEOUS STAFF

a. RESIGNATIONS

- 1. None**

5. MISCELLANEOUS STAFF

b. APPOINTMENTS

- 1. None**

6. NON-CERTIFIED STAFF AND LICENSED STAFF

a. RESIGNATIONS

- 1. Mrs. Theresa Allen**, Administrative Secretary to the Director of Food and Nutrition Services effective April 25, 2022.

Declined job offer

7. NON-CERTIFIED AND LICENSED STAFF

b. APPOINTMENTS

- 1. None**

8. ADULT EDUCATION STAFF

a. RESIGNATIONS

- 1. None**

9. ADULT EDUCATION STAFF

b. APPOINTMENTS

- 1. None**

10. BAND STAFF

a. RESIGNATIONS

1. None

11. BAND STAFF

b. APPOINTMENTS

1. None

12. COACHING STAFF

a. RESIGNATIONS

1. None

13. COACHING STAFF

b. APPOINTMENTS

1. None

14. LEAVES OF ABSENCE

1. None



RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	30,341,363	75,500	30,416,863	22,316,095	7,262,725	838,042	97.24%
100'S	SALARIES - NON CERTIFIED	9,589,390	-14,860	9,574,530	7,286,350	1,411,579	876,600	90.84%
200'S	BENEFITS	10,810,557	8,500	10,819,057	9,506,190	1,015,819	297,048	97.25%
300'S	PROFESSIONAL SERVICES	3,948,255	-84,300	3,863,955	3,083,360	607,946	172,649	95.53%
400'S	PROPERTY SERVICES	925,069	16,160	941,229	631,219	204,670	105,340	88.81%
500'S	OTHER SERVICES	9,082,593	-3,000	9,079,593	6,916,954	1,277,790	884,849	90.25%
600'S	SUPPLIES	2,588,172	2,000	2,590,172	1,588,233	732,128	269,810	89.58%
700'S	CAPITAL	14,404	0	14,404	2,707	711	10,986	23.73%
800'S	DUES AND FEES	95,928	0	95,928	75,615	2,888	17,425	81.84%
900'S	REVENUE	-1,549,707	0	-1,549,707	-1,085,682	0	-464,025	70.06%
GRAND TOTAL		65,846,024	0	65,846,024	50,321,041	12,516,258	3,008,725	95.43%

SALARIES - NON CERTIFIED BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	518,875	0	518,875	317,451	97,940	103,484	80.06%
51201	SALARIES - NON CERT - PARA EDUCATORS	2,099,881	0	2,099,881	1,537,276	375,059	187,546	91.07%
51202	SALARIES - NON CERT - SUBSTITUTES	925,202	0	925,202	780,218	7,650	137,334	85.16%
51210	SALARIES - NON CERT - SECRETARY	1,919,636	0	1,919,636	1,600,633	239,265	79,738	95.85%
51225	SALARIES - NON CERT - TUTORS	275,695	0	275,695	73,530	0	202,165	26.67%
51240	SALARIES - NON CERT - CUSTODIAL	1,939,639	0	1,939,639	1,551,027	316,150	72,461	96.26%
51250	SALARIES - NON CERT - MAINTENANCE	936,257	-14,860	921,397	697,210	130,316	93,871	89.81%
51285	SALARIES - NON CERT - TECHNOLOGY	493,540	0	493,540	334,794	158,746	0	100.00%
51336	SALARIES - NON CERT - NURSES	480,665	0	480,665	394,212	86,453	0	100.00%
TOTAL		9,589,390	-14,860	9,574,530	7,286,350	1,411,579	876,600	90.84%

BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	618,237	0	618,237	441,462	0	176,775	71.41%
52201	BENEFITS - MEDICARE	528,854	0	528,854	413,581	0	115,273	78.20%
52300	BENEFITS - PENSION	918,524	0	918,524	918,524	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	33,000	0	33,000	31,578	1,422	0	100.00%
52810	BENEFITS - HEALTH INSURANCE	8,050,300	8,500	8,058,800	7,129,399	929,401	0	100.00%
52820	BENEFITS - DISABILITY INSURANCE	125,000	0	125,000	85,514	39,486	0	100.00%
52830	BENEFITS - LIFE INSURANCE	126,000	0	126,000	88,009	32,991	5,000	96.03%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	410,642	0	410,642	398,124	12,518	0	100.00%
TOTAL		10,810,557	8,500	10,819,057	9,506,190	1,015,819	297,048	97.25%

*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	30,341,363	75,500	30,416,863	22,316,095	7,262,725	838,042	97.24%
51200	NON-CERTIFIED SALARIES	9,589,390	-14,860	9,574,530	7,286,350	1,411,579	876,600	90.84%
52000	BENEFITS	10,810,557	8,500	10,819,057	9,506,190	1,015,819	297,048	97.25%
53010	LEGAL SERVICES	224,553	0	224,553	298,700	0	-74,147	133.02%
53050	CURRICULUM DEVELOPMENT	75,000	0	75,000	62,042	5,085	7,873	89.50%
53200	PROFESSIONAL SERVICES	2,201,248	-84,700	2,116,548	1,662,520	415,736	38,293	98.19%
53201	MEDICAL SERVICES - SPORTS	30,500	0	30,500	19,130	0	11,370	62.72%
53210	TIME & ATTENDANCE SOFTWARE	11,800	0	11,800	10,394	208	1,198	89.85%
53220	IN SERVICE	117,150	0	117,150	68,224	2,330	46,595	60.23%
53230	PUPIL SERVICES	622,224	0	622,224	402,395	152,571	67,258	89.19%
53300	OTHER PROF/ TECH SERVICES	59,800	400	60,200	26,082	3,815	30,303	49.66%
53310	AUDIT/ACCOUNTING	40,500	0	40,500	40,500	0	0	100.00%
53500	TECHNICAL SERVICES	233,708	0	233,708	188,715	6,092	38,902	83.35%
53530	SECURITY SERVICES	218,672	0	218,672	196,563	22,109	0	100.00%
53540	SPORTS OFFICIALS SERVICES	113,100	0	113,100	108,095	0	5,005	95.57%
54101	CONTRACTUAL TRASH PICK UP	96,748	0	96,748	70,960	20,546	5,242	94.58%
54301	REPAIRS & MAINTENANCE	475,487	14,860	490,347	304,051	135,512	50,783	89.64%
54302	FIRE / SECURITY MAINTENANCE	2,500	0	2,500	1,494	0	1,006	59.77%
54303	GROUPS MAINTENANCE	12,700	0	12,700	6,640	1,625	4,435	65.08%
54310	GENERAL REPAIRS	43,970	0	43,970	6,659	7,853	29,458	33.00%
54320	TECHNOLOGY RELATED REPAIRS	29,847	0	29,847	16,913	915	12,019	59.73%
54411	WATER	68,195	0	68,195	42,722	25,473	0	100.00%
54412	SEWER	15,559	0	15,559	13,162	0	2,397	84.60%
54420	LEASE/RENTAL EQUIP/VEH	180,063	1,300	181,363	168,616	12,747	0	100.00%
55100	PUPIL TRANSPORTATION - OTHER	116,250	0	116,250	113,914	2,336	0	100.00%
55101	PUPIL TRANS - FIELD TRIP	22,750	0	22,750	7,970	1,300	13,480	40.75%
55110	STUDENT TRANSPORTATION	4,996,291	0	4,996,291	4,285,376	508,081	202,834	95.94%
55200	GENERAL INSURANCE	296,763	0	296,763	296,763	0	0	100.00%
55300	COMMUNICATIONS	50,240	0	50,240	40,380	9,860	0	100.00%
55301	POSTAGE	32,750	0	32,750	14,523	18,227	0	100.00%
55302	TELEPHONE	80,069	0	80,069	73,082	6,987	0	100.00%

*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	8,000	0	8,000	1,771	0	6,229	22.13%
55505	PRINTING	33,010	-3,000	30,010	13,490	3,137	13,383	55.40%
55600	TUITION - TRAINING	35,000	0	35,000	0	7,104	27,896	20.30%
55610	TUITION - PUBLIC PLACEMENTS	1,002,397	0	1,002,397	619,524	51,400	331,474	66.93%
55630	TUITION - PRIVATE PLACEMENTS	2,362,209	0	2,362,209	1,437,460	668,724	256,025	89.16%
55800	TRAVEL	46,864	0	46,864	12,702	634	33,528	28.46%
56100	GENERAL INSTRUCTIONAL SUPPLIES	167,207	1,300	168,507	99,819	21,151	47,537	71.79%
56110	INSTRUCTIONAL SUPPLIES	430,051	700	430,751	282,390	36,640	111,721	74.06%
56120	ADMIN SUPPLIES	32,678	0	32,678	18,925	2,611	11,142	65.90%
56210	NATURAL GAS	188,000	0	188,000	130,215	57,785	0	100.00%
56220	ELECTRICITY	990,569	0	990,569	644,470	346,099	0	100.00%
56230	PROPANE	3,900	0	3,900	1,260	2,640	0	100.00%
56240	OIL	211,068	0	211,068	148,722	62,346	0	100.00%
56260	GASOLINE	27,186	0	27,186	5,388	21,798	0	100.00%
56290	FACILITIES SUPPLIES	317,042	0	317,042	142,756	130,849	43,437	86.30%
56291	MAINTENANCE COMPONENTS	16,475	0	16,475	8,331	3,465	4,679	71.60%
56292	UNIFORMS/ CONTRACTUAL	13,100	0	13,100	9,090	3,500	510	96.11%
56293	GROUNDKEEPING SUPPLIES	22,585	0	22,585	8,072	6,428	8,085	64.20%
56410	TEXTBOOKS	26,127	0	26,127	8,431	7,076	10,620	59.35%
56411	CONSUMABLE TEXTS	32,455	0	32,455	21,430	7,564	3,461	89.33%
56420	LIBRARY BOOKS	51,928	0	51,928	20,919	16,220	14,789	71.52%
56430	PERIODICALS	16,162	0	16,162	9,471	4,330	2,361	85.39%
56460	WORKBOOKS	2,535	0	2,535	743	1,457	336	86.76%
56500	SUPPLIES - TECH RELATED	39,104	0	39,104	27,802	170	11,132	71.53%
57345	INSTRUCTIONAL EQUIPMENT	4,500	0	4,500	0	0	4,500	0.00%
57400	GENERAL EQUIPMENT	6,127	0	6,127	641	0	5,486	10.46%
57500	FURNITURE & FIXTURES	3,777	0	3,777	2,066	711	1,000	73.52%
58100	DUES & FEES	95,928	0	95,928	75,615	2,888	17,425	81.84%
EXPENDITURE TOTAL		67,395,731	0	67,395,731	51,406,723	12,516,258	3,472,750	94.85%



REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-1,089,825	0	-1,089,825	-846,923	0	-242,902	77.71%
43105	MEDICAID REIMBURSEMENT	-60,507	0	-60,507	-16,375	0	-44,132	27.06%
44105	FOI & FINGERPRINTING FEES	-1,900	0	-1,900	0	0	-1,900	0.00%
44705	BUILDING USE FEES (BASE RENTAL)	-55,000	0	-55,000	-12,914	0	-42,086	23.48%
49102	BUILDING USE FEES (CUSTODIAL)	-27,951	0	-27,951	-15,526	0	-12,425	55.55%
44800	REGULAR ED TUITION	-114,400	0	-114,400	-50,000	0	-64,400	43.71%
44822	SPECIAL ED TUITION	-29,900	0	-29,900	0	0	-29,900	0.00%
49103	DCF TUITION	-85,000	0	-85,000	-63,944	0	-21,057	75.23%
44860	ADMISSIONS/ATHLETIC GATE RECEIPTS	-25,400	0	-25,400	-26,000	0	600	102.36%
44861	PARKING PERMIT FEES	-59,824	0	-59,824	-54,000	0	-5,824	90.26%
REVENUE TOTAL		-1,549,707	0	-1,549,707	-1,085,682	0	-464,025	70.06%

GRAND TOTAL	65,846,024	0	65,846,024	50,321,041	12,516,258	3,008,725	95.43%
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<u>BOE Capital Reserve Acct #43020000-10101</u>	
MUNIS Balance as of 4/30/22	3,039,825
Contribution Towards NMHS Roof Replacement	-450,000
Projected Total	2,589,825

<u>Turf Field Replacement Acct #43020000-10130</u>	
CONTRIBUTION - FROM BOE 17.18 FYE BALANCE	50,000
CONTRIBUTION - FROM BOE 18.19 FYE BALANCE	50,000
CONTRIBUTION - FROM BOE COLLECTED TEAM FEE'S & BANNER SALES	10,225
CONTRIBUTION - FROM TOWN DATED 6/4/20	50,000
CONTRIBUTION - FROM TOWN DATED 6/16/21	50,000
CONTRIBUTION - FROM BOE COLLECTED TEAM FEE'S 6/23/21	3,765
CONTRIBUTION - FROM BOE COLLECTED TEAM FEE'S 9/29/21	1,890
CONTRIBUTION - FROM BOE 20.21 FYE BALANCE	100,000
Total as of 4/30/22	315,880



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 Code
GENERAL	DOI	IMAGINE LEARNING, LLC	DIGITAL LIBRARIES GRADES 6-12 - GEN. ED. COMPREHENSIVE	\$ 22,541.87	53050
GRANT	SPED	IMAGINE LEARNING, LLC	DIGITAL LIBRARIES GRADES 9-12 - SPECIAL ED. CREDIT RECOVERY	\$ 20,000.00	53200
GENERAL	NMHS	COACH TOURS, LTD	BUSES FOR NMHS SPRING ATHLETICS	\$ 15,499.00	55100
GENERAL	NMHS	CANTERBURY SCHOOL	ICE RINK RENTAL FEE	\$ 15,285.00	54420
GENERAL	NMHS	CANTERBURY SCHOOL	FALL & WINTER POOL RENTAL FEE	\$ 14,600.00	54420
GENERAL	TECHNOLOGY	SEVERIN INTERMEDIATE HOLDINGS	POWERSCHOOL ECOLLECT: LICENSE/SUBSCRIPTION, SERVICE, TRAINING	\$ 7,405.50	53200
GENERAL	NES	BENCHMARK EDUCATION	ELA DECODABLES READERS FOR NORTHVILLE	\$ 6,126.00	56420
GENERAL	DISTRICT	KAINEN ESCALERA AND MCHALE	EXPULSION CONSULTATION SERVICES	\$ 5,670.00	53010

GRANT EXPENDITURES ARE PRESENTED IN BOLD AND ITALICIZED FONT IN THE ABOVE LISTING



BUDGET TRANSFER REQUESTS

AGENDA ITEM 3B-3
MAY 2022 MEETING

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

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

New Milford PTO
Parent Teacher Organization
PO Box 1343
New Milford, CT 06776

April 26, 2022

Ms. Alisha DiCorpo
Superintendent
50 East Street
New Milford, CT 06776

Dear Ms. DiCorpo:

The New Milford PTO is pleased to present the following gifts to the Board of Education for approval. Please arrange for these gifts to be placed on the agenda at the next Board of Education meeting.

Hill and Plain Elementary School

\$1,700.00 for field day t-shirts for the students and staff

\$975.00 for Bubblemania assemblies for kindergarten and first grade

Northville Elementary School

\$1,500.00 for recess equipment - each class will receive a mesh bag to bring out to recess containing balls, jump ropes, etc.

\$1,900.00 for two assemblies presented by the Frogtown Mountain Puppeteers for the first and second graders.

Sarah Noble Intermediate School:

\$1,215.00 for two assemblies of Sleeping Beauty by the Tanglewood Marionettes for the third grade classes.

\$8,485.00 for a school wide enrichment activity in collaboration with the Eli Whitney Museum and Workshop. Students will learn about and build a Camera Obscura.

\$1,200.00 for 4 presentations of "Research, Rewriting, and Rewards" to the 4th graders by the author Dana Meachum Rau.

\$1,000.00 for 2 virtual sessions with the author Dan Gutman for the 3rd graders.

Schaghticke Middle School

Up to \$6,692.80 for the 7th grade field trip to Lake Quassy - the pto will pay \$20 per 7th grade student and will cover the full cost of up to 15-20 hardship cases. The additional \$10 per student is due to funds being sent up from the SNISPTO due to COVID.

Up to \$4,106.00 for the 8th grade field trip to Lake Compounce - the pto will pay \$10 per 8th grade student and will cover the full cost of up to 15-20 hardship cases.

\$17,975.00 Grand Total and additional estimated \$10,798.80 for the 7th and 8th grade field trips.

Sincerely,
Nannette Pelletier
NMPTO President



NEW MILFORD PUBLIC SCHOOLS
Office of the Assistant Superintendent
50 East Street
New Milford, Connecticut 06776
(860) 354-3235 FAX (860) 210-2643

TO: Alisha DiCorpo
FROM: Holly Hollander and Christy Martin
DATE: May 4, 2022
RE: Adult Education PEP (Program Enhancement Projects) Grant

This grant is year 2 of a competitive grant created in response to the Workforce Innovation and Opportunity Act (*WIOA*) of 2014, Title II, *Adult Education and Family Literacy Act (AEFLA)*, Public Law 113-128 (hereinafter referred to as the "Act"). It replaces a series of grants obtained by New Milford in past years.

The overarching goal of WIOA and the Act is to:

- increase accessibility to adult education programs and services for learners most in need;
- create a seamless transition to post-secondary education and training through the development of career pathways;
- foster strong, literate families in an effort to reduce the current student achievement gap;
- build an educated and competitive Connecticut workforce.

The funds are awarded to agencies that have demonstrated effectiveness in providing adult education and literacy activities to individuals who:

- have attained 17 years of age;
- are not enrolled or required to be enrolled in secondary school under Connecticut state law;
- are basic skills deficient;
- do not have a secondary school diploma or its recognized equivalent, and have not achieved an equivalent level of education; or
- are English language learners (ELL).

These funds are to be used to enhance what local funding provides, not replace it.

This year we are again requesting \$40,000 for workforce skills development for students enrolled in the High School Completion program.

We are also continuing our collaboration with 4 other Adult Education programs to obtain \$9,952 towards ESL instruction and share CNA and Food Service material, training and certification testing through EdAdvance.

NEW MILFORD PUBLIC SCHOOLS
Office for Student Affairs
25 Sunny Valley Road
NEW MILFORD, CONNECTICUT 06776
(860) 354-2654 FAX (860) 210-2682



Laura M. Olson
Director of Special Services and Pupil Personnel

TO: Alisha DiCorpo, Superintendent
FROM: Laura M. Olson
DATE: May 3, 2022
RE: IDEA Grant

Attached you will find the Budget Narrative and State Budget pages for the IDEA, Part B, Section 611 and Section 619 grants. These are entitlement grants, not competitive grants, and funds must be spent on activities that support district goals for special education students. IDEA-611 is for students 3-22 years old and IDEA-619 is solely for activities supporting children 3-5 years old. The major expenditures for each of these grants are on staffing. The budget narrative pages explain the full-time equivalents and the actual expenditure line for each category. The IDEA-611 grant is \$920,072 and IDEA-619 grant is \$33,878.

Goals:

1. Increase opportunities for students with disabilities (SWDs) for meaningful participation with their non-disabled peers.
2. To increase parent partnerships with school staff and outside agencies in order to develop shared person-centered plans for adulthood and workshops for parents throughout the school year.
3. To increase technology access for SWDs in order to access general and special education curriculum.
4. To provide appropriate research-based instruction for students with dyslexia, language based reading and writing disorders, and specific learning disabilities.
5. To provide opportunities and support for students in the 18-22 year old transition program.
6. To provide students, staff and families with strategies, resources and interventions for behaviorally dysregulated SWDs.
7. Provide SWDs (ages 3-5) a fully inclusive preschool experience.
8. To support and enhance special education services (ages 3-5) by addressing state guidelines (ELDS), curriculum and best practice.

New Milford School District (096-000) Public School District - FY 2023 - IDEA - Rev 0 - IDEA Part B Information



Not Applicable (for districts with no 611 Allocation)

Public Goals, Related Activities and Equitable Access to IDEA, Part B Grants (for use with Function Code 01 in the 611 budget)

District Goal (Please number each goal starting with 1)	School district planned special education activities	Describe the steps to ensure equitable access to, and participation in, the applicant's federally assisted program for students, teachers and program beneficiaries with special needs.
* 1. Increase opportunities for students with disabilities meaningful participation with their non-disabled peers.	* Promote collaboration between general and special education staff. Provide meaningful professional development opportunities for staff and parents. Provide OT services to SWD's, prek up to age 22.	* Provide initial co teaching training for staff new to the co teaching model. Provide ongoing co teaching support through teacher feedback, collaboration, and observation. Provide release time for staff so that they can plan meaningful co taught lessons: long range and short term unit development.
* 2. To increase parent partnerships with school staff and outside agencies in order to develop shared person-centered plans for adulthood.	* Promote parent training on topics of need/interest. Promote Person-Centered Planning" sessions for families, grades 9-12.	* Continue to promote "Parents As Partners" sponsored by the New Milford Public Schools. Plan, advertise, and coordinate three to four workshops for the school year. Plan and coordinate "Person Centered Planning" sessions for students, staff and families. Provide staff training on how to facilitate the Person Centered Planning workshops.

* 3. To increase access or SWD's access to technology in order to access general and special education curriculum.	* Support the students, families, and staff with a contracted Assistive Technology consultant (AT).	* Provide students with AAC and personal devices in order to facilitate communication for SWD's. Provide students and families with ongoing training in order to utilize his/her AAC and personal devices. Provide teaching staff with training so that they can assist students and support staff and families with the needed skills to work with students effectively.
* 4. To provide appropriate research-based instruction for students with dyslexia, language based reading and writing disorders, and specific learning disabilities.	* Provide ongoing professional development for staff in the area of multisensory reading, dysgraphia, dyscalculia, and executive functioning disorders.	* Provide a Wilson Reading Program and Foundations Reading Program consultant: ongoing, year-long support, modeling and consultation at the K-2 and 3-5 schools. Provide training for Language Live! training and/or support at the gr. 6-12 schools. Promote and support staff who are being trained as "Certified Wilson Teachers" grades 3-8.
* 5. To provide opportunities and support for students in the 18-22 year old transition program.	* SWDs will participate in community outings and related activities in order to improve their social independence, vocational skills, and self-determination. Provide a Transition Coordinator for grades 6-12+ in order to promote and educate staff, students and families.	* Provide a Transition Coordinator for grades 6-12+ in order to promote and educate staff, students and families by providing BRS and DDS coordination. Provide transportation for students to work at job sites throughout the region/nearby towns by providing two leased vehicles. Provide "Person Centered Planning" activities. Attend PPTs for students requiring transition services post 18 years of age.

* 6. To provide students, staff and families with strategies, resources and interventions for behaviorally dysregulated SWDs.	* SWDs will receive behavioral interventions through a variety of services provided by BCBA and RBT (Board Certified Behavior Analyst and Registered Behavior Technician).	* Provide BCBA services to develop Functional Behavioral Analysis, Behavior Intervention Plans and set up data collection documents for staff. Provide paraeducators and contracted employees with ongoing training and support to manage and improve dysregulated behaviors.
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  **Not Applicable (for districts with no private schools)**

Private School Goals, Related Activities and Equitable Access to IDEA, Part B Grants (for use with Function Code 02 in the 611 budget)

Private Schools Goal (Please number each goal starting with 1)	Private schools planned special education activities	Describe the steps to ensure equitable access to, and participation in, the applicant's federally assisted program for students, teachers and program beneficiaries with special needs.
*	*	*

  **Not Applicable (for districts not using CEIS/CCEIS)**

CEIS/CCEIS Goals, Related Activities and Equitable Access to IDEA, Part B Grants (for use with Function Code 03 in the 611 budget)

CEIS/CCEIS Goal (Please number each goal starting with 1)	CCEIS/CEIS planned special education activities	Describe the steps to ensure equitable access to, and participation in, the applicant's federally assisted program for students, teachers and program beneficiaries with special needs.

*

*

Budget

New Milford School District (096-000) Public School District - FY 2023 - IDEA - Rev 0 - IDEA 611

Object	Total
111A - Non-Instructional Salaries	\$80,082.55
111B - Instructional Salaries	\$749,728.79
200 - Personal Services - Employee Benefits	\$0.00
321 - Tutors (Instructional, Non-Payroll)	\$0.00
322 - In Service	\$38,776.66
323 - Pupil Services (Non-Payroll)	\$9,984.00
324 - Field Trips	\$0.00
325 - Parent Activities	\$1,000.00
330 - Employee Training (Non-Direct Services)	\$0.00
340 - Other Professional Services	\$0.00
341 - Audit	\$0.00
350 - Technical Services	\$0.00
440 - Rentals	\$16,000.00
450 - Construction Services	\$0.00
510 - Student Transportation Services	\$0.00
530 - Communications	\$0.00
560 - Tuition	\$0.00
580 - Travel	\$0.00

600 - Supplies - Technology/Instructional	\$24,500.00
730 - Equipment	\$0.00
734 - Technology Related Hardware	\$0.00
735 - Technology Software	\$0.00
917 - Indirect Costs	\$0.00
Total	\$920,072.00
Allocation	\$920,072.00
Remaining	\$0.00

New Milford School District (096-000) Public School District - FY 2023 - IDEA - Rev 0 - IDEA Part B Information

☐ ☐ **Not Applicable (for districts with no 619 Allocation)**

☒ *** I understand that the following goals and activities delineated by line items in the 619 budget are connected with 3-5 year olds**

Public Goals, Related Activities and Equitable Access to IDEA, Part B Grants (for use with Function Code 01 in the 619 budget)

District Goal (Please number each goal starting with 1)	School district planned special education activities	Describe the steps to ensure equitable access to, and participation in, the applicant's federally assisted program for students, teachers and program beneficiaries with special needs.
* 1. Provide SWDs (ages 3-5) a fully inclusive preschool experience.	* Provide occupational therapy (OT) services for SWD's.	* Provide occupational therapy (OT) services for SWDs.
* 2. To support and enhance special education services (ages 3-5) by addressing state guidelines (ELDS), curriculum and best practice.	* Provide one (1.0 FTE) special education tutor to support students in the preschool classroom.	* Provide a preschool special education tutor to support classrooms and individual student needs. Provide release time for preschool staff to meet and collaborate. Provide parents of preschoolers professional learning and support. Provide substitute coverage for preschool staff so that they can participate in training, planning, and professional development.

  **Not Applicable (for districts with no private schools)**

Private School Goals, Related Activities and Equitable Access to IDEA, Part B Grants (for use with Function Code 02 in the 619 budget)

Private Schools Goal (Please number each goal starting with 1)	Private schools planned special education activities	Describe the steps to ensure equitable access to, and participation in, the applicant's federally assisted program for students, teachers and program beneficiaries with special needs.
*	*	*

  **Not Applicable (for districts not using CEIS/CCEIS)**

CEIS/CCEIS Goals, Related Activities and Equitable Access to IDEA, Part B Grants (for use with Function Code 03 in the 619 budget)

CEIS/CCEIS Goal (Please number each goal starting with 1)	CCEIS/CEIS planned special education activities	Describe the steps to ensure equitable access to, and participation in, the applicant's federally assisted program for students, teachers and program beneficiaries with special needs.
	*	*

Budget Overview

New Milford School District (096-000) Public School District - FY 2023 - IDEA - Rev 0 - IDEA 619

Filter by Location: All - \$33,878.00 ▼

Purpose		01 - Public School Activities	Total
Object			
111B - Instructional Salaries		20,272.00	20,272.00
322 - In Service		2,175.00	2,175.00
323 - Pupil Services (Non-Payroll)		9,000.00	9,000.00
325 - Parent Activities		931.00	931.00
600 - Supplies - Technology/Instructional		1,500.00	1,500.00
Total		33,878.00	33,878.00
		Allocation	33,878.00
		Remaining	0.00



Office of Fiscal Services & Operations
50 East Street
New Milford, Connecticut 06776

3E-1
Operations Sub-Committee
May 2022

TO: Ms. Alisha DiCorpo, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: May 3, 2022
RE: Septic & Grease Trap Service and Cleaning Bid

The bid packet for **Septic & Grease Trap Cleaning & Service** was posted on our website and also ran as a legal notice in the newspaper with a bid close of April 20, 2022.

On that date, one (1) vendor submitted a bid for this service:

- Bidder #1 – NEW MILFORD SEPTIC \$15,465.00

We are recommending to the Board that they award this bid to New Milford Septic for services in 22/23. New Milford Septic is a well-established vendor with a proven track record of quality work, responsiveness as well as excellent customer service. This vendor has provided this service for the district over the past 7 years.

This item will appear on the first Purchase Resolution of the 2022/2023 fiscal year in July 2022, in order to generate a purchase order to the vendor.

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



Office of Fiscal Services & Operations
50 East Street
New Milford, Connecticut 06776

3E-2
Operations Sub-Committee
May 2022

TO: Ms. Alisha DiCorpo, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: May 3, 2022
RE: Boiler Cleaning & Service Bid

The bid packet for the **Boiler Cleaning & Service** was posted on our website and also ran as a legal notice in the newspaper with a bid close of April 20, 2022.

On that date, one (1) vendor submitted bids for this service:

- Bidder #1 – PENN MARR BOILER CLEANING \$19,240.00

We are recommending to the Board that they award this bid to Penn Marr Boiler Cleaning for services in 22/23. Penn Marr Boiler Cleaning is a well-established vendor with a proven track record of quality work, responsiveness as well as excellent customer service. This vendor has provided this service for the district over the past 6+ years.

This item will appear on the first Purchase Resolution of the 2022/2023 fiscal year in July 2022, in order to generate a purchase order to the vendor.

Please note that due to the ongoing energy saving project, a couple schools will be getting new boilers. We will be contacting Penn Marr to let them know as these get replaced during the 22/23 fiscal year as this may change the service intervals and ultimately the final billing amount for these services.

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

NEW MILFORD PUBLIC SCHOOLS
Office for Student Affairs
25 Sunny Valley Road
NEW MILFORD, CONNECTICUT 06776
(860) 354-2654 FAX (860) 210-2682
MEMORANDUM

To: Alisha DiCorpo
From: Laura Olson
Date: 5/10/22
RE: Occupational Therapy and Physical Therapy Bid Awards

Ms. DiCorpo,

OT and PT bids were opened by Mrs. Linda Morse, Special Education Secretary, and Mrs. Laura Olson, Pupil Personnel Director, at 2:15 pm on Thursday, May 5, 2022. Proposals were sent to the New Milford Public School District by eight potential contractors who provided bids for the 2022-23, 2023-24, and 2024-25 school years.

The bids were reviewed in detail. Listed below is a compilation of the bids we received along with the dollar amounts for both a van aide and no aide costs for three consecutive school years. The recommended bids for these services are highlighted below.

	2022-2023				2023-2024				2024-2025		
COMPANY NAME	OT per hr	PT per hr	COTA per hr		OT per hr	PT per hr	COTA per hr		OT per hr	PT per hr	COTA per hr
Debbie Myhill, PT	N/A	\$ 65.00	N/A		N/A	\$ 65.00	N/A		N/A	\$ 65.00	N/A
Integrated Pediatrics	\$ 70.00	\$ 70.00	\$ 60.00		\$ 70.00	\$ 70.00	\$ 65.00		\$ 70.00	\$ 70.00	\$ 65.00
Access Rehab Cener	\$101.26	\$101.26	\$ 89.10		\$104.88	\$104.88	\$ 92.28		\$108.63	\$108.63	\$ 95.58
The Stepping Stones Grp	\$68 - \$72	\$70 - \$74	\$ 59.00		\$68 - \$72	\$70 - \$74	\$ 59.00		\$68 - \$72	\$70 - \$74	\$ 59.00
Soliant	\$75 - \$80	\$75 - \$80	\$68 - \$73		\$78 - \$84	\$86 - \$91	\$71 - \$76		\$81 - \$86	\$89 - \$94	\$74 - \$79
Constellation Health Serv	\$ 69.50	\$ 69.70	\$ 59.50		\$ 71.58	\$ 71.58	\$ 61.28		\$ 73.72	\$ 73.72	\$ 63.11
AMN Allied Services	\$72 - \$77	N/A	\$62 - \$67		\$74 - \$79	N/A	\$64 - \$69		\$76 - \$81	N/A	\$66 - \$71
CompHealth Med Staff	\$75 - \$80	\$75 - \$80	\$65 - \$70		\$76 - \$81	\$76 - \$81	\$66 - \$71		\$77 - \$82	\$77 - \$82	\$67 - \$72


cc:Giovannone, A.
Silverman, P.



**STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION**



TO: Sponsors of the National School Lunch Program

FROM: John D. Frassinelli, Division Director 
School Health, Nutrition, Family Services and Adult Education

DATE: February 15, 2022

SUBJECT: Operational Memorandum No. 05-22
Requirements for Submitting the Healthy Food Certification (HFC) Statement for School Year 2022-23

The Healthy Food Certification (HFC) statute ([C.G.S. Section 10-215f](#)) requires that **each** local board of education or governing authority (BOE) for public schools¹ participating in the National School Lunch Program (NSLP) **each year must certify** whether all food items sold to students (separately from reimbursable meals) **will or will not** meet the [Connecticut Nutrition Standards](#) (CNS). This memo provides the **required BOE motion language** and instructions for the HFC application process for school year (SY) 2022-23.

HFC Eligibility Requirements for BOEs opting to implement HFC

The BOE must complete a vote on the required motion language in this memo by **July 1, 2022**, or the BOE will not be eligible for HFC during SY 2022-23 (July 1, 2022, through June 30, 2023). Each BOE must choose one of the two options below to satisfy this requirement and be eligible for HFC.

- **Option 1:** Using the **exact language** included in this memo, the BOE conducts three votes: 1) whether the district will **participate** in the healthy food option; 2) whether the district will allow **food exemptions**; and 3) whether the district will allow **beverage exemptions**.
- **Option 2:** Using the **exact language** included in this memo, the BOE conducts two votes: 1) whether the district will **participate** in the healthy food option; and 2) whether the district will allow **food and beverage exemptions**.

Required healthy food option vote for all BOEs

The BOE must vote “yes” or “no” for implementing the healthy food option of C.G.S. Section 10-215f. The motion and board-approved meeting minutes ***must include the exact language below***.

Motion language for healthy food option: Pursuant to C.G.S. Section 10-215f, the board of education or governing authority certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2022, through June 30, 2023. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school

¹ Public schools include all public schools, regional educational service centers, the Connecticut Technical Education and Career System (CTECS), charter schools, interdistrict magnet schools, and endowed academies.

cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.

Required vote for food exemptions for BOEs opting to implement HFC

If the BOE votes “yes” for implementing the healthy food option, the board-approved meeting minutes and motion must reflect a “yes” or “no” vote on the ***exact language below***.

Motion language for food exemptions: The board of education or governing authority will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food sales.

Note: If the BOE votes “no” for the healthy food option, a vote on whether to allow food exemptions is **not** required.

Optional vote for beverage exemptions for all BOEs

The state beverage requirements ([C.G.S. Section 10-221q](#)) apply to all public schools, regardless of whether the district participates in the NSLP or certifies for the healthy food option of HFC. If the BOE does not have a beverage exemption in place, the BOE’s schools can **never** sell noncompliant beverages to students. **If the BOE chooses to allow beverage exemptions**, the motion and board-approved meeting minutes ***must include the exact language below***:

Motion language for beverage exemptions: The board of education or governing authority will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the beverage sales.

Option to combine food and beverage exemptions

Instead of two separate food and beverage motions, the district may choose to combine food and beverage exemptions into one motion by using the exact language below:

Motion language for combined food and beverage exemptions: The board of education or governing authority will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with

an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food and beverage sales.

HFC Application Process for SY 2022-23

All public school sponsors of the NSLP applying for HFC for SY 2022-23 must complete the three steps below to meet the HFC application deadline of **July 1, 2022**.

1. Schedule the two required votes (healthy food option and food exemptions) at a BOE meeting **before June 30, 2022**. If the district chooses to allow beverage exemptions, the CSDE recommends that the BOE conduct the vote on beverage exemptions at the **same time** as the HFC votes.
2. Maintain a copy of the board-approved meeting minutes indicating the results of the HFC votes. Do not submit these minutes until requested (see step 3).
3. **May 2022:** Complete the online HFC application module in the CSDE’s Connecticut Online Application and Claiming System for Child Nutrition Programs (CNP System). Upload the board-approved meeting minutes indicating the results of the HFC votes for the healthy food option and food exemptions (and the vote for beverage exemptions, if applicable). **Note:** The CSDE will notify sponsors when the HFC application module and instructions are available. Do **not** access the CNP System prior to receiving this notification.

For additional guidance on the HFC application process, review the CSDE’s presentation, [Application Procedures for HFC](#), and visit the “[Apply](#)” section of the CSDE’s HFC webpage.

Refer to Appendix A for a list of resources with the requirements that schools must follow to ensure HFC compliance. For questions or additional information, please contact Susan Fiore at 860-807-2075 or susan.fiore@ct.gov or Teri Dandeneau at 860-807-2079 or teri.dandeneau@ct.gov.

JDF:sff

Important: This is a numbered Connecticut State Department of Education (CSDE) operational memorandum that contains important program information. Please read carefully and retain for future reference. All CSDE operational memoranda are posted on the CSDE’s [Operational Memoranda for School Nutrition Programs](#) webpage.

Appendix A

This appendix accompanies the Connecticut State Department of Education's (CSDE) [Operational Memorandum No. 05-22: Requirements for Submitting the Healthy Food Certification \(HFC\) Statement for School Year 2022-23](#). It includes CSDE resources and websites that provide guidance on meeting the federal and state requirements for foods and beverages in HFC public schools. For a comprehensive list of resources, refer to the CSDE's document, [Resources for Meeting the Federal and State Requirements for Competitive Foods in Schools](#).

- [Allowable Beverages in Connecticut Public Schools](#)
- [Beverage Requirements](#) (CSDE webpage)
- [Connecticut Nutrition Standards](#) (CSDE webpage)
- [Ensuring District Compliance with HFC](#)
- [Evaluating Foods for Compliance with the Connecticut Nutrition Standards](#) (“How To” section of CSDE’s Connecticut Nutrition Standards webpage)
- [Guidance on Evaluating Recipes for Compliance with the Connecticut Nutrition Standards](#)
- [Guide to Competitive Foods in HFC Public Schools](#)
- [Healthy Food Certification](#) (CSDE webpage)
- [How to Evaluate Foods Made from Scratch for Compliance with the CNS](#)
- [How to Evaluate Purchased Foods for Compliance with the CNS](#)
- [List of Acceptable Foods and Beverages](#) (CSDE webpage)
- [Overview of Connecticut Competitive Foods Regulations](#)
- Presentation: [Beverage Requirements for Connecticut Public Schools](#)
- Presentation: [Complying with Healthy Food Certification](#)
- Presentation: [Connecticut Nutrition Standards](#)
- Presentation: [Healthy Food Certification Fundraiser Requirements](#)
- [Questions and Answers on Connecticut Statutes for School Food and Beverages](#)
- [Requirements for Competitive Foods in HFC Public Schools](#)
- [Requirements for Food and Beverage Fundraisers in HFC Public Schools](#)
- [Requirements for Foods and Beverages in Culinary Programs in HFC Public Schools](#)
- [Requirements for Foods and Beverages in School Stores in HFC Public Schools](#)
- [Requirements for Foods and Beverages in Vending Machines in HFC Public Schools](#)
- [Summary Chart: Federal and State Requirements for Competitive Foods in HFC Public Schools](#)
- [Summary of Connecticut Nutrition Standards](#)

Food and Nutrition Department Proposal

Sandra Sullivan
Director of Food and Nutrition

Position: Nutrition Support Manager

- Registered Dietitian
- Full Time Position (10 months)
- Experienced in Teaching and Training
- Qualified Food Operator / Servsafe Certified

Why a need?

- New Milford Public Schools Currently Serves
 - 68% of the Student Population
- Meal Accommodations
 - Allergies
 - Intolerances
 - Diabetics
 - 8% of the NMPS Student Population (National Average 8%)
 - Approximately 2 Students per Classroom
- Special Diet Inquiries
 - 5 - 10 Per Week
- Dietary Nutrition Labels
 - 600 Items to Review



Program Goals

- Expand Farm to School Program
- Grant Funding
- Nutrition Education
- Recipe Development
- Promotional Events
 - Taste Tests, Menu

Position Responsibilities

- Daily Preservice Meetings
- Training
 - Food Service Staff
 - Staff Members
- Point of Sale System
- Communication
 - With Parents and District Staff
- Nutrition Analysis
- Manage Nutritional Data Base
- 504s and PPTs



Financial Information

- Fund Through Food Service Budget
- Consistent Positive Fund Balance
- Capital Improvements Investments
 - >80% of production equipment replaced
 - All serving lines replaced
 - Themed each cafeteria with signage and paint



New Milford Public Schools
JOB DESCRIPTION
NUTRITION SUPPORT MANAGER
FOOD and NUTRITION SERVICES DEPARTMENT

REPORTS TO: Director of Food and Nutrition Services

SUPERVISES: Cafeteria Staff

PRIMARY FUNCTION:

Responsible for menu and recipe development, nutritional analysis, nutrition education, marketing, special diets, and assisting with the supervision of cafeteria staff to assure all federal, state and local regulations are met. Works with school students, staff and parents to assist with prescribed special diets, food restrictions or food allergies.

TYPICAL DUTIES AND RESPONSIBILITIES:

- Develop, implement, and maintain nutritional analysis software
- Maintain current nutrition and allergy information on all food items
- Assist with menu development for all grade levels according to USDA regulations and assist with menu development to meet district diversity needs
- Complete nutritional analysis on all menus and make recommendations for improvement as needed
- Keep nurses informed of the nutritional information on all food items including allergy information.
- Accommodate parent and/or nurse requests for nutrition counseling on special diets/allergies. Document nutrition information in student medical record if warranted
- Participate in district-wide nutrition-related 504's or PPT's
- Coordinates nutrition education activities in the schools for students, parents and staff
- Communicate to parents and the community a positive nutrition message on behalf of the department
- Assist in obtaining nutrition grant funds as available
- Assist with development and implementation of training for food service staff district-wide
- Conducts regular, documented on-site visitations to all meal programs including breakfast and lunch, to include USDA monitoring requirements. Assures corrective action is completed as necessary
- Expand the district's Farm to School Program
- Establish and maintain effective working relationships with building Principals and staff
- Assist with inventory maintenance and ordering process
- Performs any other related duties as assigned

SKILLS, KNOWLEDGE, QUALIFICATIONS AND EXPERIENCE:

- Registered Dietitian, certified by the Commission on Dietetics Registration (CDR)
- A minimum of 3 years experience in the nutrition field
- Experience in teaching and conducting training programs
- Basic knowledge of computer systems
- Aptitude for creative endeavors such as writing, oral presentations, and food merchandising
- Possess a valid CT driver's license and means of own transportation

CERTIFICATION REQUIREMENTS:

Registered Dietitian
Food Protection Certification Program

SALARY AND TERMS OF EMPLOYMENT:

10-month work year. \$50,000

EVALUATION:

Annually, by the Director of Food and Nutrition Services

NOTE: *The above description covers the principal duties and responsibilities of the job. The description should not, however, be construed as a complete listing of all miscellaneous, incidental, or similar duties which may be required from day-to-day.*

FOR APPROVAL

COMMENTARY: The PowerSchool conversion requires adjustments to how the SMS Highest Honors are determined. After discussion at the March 1, 2022 Policy subcommittee meeting, the Committee suggests the revisions below to bring consistency between the two schools.

5121.2

Students

Eligibility For Honor Rolls

To recognize outstanding scholastic achievement, motivate students to do well in their studies, and teach students the importance of meeting all their responsibilities, the Board of Education hereby establishes the following categories of honors and the criteria for eligibility for said honors.

High School (9-12)

Highest Honors with Distinction: All grades 90 or better in all subjects.

High Honors: An average of 90 or better in all subjects. ~~No grade below 70.~~

Honors: An average of 85 or better in all subjects. ~~No grade below 70.~~

Middle School (6-8)

Highest Honors with Distinction: All grades 90 or better in all ~~major~~ subjects.

High Honors: An average of 90 or better in all ~~major~~ subjects. ~~No grade below 70 in minor subjects.~~

Honors: An average of 85 or better in all ~~major~~ subjects. ~~No grade below 70 in minor subjects.~~

~~A middle school “major subject” includes English, mathematics, science, social studies, and world language. All other subjects are considered minor subjects.~~

Policy adopted: June 12, 2001
Policy revised: June 11, 2002
Policy revised: June 12, 2007
Policy revised: June 14, 2011
Policy revised: June 9, 2015

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

COMMENTARY: This policy is not legally mandated although it may be advisable for the Board and Administration to address this topic through policy and regulations. Legal has not been able to locate any SDE form or guidance addressing State Board of Education requirements for inventories so that reference may be outdated, although the Administration may be aware of reporting or other requirements. Finally, the Board may wish to consult with Town auditors to see if they have any recommendations for inventories that could be incorporated into this policy. The added legal reference is to Conn. Gen. Stat. § 7-392 which requires municipalities to provide for the auditing of the financial statements of the school district.

Update in green following May 3, 2022 Policy meeting.

3440

Business/Non-Instructional Operations

Inventories

Equipment

An inventory of equipment shall be maintained in a manner authorized by the State Board of Education **and consistent with any recommendations of Town auditors**. All items whose current value exceeds \$300 **\$500** shall be included in the inventory, with the exception of equipment permanently fixed in a building such as heaters or lockers. The equipment inventory shall serve both the functions of control and conservation. The inventory shall include at least the description, name, date of acquisition, identification numbers, original cost, and location of use of all items. A record of the date and mode of disposal of all equipment removed from the inventory shall also be kept.

Unless otherwise required by the State Board of Education, the Superintendent or his or her designee shall conduct a physical inventory every seven years.

The inventory system shall be under the supervision of the Superintendent or designee.

Legal Reference: **Connecticut General Statutes**

7-392 Making of audits and filing of statements

Policy adopted: June 11, 2002
Policy revised: June 10, 2008
Policy reviewed: February 25, 2014

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

COMMENTARY: This policy is not legally mandated although it may be advisable for the Board and Administration to address this topic through policy and regulations. The Board may wish to consult with Town auditors to see if they have any recommendations for cash handling protocols that could be incorporated into this policy. The added legal references are to Conn. Gen. Stat. § 7-392 which requires municipalities to provide for the auditing of the financial statements of the school district and to Conn. Gen. Stat. § 10-237 which generally addresses school activity funds. That statute does not specifically address cash handling procedures in connection to school activity funds.

Update in green following May 3, 2022 Policy meeting.

3450

Business/Non-Instructional Operations

Monies in School Buildings

Monies collected by school district employees and by student treasurers shall be handled with good and prudent business procedures **and consistent with any recommendations of Town auditors. Such practices shall be utilized** both to demonstrate the ability of school system employees to operate in that fashion, and to teach such procedures to students.

All monies collected shall be receipted and accounted for and directed without delay to the proper person or location for deposit.

In no case shall monies be left overnight in schools except in safes provided for safekeeping of valuables, ~~and even then no more than a few dollars should be kept,~~ except for petty cash authorized under Board of Education Policy #3451. All school banks shall provide for making bank deposits after regular banking hours to avoid leaving money in school overnight.

Legal Reference: **Connecticut General Statutes**

7-392 Making of audits and filing of statements
10-237 School activity funds

(cf. 3451 – Petty Cash Funds)

Policy adopted: June 11, 2002
Policy revised: June 10, 2008
Policy reviewed: February 25, 2014

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FOR SECOND REVIEW

COMMENTARY: This policy is not legally mandated although it may be advisable for the Board and Administration to address this topic through policy and regulations. The Board may wish to consult with Town auditors to see if they have any recommendations for petty cash protocols that could be incorporated into this policy.

The added legal references are to Conn. Gen. Stat. § 7-392 which requires municipalities to provide for the auditing of the financial statements of the school district and to Conn. Gen. Stat. § 10-237 which generally addresses school activity funds. That statute does not specifically address petty cash protocols in connection to school activity funds.

3451

Business and Non-Instructional Operations

Petty Cash Funds

In order to facilitate minor purchases, the Superintendent shall establish a small, petty cash fund not to exceed \$250.00 in each school as well as for the central administrative office. Expenditures against the fund must be carefully itemized by the Principals. After a budget item is exhausted, no expenditures against this item may be made even from the petty cash fund, unless a line-item transfer is authorized under Board of Education policy #3160.

Legal Reference: Connecticut General Statutes

7-392 Making of audits and filing of statements

10-237 School activity funds

(cf. 3160 – Budget and Transfer of Funds)

(cf. 3451 – Petty Cash Funds)

Policy adopted: June 11, 2002
Policy revised: June 10, 2008
Policy revised: March 8, 2011
Policy reviewed: February 25, 2014

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FOR FIRST REVIEW

COMMENTARY: Conn. Gen. Stat. § 10-237 authorizes boards of education to establish school activity funds for specified purposes including school lunch programs, drivers-ed courses and individual school and school organization programs. The statute requires the board of education to designate a treasurer for each fund (which may be a BOE member) and provides that the treasurer must be bonded. The statute allows for the expenditure from such funds pursuant to regulations approved by the BOE. School activity funds are subject to auditing in the same manner as town accounts although a 1955 legal opinion from the Connecticut Attorney General states that school activity funds are board of education accounts.

Some districts delegate the authority to establish school activity funds to the superintendent or designee subject to applicable regulations. If the Board wishes to do so, some slight amendments will need to be made to the suggested revisions in the first paragraph below.

The Board may wish to consult with Town auditors to see if they have any recommendations for fund protocols that should be incorporated into this policy and/or the accompanying administrative regulation.

3453(a)

Business/Non-Instructional Operations

School Activity Funds

The Board may establish and maintain in its custody school activity funds through which it may handle (1) the finances of that part of the cost of the school lunch program not provided by Town of New Milford appropriations, (2) the finances of that part of the cost of driver education courses furnished by the Board and not provided by Town of New Milford appropriations and (3) such funds of schools and school organizations as the Board from time to time determines to be desirable. Whenever the Board establishes a school activity fund it shall designate a fund treasurer who shall be properly bonded. The designated treasurer may be a Board of Education member, but no Board member designated to serve as a fund treasurer shall receive compensation for such services. The Board may receive and accept gifts and donations to be appropriated to school activity funds.

~~School Activity Funds may be established to handle school funds and the funds of school organizations that the Board determines to be desirable. Although the control of these funds shall remain in the name of the respective schools and organizations, the Superintendent's office must adopt regulations and/or procedures to control the collection of funds and the expenditures from these accounts in a fiduciary manner.~~

Administrative regulations regarding the administration of school activity funds shall be developed by the Superintendent. All activity within these funds should be directed towards promoting the general welfare, education and morale of the student body and financing the normal legitimate extra-curricular activities of various student organizations. Each activity fund or organization should have a clear statement of purpose on file. This statement of purpose should address both the raising and spending of funds. Insofar as possible, funds should be used to benefit those students who contributed to the accumulation of the funds or for those activities for which funds were collected or accumulated.

Business/Non-Instructional Operations

School Activity Funds

The management of activity funds shall be in accordance with sound business practices **and consistent with any recommendations of Town auditors**. Each ~~building Principal~~, as trustee for ~~and designated~~ treasurer of **a school** activity fund, shall be directly responsible for the operation of the fund/account in accordance with established procedures and shall be bonded. The ~~building Principal~~ **designated treasurer**, with the assistance of the Business Office, shall be responsible for the adequate maintenance of records and timely issue of reports for the same.

The following general guidelines are to be implemented via specific administrative **regulations and** procedures:

1. All bank accounts are to be listed with the District's Business Office.
2. Only transactions dealing with student related activities or for those activities expressly permitted by the Board through the Superintendent or his/her designee may flow through these accounts.
3. All accounts must require at least two (2) signatures for expenditures or withdrawals.
4. These accounts must be included as part of the annual municipal audit.
5. An annual report for all accounts must be submitted to the Board.
6. All money collected shall be placed in a locked and secure location for safe keeping prior to making a bank deposit and such deposit shall be made in accordance with Board of Education policy #3450.

(cf. 1324 – Fund Raising In and For The Schools)

(cf. 3450 – Monies in School Buildings)

(cf. 3451 – Petty Cash Funds)

Legal Reference: Connecticut General Statutes

7-392 Making of audits and filing of statements
10-237 Student Activity Funds

Policy adopted: March 12, 2002
Policy revised: June 10, 2008
Policy reviewed: February 25, 2014

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FOR FIRST REVIEW

COMMENTARY: This policy is not legally mandated. Since the senior class fund is presumably a school activity fund it may make sense to incorporate the provisions of this policy into the school activity fund policy or regulation.

3453.1

Business/Non-Instructional Operations

Unexpended Class Funds

All invoices or obligations incurred by the Senior Class must be paid out of the senior class fund no later than the opening day of the following school year. No new obligations may be incurred any later than one week after graduation.

Remaining funds will be turned over to two class officers, in trust for the class, for the purpose of supporting the five year or a later reunion, unless the majority of the class resolves that the funds will be used for some other purpose which benefits those students who contributed to the accumulation of the funds.

Policy adopted: June 11, 2002
Policy revised: June 10, 2008
Policy revised: March 8, 2011
Policy reviewed: February 25, 2014

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut



TO:) # o
FROM: **Anthony J. Giovannone, Director of Fiscal Services and Operations**
Date: **May 4, 2022**
RE: **2021-22 Operating End of Year Expenditures**

The projected fiscal year-end balance communicated last month remains unchanged. That amount is approximately \$1,739,299 or 2.66% of the original budget for the current year (2021-22). On the next page are recommendations to spend a portion of those funds that we are seeking approval for. Any approved purchases of goods or services would need to be received and completed along with proper billing before June 30th, 2022.

The below items total \$110,708. If all of these were approved and completed by June 30th, 2022 this would change our projected fiscal year-end balance to \$1,628,591 or 2.49% of the original budget for the current year (2021-22). That amount is sufficient in order to request of the Town Council and Board of Finance, that such funds be put into the following pending the final audit:

- Capital Reserve account for projects. A revised and updated 5 year capital plan is now available that demonstrates the revised need across the district to fund improvements and maintain existing systems.
- Contribution towards Turf Field Replacement. Both the Town and the Board of Education have been working together by funding the eventual replacement of this asset when needed.
- Contribution towards Internal Service Fund (ISF). This would be for Health Insurance if the projection of 10.5% trend holds true through next fiscal year as the current 22-23 budget only includes a 8.0% increase for trend.

The recommendations are as follows:

NMHS - PIANO REFRESH \$34,368

The 5 year capital plan now includes a spot to plan out future purchases across the district for other locations that are in need of new pianos. The need at NMHS is more urgent and this is why the NMHS refresh is being recommended as a year end expenditure at this time. The amount above includes the following with benches and dollies as well as a trade-in credit:

- 1 – Yamaha GC2 5’8” in polished ebony
- 1 – Yamaha P22D in satin ebony
- 2 – Yamaha CLP735 in dark rosewood or matte black

Mrs. Rebekka Rosen from NMHS will be present at the meeting to speak to this request.



NMHS - AUDITORIUM PROJECTOR & CONTROLS \$37,340

The 5 year capital plan now includes a spot to plan out future purchases across the district for other locations to address aging or non-existent A/V upgrades in Auditoriums and Gymnasiums. The request for year end is specific to NMHS. The existing setup has degraded picture quality, reduced reliability, is not situated correctly and has not been continually upgraded through the years. With the upgrade to a new system we will gain more flexibility, reliability and enhanced use. The amount above includes all the items for a complete "turn-key" replacement of the current projector, mount, screen, controls and cabling.

Mr. Jeff Turner, the Director of Technology, will be present at the meeting to speak to this request.

FACILITIES - NEW MOWER \$15,000

The 5 year capital plan does not have a refresh cycle amount for our large mowers in the 22/23 Grounds Equipment replacement request. It has been more than 3 years since the Facilities Department has gotten a new mower. Reliability of the current fleet of aging mowers continues to be a concern as the amount of mowing required to maintain our facilities has not decreased. The above amount is based on a quote we have received for a properly sized model.

Mr. Matt Cunningham, the Director of Facilities, will be present at the meeting to speak to this request.

FACILITIES - SNIS FLOORING \$15,000

District-wide annual abatement of vinyl composition tile (VCT) flooring has been funded by our 5 year capital plan which typically allocates approximately \$15,000 each year for this purpose. More recently, this has not been funded for the last 2 years, nor does it have an amount in the 22/23 request. The \$15,000 requested would be able to complete 3 classrooms at SNIS.

Mr. Matt Cunningham, the Director of Facilities, will be present at the meeting to speak to this request.

FACILITIES - SNIS FENCING \$9,000

The 5 year capital plan includes a request for SNIS railing repairs that is separate from this. The above request is for fencing at the upper fields to protect that area and this is not on our current 5 year capital plan.

Mr. Matt Cunningham, the Director of Facilities, will be present at the meeting to speak to this request.

Approved Field Trips May 2022

<u>School</u>	<u>Grade/Dept.</u>	<u>Trip Date</u>	<u>Day(s) of the Week</u>	<u># of Students</u>	<u># of Adults</u>	<u>Destination</u>	<u>Subs</u>	<u>Student Cost</u>
NMHS	9-12	6/2/22	Thursday	60	2	Palace Theater (Halo Awards)	0	\$0.00
NMHS	9-12	6/11/22	Saturday	50	2	WCSU Graduation (band)	0	\$0.00

Students

Dress and Grooming

1. In order to promote a positive learning environment the Board of Education supports these standards for safe and appropriate student dress; nothing in this policy shall be intended to infringe upon students' freedom of expression or their religious beliefs.
 - a. Headwear: All headwear shall be removed prior to entering school and must be placed in the students' locker or where outer garments are stowed, for the entire school day.
 - b. Blouses/Shirts: Blouses/shirts should be constructed so that the tops of the shoulders are covered. Blouses/shirts will not allow exposure of any portion of the waist, hips, midriff or exposure of the chest.
 - c. Skirts/Shorts/Dresses/Pants: Skirts, shorts and dresses should have hemlines that are mid-thigh. With safety as our primary concern, pants should be worn to stay close to the waist; undergarments shall be completely covered.
 - d. Outdoor Garments: All outdoor garments will be placed in the students' locker immediately upon entering the school and will remain there for the entire school day.
 - e. Shoes: Safe footwear must be worn at all times.
 - f. Attire: Attire that displays indecent language, pictures or symbols that contain sexual references, or that advertise or encourage the use of drugs, tobacco products, alcoholic beverages are prohibited. Messages of violence or gang allegiance are prohibited. Pajamas, slippers and other lounging attire are not allowed.
 - g. Accessories: Students may not wear accessories that could cause injury to others or that are substantially or materially disruptive of the education process.
2. The school administration and faculty are responsible for the implementation of this policy. Exceptions to the above dress standards will be considered for medical reasons, special events and cultural beliefs or to promote school spirit as determined by the school principal or his/her designee.
3. When the above stated standards have not been met, any or all of the following will occur:
 - a. individual counseling;
 - b. sending the student home to change and return to school;
 - c. parental conferences;
 - d. suspension for insubordination (refusal to change and/or follow the directions of the administration/designee).

Legal Reference: Connecticut General Statute § 10-233 et seq.
 10-221f School Uniforms

Policy adopted: June 12, 2001
Policy revised: June 24, 2004
Policy revised: June 13, 2006
Policy revised: June 12, 2007
Policy revised: March 12, 2013

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

New Milford Board of Education
Policy Sub-Committee Meeting Minutes
May 3, 2022
Sarah Noble Intermediate School Library Media Center

NEW MILFORD, CT

2022 MAY 4 P 3:30

2022 MAY 4 P 3:30

Present:	Mrs. Wendy Faulenbach, Board Chairperson Mrs. Tammy McInerney Mrs. Leslie Sarich Mr. Keith A. Swanhall Jr.
Absent:	Mrs. Olga I. Rella, Chairperson
Also Present:	Ms. Alisha DiCorpo, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Ms. Rebecca Adams, Human Resources Director Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mr. Jeffrey Turner, Technology Director Mr. Raymond Manka, New Milford High School Principal Ms. Megan Dwyer, New Milford High School Assistant Principal

1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mrs. Faulenbach, acting as Chair in the absence of Mrs. Rella.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Policy for Approval: 1. 5121.2 Eligibility for Honor Rolls • Mrs. Faulenbach asked for comments and said this policy will automatically go back to the full Board for final approval. • Mrs. McInerney said she is glad to see the alignment between the two schools. She said she had a separate question about the SMS certificates. The one for Honors has different wording from the others and she would like to see them be consistent. • Mrs. Faulenbach clarified that the wording would be a protocol issue, not a policy one.	Discussion and Possible Action A. Policy for Approval: 1. 5121.2 Eligibility for Honor Rolls

	<p>B. Policies for Second Review:</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said these policies are for second review before going back to the full Board. <p>1. 3440 Inventories</p> <ul style="list-style-type: none"> • Ms. DiCorpo said they followed up with the auditors regarding the suggested higher threshold amount and have confirmed that the recommendation is for it to be \$500. They looked at a higher amount but that would have taken many items out of inventory. She said they have also determined that a better internal inventory system is needed since three different processes are used now. They will be looking into a more comprehensive reporting mechanism going forward. • Mrs. McInerney said that she assumes the Town has policies on this too and asked if we are aligned with them. • Mr. Giovannone said this is driven by insurance and we are under the same provider with the Town. • Mrs. Faulenbach said we also share the auditors with the Town. <p>2. 3450 Monies in School Buildings</p> <ul style="list-style-type: none"> • Ms. DiCorpo said it was recommended last month by the auditors to strike the phrase “and even then no more than a few dollars should be kept”. • Mrs. McInerney said she is glad to hear that since it is not specific. She asked if all schools have safes or lock boxes and who makes the deposits. • Mr. Giovannone said they do and it is typically secretaries who make the deposits. All employees have bonding protection under the general insurance policy. <p>3. 3451 Petty Cash Funds</p> <ul style="list-style-type: none"> • Ms. DiCorpo said this accurately reflects current practice. 	<p>B. Policies for Second Review:</p> <ol style="list-style-type: none"> 1. 3440 Inventories 2. 3450 Monies in School Buildings 3. 3451 Petty Cash Funds
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	<ul style="list-style-type: none"> Ms. Faulenbach said she appreciates the specificity of the threshold but asked if it has ever caused issues in the past. Ms. DiCorpo said it has not. 	
C.	<p>Policies for First Review:</p> <ul style="list-style-type: none"> Mrs. Faulenbach referenced the commentary from legal counsel. <p>1. 3453 School Activity Funds</p> <ul style="list-style-type: none"> Ms. DiCorpo said the auditors are fine with the suggested revisions and also suggested folding policy 3453.1 language into this policy and combining them into one under this number. Mrs. Faulenbach asked why drivers-ed is referenced since we do not offer it. Mr. Giovannone said it is offered as an example only. Mrs. McNerney asked if the designated treasurer refers to staff. Ms. DiCorpo said it does, specifically to the advisors. Mrs. McNerney referenced #5 which says an annual report for all accounts must be submitted to the Board. She does not remember seeing one. Mr. Giovannone said he has not reported on this to the Board during his tenure and it would not be easy to do since it is tracked outside of the Munis system. Mrs. Faulenbach suggested we look to see how other districts handle this review since they are all cleared through the audit anyways. Mrs. McNerney agreed and said she didn't want to create busy work, so if that is the case perhaps "must" should be changed to "may" to be clear about expectations. <p>2. 3453.1 Unexpended Class Funds</p> <p>Mrs. McNerney moved to bring policies 3453 School Activity Funds and 3453.1 Unexpended Class Funds to the full Board for first review.</p> <p>Motion seconded by Mrs. Sarich.</p>	<p>C. Policies for First Review:</p> <p>1. 3453 School Activity Funds</p> <p>2. 3453.1 Unexpended Class Funds</p> <p>Motion made and passed unanimously to bring policies 3453 School Activity Funds and 3453.1 Unexpended Class Funds to the full Board for first review.</p>

	Motion passed unanimously.	
4.	<p>Item of Information</p> <p>A. Regulation for Review:</p> <p>1. 3453 School Activity Funds</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said this is an item of information for the Board. 	<p>Item of Information</p> <p>A. Regulation for Review:</p> <p>1. 3453 School Activity Funds</p>
5.	<p>Discussion</p> <p>A. Policy Review Update:</p> <p>1. 5132 Dress and Grooming</p> <ul style="list-style-type: none"> • Ms. Hollander, Mr. Manka and Ms. Dwyer presented their findings to the committee. The presentation is attached to these minutes. • Ms. Hollander said the school-based advisory group's goal is to provide thoughtful feedback for the Board's consideration of any dress code policy changes. • Ms. Adams said CAFE also offers several sample policies around dress code. • Mrs. Faulenbach said she was pleased to see the collaborative nature of this review but expressed concerns about how any changes might impact student handbooks. • Mrs. McInerney said she was pleased to see all stakeholders considered and the inclusion of current trends and gender considerations. She asked what next steps should be for any policy edits to be considered. • Ms. DiCorpo said this is a Board decision that will not realistically be completed within a few weeks. She said handbooks can be amended if needed. It is more important to be thorough. • Mrs. Faulenbach said it will be equally important to stay in front of the message and explain the process and changes to staff and the community. This is a collaborative work in progress and it will be important to get it right. She said she was pleased to see the restorative aspect added. 	<p>Discussion</p> <p>A. Policy Review Update:</p> <p>1. 5132 Dress and Grooming</p>

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	<ul style="list-style-type: none">• Ms. Adams said it will also be important to be consistent with current and future practices.	
6.	Public Comment <ul style="list-style-type: none">• There was none.	Public Comment
7.	Adjourn Mrs. McInerney moved to adjourn the meeting at 7:32 p.m. seconded by Mrs. Sarich and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:32 p.m.

Respectfully submitted:



Wendy Faulenbach, Chairperson
New Milford Board of Education

School-Based Advisory Group Dress and Grooming Policy 5132



Presentation to the New Milford Board of Education Policy Committee
May 3, 2022

Background:

The Assistant Superintendent and the Principal of New Milford High School was asked to form a workgroup to discuss the district's current dress code policy and gain insight and comments from stakeholder groups.

The feedback gathered would be shared with the Policy Committee for consideration as they review NMPS Policy 5132 for possible revision.

The last revision of NMPS Policy 5132 was in 2001.

Our Work

1. Identify purpose of the group
2. Create a work plan
3. Review current NMPS policy 5132
4. Review existing policies (DRG and SWC)
5. Conduct a “+/ Δ ” record and share results
6. Gain stakeholder feedback: results
7. Identify and communicate emergent themes
8. Share findings with the Policy subcommittee

Committee and Stakeholder Participation

A small working group was formed comprised of parents, students, teachers and administrators.

Stakeholders input was expanded to include feedback from student and faculty focus groups.

A total of 16 individuals contributed and participated in this effort.

Purpose of a Dress Code

- The goals of existing dress codes is to promote a safe, disciplined school environment, to prevent interference with schoolwork and discipline.
- Many Connecticut school districts have enacted dress codes. Within certain limits such codes are enforceable. The provisions of the code must promote legitimate educational interests. These interests include the need to avoid disruption of the educational process, student safety or maintenance of the physical plant. In addition to a valid reason for dress codes, the code must be enforceable and be fairly applied.

Guiding Our Review

As we reviewed the dress code policies we used the following headings to gather data for comparison:

- Hat
- Outerwear
- Accessories
- Language
- Current fashion trends
- Health and Safety
- Sports

Comparison with Our DRG and Area Districts

5.side-by-side comparison of our district policy to other districts

School	Hats	Shoes	Outerwear	Blouse: midriff/strap	Inappropriate language	Health & Safety	Accessories	Sport Inequity
Bethel	N	Y	Y	Y/Y	Y	Y	N	N
Brookfield	N	Y	N	N/N	Y	Y	N	N
Joel Barlow	N	...	N	N/N	...	Y	N	N
Masuk	N	Y	Y	...	Y	Y	Y	N
New Fairfield	Y <small>(IF GANG RELATED)</small>	Y	Y <small>(IF GANG RELATED)</small>	Y/Y	Y	--	Y	... (gym)
New Milford	Y	Y	Y	Y/Y	Y	Y	Y	N
Newtown	N	Y	N	Y/N		Y	Y	N
Pomperaug	Y	Y	Y	Y/Y	Y	Y	Y	N
Stratford	Y	Y	Y	Y/Y	Y	Y	N	N
Weston	N	...	N	N/N	...	Y	N	N

Our Analysis

Pluses

- Policies included a clear purpose
- Details were included to explain or clarify the specific items addressed.
- Policies stated the interventions to address student who violate the dress code
- Statements to address language or symbols that were inappropriate or sexual in nature.
- Acknowledges students' freedom of expression or religious beliefs
- Policies addressed exceptions such as medical, special events or other

Deltas

- Most policies reviewed were gender specific
- Need to address headwear (hats and hoods) in a way that supports safety rather than an all or nothing.
- Consideration of current fashion trends - example - cut out shoulders.
-

Stakeholder Feedback

Representation

Students 6-12

Teachers

Administrators

Total number - 150 individuals

Themes from our Conversations

Stakeholders (teachers and students)

- were aware that there is a dress code for NMHS but many students said that they only knew parts of it and didn't understand all of it
- believed that the sections such as headwear (5132.1b) should be reviewed.
- believed that some type of dress code should exist in schools.
- believed that there should be some standards of what is worn to school.
- believed that the section on accessories (5132.1g) should be reviewed and removed.
- expressed that the trends and popular stores make it difficult to find clothes that meet the dress code guidelines
- believed that the current dress code affects female and male students differently.
- stated that the current dress code is not consistently enforced or effective.
- felt that females were subjected to “dress coding” more than their peers.

Our Findings

- Our district policy was similar to others that were reviewed.
- Inequities with attire (male/female)
- Current trends in clothing styles are not taken into consideration and are not addressed equitably
 - Midriff, Strap, and Shoulder exposure
- Accessories do not address current styles
- Shoe safety should be clarified
- Consideration of outer garments and hoods including baseball style hats
- Adding a section about education and *process* for “dress coding” for students and staff in an issue needs to be addressed regarding a potential violation
- Adding a restorative component to 5132(3) to address infractions

Considerations for the Policy Committee ~ Dress Code Revision

Policy Implementation - Education for Students and Faculty

- Parent Responsibility

- Staff Responsibility

- Student Responsibility

- Enforcement

Articulated attire that addresses the minimum including:

- Heading covering

- Undergarment coverage

- Shoes

- Expected coverage on the body

- Any restrictions

- Sensitivity to religious, moral discrimination to civil rights

Next Steps

Review findings and recommendations as you review our current policy for possible revision.

[CABE Policy 5132](#)

Questions



**New Milford Board of Education
Committee on Learning Meeting Minutes
May 3, 2022
Sarah Noble Intermediate School Library Media Center**

NEW MILFORD, CT

2022 MAY 4 P 3:31 PM

WATER

Present:	Mrs. Tammy McInerney, Chairperson Mr. Brian McCauley Mrs. Leslie Sarich Mr. Keith A. Swanhall Jr.
Also Present:	Ms. Holly Hollander, Assistant Superintendent Ms. Lisa Morlock, ELA Curriculum Coordinator 6-12 Mrs. Cortni Muir, SNIS Math Coach

1.	Call to Order The meeting of the New Milford Board of Education Committee on Learning was called to order at 7:34 p.m. by Mrs. McInerney.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Review and Approval of Curricula 1. Art - Grade 6 2. Math 8 3. Practical Math: Applications of Measure 4. Practical Math: Applications of Percentage • Mrs. McInerney said Art - Grade 6 was back from last month due to a question as to whether it is a full year or half year course. • Ms. Hollander said it is a full year course, which this year is being offered as a half year course due to COVID spacing requirements. Next year it will be offered full year. • Ms. Hollander said Math 8 is a revision of core curriculum and aligns with standards. • Ms. Hollander said Practical Math: Applications of Measure and of Percentage are both revisions to half year courses designed around real world applications of foundational skills. They are open to grades 9-12. • Mrs. McInerney asked Ms. Hollander to check on that since there are references to grades 11-12 as well. She said it is also important to	Discussion and Possible Action A. Review and Approval of Curricula 1. Art - Grade 6 2. Math 8 3. Practical Math: Applications of Measure 4. Practical Math: Applications of Percentage

	<p>make sure they align with the Program of Studies. Ms. Hollander said she will check and report at the full Board meeting.</p> <p>Mr. McCauley moved to bring the following curricula to the full Board for approval:</p> <ol style="list-style-type: none"> 1. Art - Grade 6 2. Math 8 3. Practical Math: Applications of Measure 4. Practical Math: Applications of Percentage <p>Motion seconded by Mr. Swanhall.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the following curricula to the full Board for approval:</p> <ol style="list-style-type: none"> 1. Art - Grade 6 2. Math 8 3. Practical Math: Applications of Measure 4. Practical Math: Applications of Percentage
4.	<p>Item for Information and Discussion</p> <p>A. Summer School Update</p> <ul style="list-style-type: none"> • Ms. Hollander, Ms. Morlock and Mrs. Muir presented regarding summer programming options. The presentation is attached to these minutes. • Ms. Hollander said programming is similar to previous years. They are established programs. All programs will take place at the high school this year due to a variety of facilities projects. The building has been mapped out for age appropriateness. • Mr. McCauley asked how many students are serviced in the 3-5 program. Ms. Hollander estimates 100. • Mrs. McInerney asked if there is a waiting list if openings occur. • Mrs. Muir said no since students are invited based on a specific percentile and there is a hard cut off so that staffing can be hired to match the numbers invited. • Ms. Hollander said the Incoming Freshman program has a heavy emphasis on social emotional aspects. • Mrs. Sarich asked what is taught and how students are chosen. 	<p>Item for Information and Discussion</p> <p>A. Summer School Update</p>

	<ul style="list-style-type: none"> • Ms. Hollander said the program is designed to help students acclimate to the high school environment and school routine for academics and provides a counseling portion too. Students are chosen based on overall performance and teacher recommendations. • Mrs. Sarich said she was happy to see the credit recovery program offered in New Milford. • Mrs. McInerney said she is pleased to see bus transportation provided for all since that is important in getting more students to participate. • Ms. Hollander said the summer reading and math programs continue successful practices of the previous years. • Mrs. McInerney said it is important to publicize the programs to get parents to buy in too. • Ms. Morlock said they send information home directly to parents, publicize in the district newsletter and publish materials in English, Spanish and Portuguese. • Mr. Swanhall asked how incoming students become aware of the programs. • Mrs. Muir said the building secretaries have copies of the materials and digital links are provided on the district website. • Mrs. McInerney noted the absence of a summer math program for high schoolers. Mrs. Muir said it is tricky because there are so many varying levels. 	
5.	Public Comment <ul style="list-style-type: none"> • There was none. 	Public Comment
6.	Adjourn Mrs. Sarich moved to adjourn the meeting at 8:14 p.m., seconded by Mr. McCauley, and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 8:14 p.m.

Respectfully submitted:



Tammy McInerney, Chairperson
Committee on Learning

Committee on Learning



Supporting Student Success
Summer Bridge Programming

Tuesday, May 3rd
7:30 p.m.

Agenda

1. Summer Programming:

- Summer Bridge for Incoming 3rd through 5th graders
- Summer Bridge for Incoming 6th graders
- Summer Bridge for Incoming Freshman
- Credit Recovery Program for 9th-12th graders

2. Summer Passport/Calendars (Cortni Muir presenting)

3. Summer Reading Programs (Lisa Morlock presenting)

a. NMHS summer reading

Summer Programming

01

02

03

04

05

06





Summer Bridge (incoming 3rd through 5th graders in the fall)



- To ensure that all students have adequate opportunities to meet the district's rigorous academic standards
- It's designed to help students meet the reading and math standards of New Milford Public Schools
- Students' social and emotional learning will be aligned into the program as well
 - July 12th - July 29th (12 days)
 - 8:30 to 11:30 a.m.
 - # of students invited - TBD in process as we finalize our end-of-year data.
 - Monday through Thursday
 - At New Milford High School this year due to building projects.
 - Bus Transportation will be provided

01

02

03

04

05

06



Summer Bridge Program (incoming 6th graders)

- Meant to be the link to ensure students are able to meet the reading and math standards and preparation for middle school
- designed to help students transition successfully from intermediate to middle school in the areas of literacy, numeracy, and social-emotional learning
 - July 12th - July 29th (12 days)
 - 8:30 to 11:30 a.m.
 - # of students invited - TBD
 - Monday through Thursday
 - New Milford High School this year due to building projects
 - Bus Transportation will be provided

SMS Summer Bridge Program (incoming Freshmen)

- link to ensure students are able to meet the reading and math standards and preparation for high school
- designed to help students transition successfully from middle to high school in the areas of literacy, numeracy, and social emotional learning
 - July 12th - July 29th (12 days)
 - 7:45 to 11:15 a.m.
 - # of students invited -TBD in process as we finalize our end-of-year data.
 - Monday through Thursday
 - New Milford High School
 - Bus Transportation will be provided

NMHS Credit Recovery (9th - 12th graders)

- Allow students the opportunity to recover credits lost due to failing grades
- the teacher / course facilitator will be working with students enrolled in an online program called Edgenuity (formerly known as Odysseyware)
 - July 5th - July 28th
 - Monday through Thursday
 - two sessions per day
 - 7:45 to 10:45 a.m.
 - 11:15 to 2:15 p.m.
 - # of students invited - Currently working with administration and school counselors to determine participating students.
 - Bus Transportation will be provided

Questions





Summer Reading and Summer Math Presentation

**New Milford Board of Education
Facilities Sub-Committee Minutes
May 10, 2022
Sarah Noble Intermediate School Library Media Center**

Present:	Mr. Brian McCauley, Chairperson Mr. Eric Hansell Mr. Pete Helmus Mr. Tom O'Brien
Also Present:	Mr. Matthew Cunningham, Facilities Director Mr. Anthony Giovannone, Director of Operations and Fiscal Services Ms. Holly Hollander, Assistant Superintendent Mr. Jeffrey Turner, Technology Director Ms. Rebecca Adams, Human Resources Director Mr. Nestor Aparicio, Assistant Facilities Director

John
2022 MAY 12 A 9:20
NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. McCauley.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Items for Information and Discussion A. NMHS Roof Project Update • Mr. Cunningham said United Roofing is still submitting daily work plans and administration works in conjunction with Facilities to ensure classes are not affected by work. Panels have been installed on the large gym and the majority of the small gym. Detail work, such as the ridge cap, is being finished above the theater roof. The next area to be addressed will be the panel installation on the rear canopy in conjunction with the cafeteria roof which will only occur during times prior to the lunch waves.	Items for Information and Discussion A. NMHS Roof Project Update

	<ul style="list-style-type: none"> • Mr. McCauley asked if extra workers had been brought in. • Mr. Cunningham said yes and he expects additional crews for summer work as well. 	
B.	Woodshop HVAC Update <ul style="list-style-type: none"> • Mr. McCauley thanked Mr. Cunningham for the tour of the area provided to Board members on Friday. • Mr. Cunningham said we are awaiting the final signed copy of the AIA (American Institutes of Architects) contract between Silver Petrucelli & Associates and NMPS. At that time, a site visit will occur and building drawings will be provided to the engineer. • Mr. O'Brien asked what the contract is for. Mr. Cunningham said it is to provide detailed mechanical specifications to resolve issues with the code. 	B. Woodshop HVAC Update
C.	School Based Health Centers Update <ul style="list-style-type: none"> • Mr. Cunningham said we have made some alteration to the original approach for the planning aspect of the Centers. Now we will be looking to have the A&E elements complete for all five locations at once instead of breaking it into two separate phases. This should expedite the operation and hopefully reduce costs. • Mr. Hansell asked for confirmation that this is ESSER funded. Mr. Cunningham said it is. 	C. School Based Health Centers Update
D.	SNIS Oil Tank Update <ul style="list-style-type: none"> • Mr. Cunningham said the State Office of School Construction Grants & Review had asked for some additional documentation in the form of an updated SCG-9000 letter from the Department of Emergency Services and Public Protection, stating that they have received and reviewed Sarah Noble's All-Hazards Plans which were submitted last Fall. We received 	D. SNIS Oil Tank Update

Sarah Noble Intermediate School Library Media Center

that letter and sent it on this week, only to be told that they don't need the letter any longer. Approval will lead to a pre-bid conference and the Town will take the lead on the project at that time.

- Mr. O'Brien asked for a brief synopsis of the project. Mr. Cunningham said it is removal of an existing tank. A belly tank will be used going forward to power the existing emergency generator as needed.

E. NV5/ESG Update

- Mr. Cunningham said ESG is currently completing the lighting upgrades at all five schools. A walkthrough will be conducted in mid-May to close out the pipe insulation, water conservation, and building envelope weather stripping. On May 5th, representatives from ESG, Vanguard, Garland, and the schools met on the rooftops of the high school and Sarah Noble to discuss requirements for roof penetrations that will occur from the new boiler installations. In addition, specifications for the solar panel installation at Sarah Noble were reviewed. Both the solar and boiler work is scheduled to be completed this summer.
- Mr. Hansell asked if there were any concerns raised about the roofs and Mr. Cunningham said no.
- Mr. O'Brien said he had heard a complaint from a teacher that the new lighting is too bright in a small office and asked if adjustments are possible. Mr. Cunningham said adjustments could be made.
- Mr. Helmus asked about the accounting side of the project and if it is on track with construction costs. Mr. Cunningham said the only change order on the schools side so far was regarding emergency lighting in the gym and that will come out of contingency funds.
- Mr. Giovannone said there was a meeting on May 6 with ESG to review the project as the Board prepares for the December billing. As of

E. NV5/ESG Update

	<p>now, it is believed the target will be met through energy incentives from Eversource while the construction projects continue.</p> <ul style="list-style-type: none"> • Mr. Helmus asked when the Board will see that report. Mr. Giovannone said he believes before the end of the school year. 	
F.	<p>Lillis Building</p> <ul style="list-style-type: none"> • Mr. Cunningham said Facilities has reached out to SPA (Silver Petrucelli & Associates), who were originally contracted to develop plans for the move of Central Offices to Sarah Noble, in order to discuss potential modifications that would allow for a less expensive project. Those discussions are currently still ongoing. • Mr. Helmus asked when the Board will see the revision. Mr. Cunningham said hopefully at next month's meeting. • Mr. O'Brien asked what the big cost drivers are. Mr. Cunningham said they are the mechanics behind the revisions to the delineated internal space - rest rooms, HVAC equipment etc. 	F. Lillis Building
G.	<p>Bid Awards</p> <ol style="list-style-type: none"> 1. Septic & Grease Trap Service and Cleaning 2. Boiler & Burner Service and Cleaning <ul style="list-style-type: none"> • Mr. Cunningham said annual RFP's (Request For Proposals) were posted for septic cleaning and boiler cleaning at schools. Pen Marr Boilers was awarded the bid to service the schools' boilers. New Milford Septic Services was awarded the bid for the cleaning of septic tanks and grease traps. • Mr. McCauley said the bid approvals will be on the Operations agenda tonight. 	G. Bid Awards 1. Septic & Grease Trap Service and Cleaning 2. Boiler & Burner Service and Cleaning
H.	<p>Capital Projects</p> <ul style="list-style-type: none"> • Mr. Cunningham said the Facilities and Finance Departments met and reviewed 	H. Capital Projects

New Milford Board of Education
Facilities Sub-Committee Minutes
May 10, 2022
Sarah Noble Intermediate School Library Media Center

Page 5

	potential end of year projects and revised Capital Improvement Projects. This will be covered more in depth by Mr. Giovannone at the Operations Subcommittee Meeting.	
4.	Public Comment <ul style="list-style-type: none">• There was none.	Public Comment
5.	Adjourn Mr. Helmus moved to adjourn the meeting at 7:10 p.m., seconded by Mr. Hansell, and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:10 p.m.

Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Minutes
May 10, 2022
Sarah Noble Intermediate School Library Media Center**

Present:	Mrs. Wendy Faulenbach, Chairperson Mr. Eric Hansell Mr. Pete Helmus Mr. Tom O'Brien
Also Present:	Ms. Holly Hollander, Assistant Superintendent 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. Rebecca Adams, Human Resources Director Mr. Nestor Aparicio, Assistant Facilities Director Mrs. Sandra Sullivan, Food and Nutrition Services Director Ms. Rebekka Rosen, NMHS Music teacher

1.	Call to Order The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:30 p.m. by Mrs. Faulenbach.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence • Ms. Adams said she does not expect a revision for the full Board meeting. Mr. O'Brien moved to bring Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval. Motion seconded by Mr. Helmus. Motion passed unanimously.	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence Motion made and passed unanimously to bring Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.

<p>B.</p>	<p>Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated April 30, 2022 2. Purchase Resolution D-758 3. Request for Budget Transfers <ul style="list-style-type: none"> • Mr. Giovannone said we are at 95.43% as of April 30, compared to last year which was 95.34%. The legal line continues negative but will have some reimbursement from the local COVID account, which will be marked by the auditors as part of the audit. • Mr. Helmus asked how much is left in the local COVID account. Mr. Giovannone said under \$100,000. • Mrs. Faulenbach asked about the transportation line. Mr. Giovannone said it does not include the pending credit from All Star for the bus issues the district has encountered this year. He said that credit should be at least \$25,000. • Mr. Giovannone said the capital reserve balance is updated and does not include the pending end of year balance for this year. • Mrs. Faulenbach noted that building use is off significantly. Mr. Giovannone said the figure does not include third quarter receipts but it will be lower than last year. • Mrs. Faulenbach asked about Coach Tours on the purchase resolution and if that is a piece of the discussion with All Star. Mr. Giovannone said it is, since it represents the inability of All Star to fill the need. <p>Mr. O'Brien moved to bring Monthly Reports: Budget Position dated April 30, 2022, Purchase Resolution D-758 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mr. Hansell.</p> <p>Motion passed unanimously.</p> <p>C. Gifts & Donations</p>	<p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated April 30, 2022 2. Purchase Resolution D-758 3. Request for Budget Transfers <p>Motion made and passed unanimously to bring Monthly Reports: Budget Position dated April 30, 2022, Purchase Resolution D-758 and Request for Budget Transfers to the full Board for approval.</p> <p>C. Gifts & Donations</p>
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	<p>1. PTO - Exhibit B</p> <ul style="list-style-type: none"> • Mrs. Faulenbach thanked the PTO for their generosity. She asked Mr. Giovannone if there is a total available for this year. • Mr. Giovannone said he would check. <p>Mr. Helmus moved to bring Gifts & Donations: PTO - Exhibit B to the full Board for approval.</p> <p>Motion seconded by Mr. O'Brien.</p> <p>Motion passed unanimously.</p> <p>D. Grant Approvals</p> <p>1. Adult Education PEP Grant</p> <p>2. IDEA Grant</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said these grants represent a tremendous amount of work. • Mrs. Olson said the IDEA grant is a two year non-competitive grant that follows the doctrines of IDEA. Almost 70% is allocated to staffing. <p>Mr. Hansell moved to bring the Adult Education PEP Grant and the IDEA Grant to the full Board for approval.</p> <p>Motion seconded by Mr. O'Brien.</p> <p>Motion passed unanimously.</p> <p>E. Bid Awards</p> <p>1. Septic & Grease Trap Service and Cleaning</p> <p>2. Boiler & Burner Service and Cleaning</p> <p>3. OT/PT Services</p> <ul style="list-style-type: none"> • Mr. Giovannone said the septic is a slight increase of 6% but that it is within the budgeted amount. The boiler is a 30% increase but may be less in the end with new boilers coming on board through the ESG project. We will only be billed for work done. 	<p>1. PTO - Exhibit B</p> <p>Motion made and passed unanimously to bring Gifts & Donations: PTO - Exhibit B to the full Board for approval.</p> <p>D. Grant Approvals</p> <p>1. Adult Education PEP Grant</p> <p>2. IDEA Grant</p> <p>Motion made and passed unanimously to bring the Adult Education PEP Grant and the IDEA Grant to the full Board for approval.</p> <p>E. Bid Awards</p> <p>1. Septic & Grease Trap Service and Cleaning</p> <p>2. Boiler & Burner Service and Cleaning</p> <p>3. OT/PT Services</p>
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	<ul style="list-style-type: none"> • Mr. Helmus asked why the increase was so large. Mr. Giovannone said they don't know, but there was no other bidder. Requests for bids were done by legal notice and posted on our website. • Mrs. Faulenbach asked approximately how many bid awards there are annually. Mr. Giovannone said there have been more in the past, but the threshold was changed recently in the purchasing policy so there will be fewer required going forward. • Mr. Cunningham said the change might help next year in that they can reach out to companies to see if they are interested versus waiting to see if they place a bid. <p>Mr. Hansell moved to bring the bid awards for Septic & Grease Trap Service and Cleaning, Boiler & Burner Service and Cleaning, and OT/PT Services to the full Board for approval.</p> <p>Motion seconded by Mr. Helmus.</p> <p>Motion passed unanimously.</p> <p>F. Food and Nutrition Services – Exhibit C</p> <ol style="list-style-type: none"> 1. Healthy Food Certification Statement 2. Food Certification Exemptions for School Fundraisers 3. Beverage Certification Exemptions <ul style="list-style-type: none"> • Mrs. Faulenbach said this is an annual certification and the motion requires very specific language. It is a procedural requirement of local Boards who participate in the program. <p>Mr. Helmus moved to bring Food and Nutrition Services - Exhibit C to the full Board for approval.</p> <p>Motion seconded by Mr. O'Brien.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the bid awards for Septic & Grease Trap Service and Cleaning, Boiler & Burner Service and Cleaning, and OT/PT Services to the full Board for approval.</p> <p>F. Food and Nutrition Services – Exhibit C</p> <ol style="list-style-type: none"> 1. Healthy Food Certification Statement 2. Food Certification Exemptions for School Fundraisers 3. Beverage Certification Exemptions <p>Motion made and passed unanimously to bring Food and Nutrition Services - Exhibit C to the full Board for approval.</p>
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<p>G. Food and Nutrition Services Dietician</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said this request will be funded from the self-sustaining Food and Nutrition Services budget, not from the operating budget. • Mrs. Sullivan said there is a need for this position, most specifically due to student meal accommodations. More than 8% of the NMPS student population have allergies, intolerances or diabetics which must be addressed. They get many special diet inquiries from parents. This would provide a central person to handle that. In addition, she would like to expand the Farm to School Program, search out grant funding opportunities and provide nutrition education and promotional events for healthy eating. • Mrs. Sullivan said they have a consistent positive fund balance to support this position as well as investments in capital improvements. • Mrs. Faulenbach noted the job description is robust and she asked Mrs. Sullivan if she thought there would be a candidate pool to support it. Mrs. Sullivan said she does think there will be. • Mr. Giovannone noted that the position is non-bargaining unit so will not require any negotiations. • Mr. Hansell asked if the Farm to School Program would include any student work on the farms. Mrs. Sullivan said not at this time, it is solely for local outreach for products. <p>Mr. Hansell moved to bring the request for a Food and Nutrition Services Dietician to the full Board for approval.</p> <p>Motion seconded by Mr. O'Brien.</p> <p>Motion passed unanimously.</p>	<p>G. Food and Nutrition Services Dietician</p> <p>Motion made and passed unanimously to bring the request for a Food and Nutrition Services Dietician to the full Board for approval.</p>
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<p>H.</p>	<p>2021-22 Operating End of Year Expenditures</p> <ul style="list-style-type: none"> • Mr. Giovannone said these requests represent a small percentage of the end of year balance but will allow us to get a head start on some capital projects. • Mrs. Fauelmbach said this is the first time the Board has seen the piano request brought forward. She asked when the last time this was done. • Ms. Rosen said she did not believe they had been replaced before. The new grand piano has an expected life span of 30-40 years; the electronic pianos for the practice rooms should last 7-10 years. • Mr. Hansell asked about what will happen to the old ones. Ms. Rosen said the smaller ones have no value and the vendor will take them away. There will be a \$4,000 credit given for the bigger one. • Mr. Giovannone said they will be adding a refresh phase-in for the pianos to the capital plan. He said the same will be done for the auditorium request. • Mr. O'Brien asked if the replacement mower requested is the same kind as what we have now. Mr. Cunningham said it is. • Mr. Cunningham said they have been chipping away at the SNIS flooring over the years a little at a time. It is a problem from the original installation. This request will allow for completion of three classrooms. Mr. O'Brien asked how many are left. Mr. Cunningham said he will check but he thinks there are many. • Mr. Cunningham said the fencing request will allow for more security to the area and prevent damage. • Mrs. Faulenbach said she thought the request was on the low side to be frank. Historically, more capital projects have been requested when able with year end balance to avoid having to go through the lengthy approval process from capital reserve. 	<p>H. 2021-22 Operating End of Year Expenditures</p>
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	<ul style="list-style-type: none"> • Mr. Giovannone said these and other possible projects are under the time constraint of June 30 completion and supply chain issues. • Mrs. Faulenbach noted that the Board may make other motions regarding designation of capital reserve in June. <p>Mr. O'Brien moved to bring the 2021-22 Operating End of Year Expenditures request to the full Board for approval.</p> <p>Motion seconded by Mr. Hansell.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the 2021-22 Operating End of Year Expenditures request to the full Board for approval.</p>
4.	<p>Items of Information</p> <p>A. Excess Cost</p> <ul style="list-style-type: none"> • Mr. Giovannone said we are still waiting on the second payment. <p>B. Excel Teacher (0.5) at HPS</p> <ul style="list-style-type: none"> • Mr. Giovannone said the provided memo captures this request which will be funded through ESSER. It also details a possible need to come at NES. • Mrs. Olson said it will depend on referrals. • Mr. Hansell asked if there was any way to repurpose other ESSER funds that might not be directly related to educating students, such as the School Based Health Centers (SBHCs), to the NES position. • Ms. Adams said the grant required percentages to be allocated to different areas and SBHCs are in a different allocation category. This cannot be shifted to another category. <p>C. Updated 5 Year Capital Plan</p> <ul style="list-style-type: none"> • Mr. Giovannone said this is an updated plan from the last time the Board saw it at budget time. Revisions are color coded. The thought is 	<p>Items of Information</p> <p>A. Excess Cost</p> <p>B. Excel Teacher (0.5) at HPS</p> <p>C. Updated 5 Year Capital Plan</p>

	<p>to bring it forward in June for a motion to withdraw from capital reserve.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach noted that the capital plan request for 2022-23 is for \$1.7 million which would leave approximately \$700,000 in capital reserve from any other needs, such as turf field and SPP insurance. • Mr. Helmus noted that the total could be spent very quickly. <p>D. SPP Insurance Rates</p> <ul style="list-style-type: none"> • Mr. Giovannone said projections came in higher than projected by approximately \$201,000. No changes are recommended to the budget at this time as this is trend data and not actual claims. <p>E. Food and Nutrition Services Supply Chain Assistance Funds</p> <ul style="list-style-type: none"> • Mr. Giovannone said this is not a grant technically but the funding will come back locally and be deposited into the Food Service Fund. • Mrs. Sullivan noted this is the first time this has been offered and relates to supply chain disruptions and increased costs. • Mr. O'Brien asked a general question about budget exposure due to increased energy costs. • Mr. Giovannone said they built in a substantial increase for electricity next year and the other fuel costs are locked in contracts in conjunction with the Town. 	<p>D. SPP Insurance Rates</p> <p>E. Food and Nutrition Services Supply Chain Assistance Funds</p>
5.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	Public Comment
6.	Adjourn	Adjourn

	Mr. Hansell moved to adjourn the meeting at 8:55 p.m. seconded by Mr. O'Brien, and passed unanimously.	Motion made and passed unanimously to adjourn the meeting at 8:55 p.m.
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Respectfully submitted:



Wendy Faulenbach, Chairperson
Operations Sub-Committee