

**New Milford Board of Education
Meeting Minutes
February 20, 2024
Sarah Noble Intermediate School Library Media Center**

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TOWN CLERK
2024 FEB 22 P 3:16
NEW MILFORD, CT.

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| Present: | Mrs. Wendy Faulenbach, Chairperson Mrs. Tammy McInerney Mr. Brian McCauley Mrs. Leslie Sarich Mr. Eric Hansell Mr. Dean Barile Mrs. Sarah Herring |
| Absent: | Mr. Tom O'Brien |

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| Also Present: | Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Matthew Cunningham, Facilities Director Mr. Jeffrey Turner, Technology Director Mrs. Teresa Kavanagh, Director of Human Services Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Anthony Giovannone, Director of Fiscal Services and Operations Ms. Naomi Post, Student Representative Mr. Antonio Caldareri, Student Representative |
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| 1. | A. | Call to Order Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 7:00 pm by Mrs. Wendy Faulenbach, Chairperson. The Pledge of Allegiance immediately followed the call to order. | Call to Order Pledge of Allegiance |
| 2. | A. | Public Comment Jim King of 5 Tory Lane stated he is a parent of a former NMHS student that was in band and a current student, also in band. He invited the board, and anyone interested to attend the Annual Winter Home Show on March 9, 2024 at 2:00pm. Mr. King stated he will email details for the event tomorrow and invites everyone to attend. | Public Comment |
| 3. | | IDEAL EMPLOYEE RECOGNITION Dr. Parlato stated, unfortunately, Ms. Christy Martin could not be in attendance. Ms. Hollander took a few moments to speak about Ms. Martin. Ms. Hollander stated she is a strong leader that strives to | IDEAL EMPLOYEE RECOGNITION |

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| | <p>follow the four pillars of the district: Focus, Heart, Collaboration, and Creativity. Her rules and expectations are clear. She creates a community, and her creativity is demonstrated by how she can reach all her students. Ms. Martin is one to let others shine and supports them from behind the scenes. Ms. Hollander thanked Ms. Martin for all she does for the community.</p> | |
| 4. | <p>RETIREE RECOGNITION Dr. Parlato stated Mr. Joe Neff has retired after 43 years service. He began as the Industrial Arts teacher in 1980 and eventually went on to be part of the Adult Education program as well. He taught woodworking as well as computer aided design. He served as the football and wrestling coach. Mr. Neff’s instruction was individualized and ensured students had real world connections. Dr. Parlato thanked Mr. Neff for his 43 years of service.</p> | <p>RETIREE RECOGNITION</p> |
| 5. | <p>PTO REPORT Ms. Byrd stated Hill and Plain and Northville are planning Read Across America Day. Hill and Plain is doing a week long readathon. SMS had a wonderful experience with their 8th grade dance. The high school is busy rescheduling Battle of the Bands.</p> | <p>PTO REPORT</p> |
| 6. | <p>STUDENT REPRESENTATIVES REPORT Mr. Caldareri stated Northville did halfway Hawaiian Day. Kindergarteners dressed like they were 100 for the 100th day of school. First graders dressed up as dalmatians for the 101 day of school. February is Dental Health Month and students learned to care for their teeth. The Lions Club is coming in to test students' eyes. Hill and Plain wrapped up their Kids Heart Challenge, students and staff learned to care for hearts and minds. They also collected hats, mittens and socks to donate to New Milford Social Services. PTO hosted a family Art Night. Hill and Plain also celebrated the 100th day of school by dressing up like they were 100 years old.</p> | <p>STUDENT REPRESENTATIVES REPORT</p> |

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| | | <p>Ms. Post stated SNIS had a successful math night. There were demonstrations and people were able to tour through student projects. SNIS also participated in Jump Rope for Heart, raising over \$8,000 for the American Heart Association. NMHS had a blood drive and Thursday the jazz band and chorus have a concert. Several students have been recognized, including Brandon Zhang, who was named a National Merit Finalist.</p> | |
| 7. | A. | <p>APPROVAL OF MINUTES Approval of the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Regular Meeting Minutes December 19, 2023 2. Annual Meeting Minutes December 19, 2023 <p><i>Mr. Hansell moved to approve the Regular Meeting Minutes December 19, 2023. Seconded by Mrs. Sarich. Vote passed unanimously.</i></p> <p><i>Mrs. Sarich moved to approve the Annual Meeting Minutes December 19, 2023. Seconded by Mr. Hansell. Vote passed unanimously.</i></p> | <p>APPROVAL OF MINUTES A. Approval of the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Regular Meeting Minutes December 19, 2023 2. Annual Meeting Minutes December 19, 2023 <p>Motion made and passed to approve the Regular Meeting Minutes December 19, 2023.</p> <p>Motion made and passed to approve the Annual Meeting Minutes December 19, 2023.</p> |
| 8. | | <p>SUPERINTENDENT’S REPORT Dr. Parlato stated she shared her presentation, “Review of Student Performance Topics” earlier. Tomorrow marks her first year being with the district and she thanked the board, staff, and community for its support.</p> | <p>SUPERINTENDENT’S REPORT</p> |
| 9. | A. | <p>SUBCOMMITTEE REPORTS Policy Mrs. Sarich stated the subcommittee is moving along to update, delete or combine policies. The goal is to cut down on how many there are and ensure all policies are up to date.</p> | <p>SUBCOMMITTEE REPORTS A. Policy</p> |

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| | <p>B. Committee on Learning Mrs. McInerney stated there are curricula on the agenda and several course proposals. The SMS course selection is being modeled so students have a choice and can personalize their courses. There will be no additional hires in the 24-25 adopted budget for these courses. Some have already been approved and some are coming up for approval. Ms. Hollander will walk through Science of Reading. The district is seeing growth in student performance. The New Milford Units of Study will continue as planned, and is being revised. On March 21st the district is planning Family Literacy Night.</p> <p>C. Facilities <i>Mr. O'Brien was not in attendance.</i></p> <p>D. Operations Mr. Hansell stated the expenditures are on track. They had bids for speakers for the theater and stadium.</p> | <p>B. Committee on Learning</p> <p>C. Facilities</p> <p>D. Operations</p> |
| <p>10.</p> | <p>BOARD CHAIRMAN'S REPORT Mrs Faulenbach stated subcommittee chairs have changed and thanked all that have taken their new roles. Mrs. Faulenbach thanked Mr. McCauley for all his years on the Facilities subcommittee and all the prior subcommittee chairs. The Board has passed the budget and sent it on to the town. The mayor's budget has not amended the Board's recommended request, and they will be presenting it to Town Council and Board of Finance (BOF) on February 29th at 7:00pm. Mrs. Faulenbach encourages board members and the public to attend. It then goes into the regular budget format: on to the Board of Finance and the referendum.</p> <p>The board negotiations subcommittee will begin negotiations with three bargaining units for this year. Mrs. Faulenbach thanked Mr. Hansell, Mrs. Sarich, and noted she is also part of that subcommittee, for putting in that time. Dr. Parlato has opened up the opportunity to have town leaders</p> | <p>BOARD CHAIRMAN'S REPORT</p> |

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| | | come into the schools. The student performance workshop earlier is a continuation of getting the information about the schools out there to the public. | |
| 11. | <p>A. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated January 31, 2024 2. Purchase Resolution: D-779 3. Request for Budget Transfers <p>Mr. Giovannone stated there are no budget transfers. Mrs. Faulenbach reiterated she will follow up with the town regarding the \$100,000 turf field contribution.</p> <p><i>Mr. Hansell moved to approve monthly reports: Budget Position dated 01/31/24; Purchase Resolution: D-779; and Request for Budget Transfers. Seconded by Mrs. Sarich. Vote passed unanimously.</i></p> <p>B. Bid Awards</p> <ol style="list-style-type: none"> 1. Bid Award RFP E-2324-006 -NMHS Stadium Speakers 2. Bid Award RFP E-2324-007 -NMHS Theatre Speakers <p>No Discussion.</p> <p><i>Mrs. Sarich moved to approve the Bid Awards: RFP E-2324-006 -NMHS Stadium Speakers; RFP E-2324-007 -NMHS Theatre Speakers. Seconded by Mr. Hansell. Vote passed unanimously.</i></p> <p>C. Policies Recommended for Approval:</p> <ol style="list-style-type: none"> 1. 6160 Parent and Family Engagement Policy for Title I Students | <p>DISCUSSION AND POSSIBLE ACTION</p> <p>A. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated January 31, 2024 2. Purchase Resolution: D-779 3. Request for Budget Transfers <p>Motion made to approve monthly reports: Budget Position dated 01/31/24; Purchase Resolution: D-779; and Request for Budget Transfers. Motion passed unanimously.</p> <p>B. Bid Awards</p> <ol style="list-style-type: none"> 1. Bid Award RFP E-2324-006 -NMHS Stadium Speakers 2. Bid Award RFP E-2324-007 -NMHS Theatre Speakers <p>Motion made to approve Bid Awards: RFP E-2324-006 -NMHS Stadium Speakers; RFP E-2324-007 -NMHS Theatre Speakers. Vote passed unanimously.</p> <p>C. Policies Recommended for Approval:</p> <ol style="list-style-type: none"> 1. 6160 Parent and Family Engagement | |

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| | <p>No Discussion.</p> <p><i>Mrs. McInerney moved to approve the Policies Recommended for Approval. Seconded by Mr. McCauley. Vote passed unanimously.</i></p> <p>D. Policies Recommended for Initial Reading</p> <ol style="list-style-type: none"> 1. 2500 Policy Regarding Retention and Disposition of Records and Information 2. 4118.6 Policy Regarding Employee Use of the District’s Computer Systems and Electronic Communications 3. 5131 Student Discipline 4. 5131.81 Use of Private Technological Devices by Students 5. 5131.9 Policy Regarding Student’s Use of District Computers Systems and Internet Safety 6. 6141 Policy Addressing Enrollment in Advanced Course or Program and Challenging Curriculum 7. 6144 Equitable Identification of Gifted and Talented Students <p>No Discussion.</p> <p>E. Policies Recommended for Deletion.</p> <ol style="list-style-type: none"> 1. 6171.41 Title I Programs 2. 6141.7 Policy Addressing Enrollment in Advanced Course or Program and Challenging Curriculum | <p>Policy for Title I Students</p> <p>Motion made to approve Policies Recommended for Approval. Motion passed unanimously.</p> <p>D. Policies Recommended for Initial Reading</p> <ol style="list-style-type: none"> 1. 2500 Policy Regarding Retention and Disposition of Records and Information 2. 4118.6 Policy Regarding Employee Use of the District’s Computer Systems and Electronic Communications 3. 5131 Student Discipline 4. 5131.81 Use of Private Technological Devices by Students 5. 5131.9 Policy Regarding Student’s Use of District Computers Systems and Internet Safety 6. 6141 Policy Addressing Enrollment in Advanced Course or Program and Challenging Curriculum 7. 6144 Equitable Identification of Gifted and Talented Students <p>E. Policies Recommended for Deletion</p> <ol style="list-style-type: none"> 1. 6171.41 Title I Programs 2. 6141.7 Policy Addressing Enrollment in Advanced Course or |
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| | <p>Mrs. McInerney stated the policies are not being removed, but have been captured elsewhere.</p> <p><i>Mrs. McInerney moved to approve Policies Recommended for Deletion. Seconded by Mr. McCauley. Vote passed unanimously.</i></p> <p>F. Curriculum</p> <ol style="list-style-type: none"> 1. AP Government 2. AP Psychology 3. Advanced Chorus Honors 4. Criminal Justice 5. Kindergarten Health 6. Grade 1 Health 7. Grade 2 Health 8. Grade 3 Health 9. Grade 4 Health 10. Grade 5 Health 11. Introduction to Business 12. Russian Studies Honors <p>Mr. Barile stated he was concerned about one of the textbooks assigned for the AP Government course. He felt there were biases and positions taken in the book. He hopes the teachers communicate to students that even authors have opinions and it's okay to question that. Mrs. Faulenbach stated if board members want to review a book, she encourages them to do so.</p> <p><i>Mr. McCauley moved to approve the above Curricula. Seconded by Mrs. McInerney. Vote passed unanimously.</i></p> <p>G. Course Proposals</p> <ol style="list-style-type: none"> 1. Art Appreciation 2. Basic Life Support in CPR/AED/First Aid 3. Explorations in Science 4. French IV/V College Prep 5. Concert Chorus 6. Exercise Physiology | <p>Program and Challenging Curriculum</p> <p>Motion made to approve Policies Recommended for Deletion. Motion passed unanimously.</p> <p>F. Curriculum</p> <ol style="list-style-type: none"> 1. AP Government 2. AP Psychology 3. Advanced Chorus Honors 4. Criminal Justice 5. Kindergarten Health 6. Grade 1 Health 7. Grade 2 Health 8. Grade 3 Health 9. Grade 4 Health 10. Grade 5 Health 11. Introduction to Business 12. Russian Studies Honors <p>Motion made to approve the above Curricula. Motion passed unanimously.</p> <p>G. Course Proposals</p> <ol style="list-style-type: none"> 1. Art Appreciation 2. Basic Life Support in CPR/AED/First Aid 3. Explorations in Science 4. French IV/V College Prep 5. Concert Chorus |
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| | <p>7. Nutrition and Wellness 8. PE Boot Camp</p> <p>Mrs. Sarich asked if there is an existing CPR course. Ms. Hollander stated yes, but this one is a continuation.</p> <p><i>Mr. McCauley moved to approve the above Course Proposals. Seconded by Mrs. Sarich. Vote passed unanimously.</i></p> | <p>6. Exercise Physiology 7. Nutrition and Wellness 8. PE Boot Camp</p> <p>Motion made to approve the above Course Proposals. Motion passed unanimously.</p> |
| <p>12.</p> | <p>ITEMS OF INFORMATION</p> <p>A. Regulation Updates</p> <ol style="list-style-type: none"> 1. 2500 R Administrative Regulations Regarding Retention and Disposition of Records and Information 2. 4118.6 R Administrative Regulations Regarding Employee Use of the District's 4218.6 R Computer Systems and Electronic Communications 3. 5118.1 R Administrative Regulations Regarding Homeless Children and Youth 4. 5131 R Administrative Regulations Regarding Student Discipline 5. 5131.9 R Administrative Regulations Regarding Student's Use of the District's Computer Systems and Internet Safety 6. 6141 R Administrative Regulations Regarding Enrollment in Advance Course or Program and Challenging Curriculum <p>Mrs. Faulenbach stated the board does not approve regulations. Regulations drive the policies, which the board adopts.</p> | <p>ITEMS OF INFORMATION</p> <p>A. Regulation Updates</p> <ol style="list-style-type: none"> 1. 2500 R Administrative Regulations Regarding Retention and Disposition of Records and Information 2. 4118.6 R Administrative Regulations Regarding Employee Use of the District's 4218.6 R Computer Systems and Electronic Communications 3. 5118.1 R Administrative Regulations Regarding Homeless Children and Youth 4. 5131 R Administrative Regulations Regarding Student Discipline 5. 5131.9 R Administrative Regulations Regarding Student's Use of the District's Computer Systems and Internet Safety 6. 6141 R Administrative Regulations Regarding Enrollment in Advance |

| | | Course or Program and Challenging Curriculum |
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| | <p>B. Employment Report Mrs. Kavanaugh stated there are 3.0 open paraprofessional positions, 3.0 food positions and 1.0 open counselor position. She has interviewed and extended an offer for the split Hill and Plain/Northville position. The STEM position is still open. The Spanish position is being backfilled mid-March.</p> <p>C. Enrollment Report - December 2023 Dr. Parlato stated the district enrollment is stable.</p> <p>D. Audit Report - June 30, 2023 Mr. Giovannone stated the major takeaway is that there are no material weaknesses. Mrs. Faulenbach, appreciated all the work. Mrs. Faulenbach asked to confirm that this is for 22/23. Mr. Giovannone stated yes.</p> <p>E. NMHS Update</p> <ol style="list-style-type: none"> 1. Roof 2. Belfor Restorations <p>Roof: Mr. Cunningham stated there is no movement between the bonding company and town. The bonding company may pursue in-field testing to see if the roof still meets the safety standards. It could be as much as 40% of the roof that is in question and it may have to be replaced. It is essential to have the warranty on the roof to get full reimbursement by the Dept. of Administrative Services. Mrs. Faulenbach stated she is having discussions with the town and will continue to bring back information to the board.</p> <p>Belfor Restorations: Mr. Cunningham stated he is waiting to do a final walkthrough with members of the high school staff, Belfor, and the town. He is hoping it will be completed by the next subcommittee meeting. Mrs. McInerney asked if Belfor was still working in the</p> | <p>B. Employment Report</p> <p>C. Enrollment Report</p> <p>D. Audit Report - June 30, 2023</p> <p>E. NMHS Update</p> <ol style="list-style-type: none"> 1. Roof 2. Belfor Restorations |

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| | <p>building. Mr. Cunningham stated they are, in the evening.</p> <p>F. Central Office Update: Mr. Cunningham stated the next phase would be to hire a company to get cost estimates for a stand alone building on the SNIS campus. Mrs. Faulenbach added that this is where we are in the project and has not heard of other options. Once gathered, that data will keep the conversation at the forefront with the town.</p> <p>Mrs. McInerney asked if the district was looking at a brick and mortar, or a prefab building. Mr. Cunningham stated prefab may be a cheaper alternative but is still expensive when you factor in the ADA, HVAC, and other requirements. Mrs. Faulenbach stated building on SNIS campus may not happen, but the project needs to move forward and it starts with getting this report and data done.</p> <p>Mr. Cunningham mentioned the district should remember it will have to do HVAC evaluations in the future, which are unfunded state mandates. Mrs. Faulenbach agreed that there are potential large building challenges. There's HVAC, Central Office, the high school roof, and then general maintenance. Mr. Cunningham stated he has done a lot to make the current Central Office space a separate location, including looking to upgrade the alarm system. Mrs. Faulenbach stated there may need to be additions to what is already in place.</p> <p>Mrs. Faulenbach asked Mr. Giovannone how much was requested for Central Office to be at SNIS. Mr. Giovannone stated it was \$150,000 and there is \$46,000 remaining. Mrs. Faulenbach stated the dollar amount used was for a short term plan. Mr. Cunningham stated he was careful not to add permanent alterations so the spaces can go back to being used as classrooms.</p> <p>Mrs. Herring asked about privacy. Dr. Parlato stated there are things she would like to see happen to add</p> | <p>F. Central Office Update</p> |
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| | <p>to the privacy.</p> <p>G. Sarah Noble Oil Tank Mr. Cunningham stated the district has brought in gas for boilers, so there is no longer a need for an oil tank on site. CT DEEP gave a Notice of Violation (NOV). Mr. Cunningham explained he had Weston and Sampson write a letter of compliance and an order of operations in reply. Since the NOV was sent to the board and him directly, he took on the project and it is no longer part of the MBC. It is now necessary to decide if the oil tank is removed or permanently closed. It will require soil sampling, and ensuring there has not been leakage.</p> <p>Mrs. Faulenbach stated the oil tank was under the purview of MBC; they and the town are aware of the NOV. The town had set aside funds for MBC to handle the project, and these funds are now available to the Board. This will not be billed to the taxpayer.</p> <p>Mr. Barile asked if they would be checking for remediation first. Mr. Cunningham stated yes, the oil will first be removed, then an RFP will need to be done for sampling. Next phase would be to get options for removing the tank or abandoning it in place.</p> <p>Mr. Hansell stated that there should not be any surprises since they are working with Mr. Healy and town. Mr. Cunningham stated he feels good about it and with the fact they are working with Weston and Sampson.</p> <p>H. Training Mr. Cunningham stated Facilities did OSHA 10 training for the grounds and maintenance crew. He wanted to do it because of a liability standpoint and for their personal protection, since they are using large equipment. The staff was receptive. It was a series of professional development seminars that he would like to continue to do.</p> | <p>G. Sarah Noble Oil Tank</p> <p>H. Training</p> |
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| | <p>I. Field Trip Report No Discussion</p> <p>J. Gifts and Donations No Discussion</p> <p>K. February Fundraising Report Dr. Parlato stated it is a mix of scholarships and charitable activities.</p> <p>L. Schaghticoke Middle School Course Selection Ms. Hollander stated Mrs. Scoralick explained in the COL meeting that she is looking for students to be able to make choices in their schedule.</p> <p>M. Science of Reading Update Dr. Parlato stated there is a possibility the state will consider the waiver applications for towns that were originally denied. Ms. Hollander added, especially for those creating their own curriculum. Dr. Parlato noted the district met with many people to try and make that happen</p> | <p>I. Field Trip Report</p> <p>J. Gifts and Donations</p> <p>K. February Fundraising Report</p> <p>L. Schaghticoke Middle School Course Selection</p> <p>M. Science of Reading Update</p> |
| <p>13.</p> | <p>A. DISCUSSION AND POSSIBLE ACTION Mid-year review of Superintendent performance goals. Executive session anticipated.</p> <p><i>Mr. McCauley moved to enter into Executive Session to discuss the mid-year review of Superintendent performance goals and further moved that the Board invite into the session Superintendent Dr. Janet Parlato. Seconded by Mr. Hansell. Vote passed unanimously.</i></p> <p><i>The Board entered Executive Session at 7:50pm.</i></p> <p><i>The Board returned from Executive Session at 8:32pm.</i></p> | <p>DISCUSSION AND POSSIBLE ACTION A. Mid-year review of Superintendent performance goals. Executive session anticipated.</p> <p>Motion made to enter into Executive Session to discuss the mid-year review of Superintendent performance goals and further moved that the Board invite into the session Superintendent Dr. Janet Parlato. Motion passed unanimously.</p> |
| <p>14.</p> | <p>ADJOURN</p> | <p>ADJOURN</p> |

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| | <i>Mr. McCauley moved to adjourn the meeting at 8:32 p.m. Seconded by Mr. Barile. Vote passed unanimously.</i> | Motion made to adjourn the meeting at 8:32 p.m. Motion passed unanimously. |
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Respectfully submitted:



Tammy McInerney
Secretary
New Milford Board of Education