

**New Milford Board of Education
Meeting Minutes
December 17, 2024
Sarah Noble Intermediate School Library Media Center**

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2024 DEC 19 P 1:00 1

NEW MILFORD, CT

Present:	Mrs. Leslie Sarich, Chairperson Mr. Eric Hansell Mrs. Tammy McInerney Mrs. Sarah Herring Mrs. Wendy Faulenbach Mr. Tom O'Brien Mr. Brian McCauley Mr. Randall Scofield <i>via phone</i>
Absent:	Mr. Dean Barile

Also Present:	Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Jeffrey Turner, Director of Technology Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Matthew Cunningham, Facilities Director Mrs. Teresa Kavanagh, Director of Human Services Mr. Antonio Caldareri, Student Representative Ms. Penelope Morrissey, 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. Leslie Sarich, Chairperson. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	A.	Public Comment There was none.	Public Comment
3.		PTO REPORT Mrs. Lang, Hill & Plain School (HPS) PTO President, stated all elementary schools had holiday shops for students to purchase gifts, as well as a hot cocoa and holiday treat bar for staff. HPS recently received grants for first grade classrooms to purchase intentional play items. Kindergarten changed their annual gingerbread house craft to a	PTO REPORT

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		new craft because of recent food guidelines. HPS is planning to book Playful Engineers. There will be a Bash the Trash in April for Earth Day. HPS recently had Parent’s Night Out, which gave parents a chance to have a date night and do some holiday shopping. There will be a Family Fun Night in January with Mommy’s Board Silly, and the HPS garden is making great progress.	
4.		STUDENT REPRESENTATIVE’S REPORT Mr. Caldareri stated Sarah Noble Intermediate School had seven concerts and a holiday store. Northville Elementary School had Grinch Day, Ugly Sweater Day, and Pajama Day. They have also been busy working on phonics skills, reading, writing, and math. Hill & Plain School had teacher authors read their books to students. They thanked Mrs. Kelly for her help. Ms. Morrissey stated Schaghticoke Middle School had their first staff vs. student volleyball game. They had chorus concerts and Color Wars. New Milford High School had their talent show as well as band, orchestra, and advanced chorus concerts.	STUDENT REPRESENTATIVE’S REPORT
5.	A.	APPROVAL OF MINUTES Approval of the following Board of Education Meeting Minutes: 1. Regular Meeting Minutes November 19, 2024 <i>Mr. O’Brien moved to approve the Regular Meeting Minutes, November 19, 2024. Seconded by Mr. McCauley. Motion passed unanimously.</i>	APPROVAL OF MINUTES A. Approval of the following Board of Education Meeting Minutes: 1. Regular Meeting Minutes November 19, 2024 Motion made and passed to approve the Regular Meeting Minutes November 19, 2024.
6.		SUPERINTENDENT’S REPORT Dr. Parlato stated the work of the school district comes to a halt in a time of tragedy. Dr. Parlato expressed her sincere condolences to Will Neeb’s family, friends, staff, and all who loved him. There are hard days ahead as we come to terms with the loss of Will. Dr. Parlato stated she encourages staff and students to reach out and thanked the New	SUPERINTENDENT’S REPORT

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		<p>Milford Police Department. There is a vigil being organized and details will be announced.</p> <p>Dr. Parlato concluded her report stating everyone is looking forward to the holiday break as we finish the last week of school. Mrs. Sarich added the board members send their condolences to Will's family and friends.</p>	
7.		<p>BOARD CHAIRMAN'S REPORT No discussion.</p>	<p>BOARD CHAIRMAN'S REPORT</p>
8.	<p>A. Policy Mrs. Sarich stated there are a few policies for first read from the 5000 series.</p> <p>B. Committee on Learning Mrs. McInerney stated the meeting on December 3rd was cancelled due to weather and possible lack of a quorum. Important information was moved to tonight's meeting.</p> <p>C. Facilities Mr. O'Brien stated there are three items on the agenda to discuss tonight.</p> <p>D. Operations Mr. Hansell stated Mr. Giovannone will review everything.</p>	<p>SUBCOMMITTEE REPORTS</p> <p>A. Policy</p> <p>B. Committee on Learning</p> <p>C. Facilities</p> <p>D. Operations</p>	
9.	<p>A. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated November 30, 2024 2. Purchase Resolution: D-789 3. Request for Budget Transfers <p>No discussion.</p>	<p>DISCUSSION AND POSSIBLE ACTION</p> <p>A. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated November 30, 2024 2. Purchase Resolution: D-789 3. Request for Budget Transfers 	

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	<p><i>Mr. Hansell moved to approve the Budget Position dated November 30, 2024; Purchase Resolution D-789; and Request for Budget Transfers. Seconded by Mr. McCauley. Motion passed unanimously.</i></p> <p>B. Policy for First Review</p> <ol style="list-style-type: none"> 1. 5000 Non-Discrimination (Students) 2. 5111 Student Attendance, Truancy and Chronic Absenteeism 3. 5131 Student Discipline 4. 5142 Administration of Student Medications in Schools 5. 5145.45 Students and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 6. 5165 Graduation Requirements <p>Mr. Hansell suggested enabling tracking changes when sending out updated documents to help avoid going through large documents for a few small changes. Mrs. McInerney agreed with the suggestion stating it would be good to have a side-by-side comparison unless a policy is completely rewritten. Dr. Parlato added that Shipman & Goodwin has an explanation in red text at the top of the revised policy page to try and accomplish that, but can also look into tracking changes.</p> <p>C. Board Bylaw for First Read:</p> <ol style="list-style-type: none"> 1. 9005 Official Duties—Assistant Secretary <p>Mrs. McInerney stated she is glad to see this added as a policy.</p> <p>D. Policy Recommended for Deletion Upon Approval of Policy 5131 in Item A</p> <ol style="list-style-type: none"> 1. 5114 Removal/Suspensions/Expulsions 	<p>Motion made to approve the Budget Position dated November 30, 2024; Purchase Resolution D-789; and Request for Budget Transfers. Motion passed.</p> <p>B. Policies for First Review</p> <ol style="list-style-type: none"> 1. 5000 Non-Discrimination (Students) 2. 5111 Student Attendance, Truancy and Chronic Absenteeism 3. 5131 Student Discipline 4. 5142 Administration of Student Medications in Schools 5. 5145.45 Students and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 6. 5165 Graduation Requirements <p>C. Board Bylaw for First Read:</p> <ol style="list-style-type: none"> 1. 9005 Official Duties—Assistant Secretary <p>D. Policy Recommended for Deletion Upon Approval of Policy 5131 in Item A</p> <ol style="list-style-type: none"> 1. 5114 Removal/Suspensions/Ex
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	<p>E. Acceptance of New Milford High School Roof Project Completion</p> <p>Dr. Parlato explained this item is on the agenda because part of the requirements in filing with the Department of Administrative Services is they want to see the minutes where the Board of Education has accepted the roof project as complete. Also included is the warranty.</p> <p><i>Mr. O'Brien moved to approve the Acceptance of New Milford High School Roof Project Completion. Seconded by Mr. McCauley. Motion passed unanimously.</i></p> <p>F. Adult Education Evaluation</p> <p>Ms. Hollander stated adult education, like the day school, has an evaluation process for its teachers. Ms. Hollander explained that herself, Mrs. Martin and Mrs. Boswell work hard to align those processes. Many adult education teachers are also day teachers. This is modeled after the professional learning model and focuses on explicit instruction, giving teachers professional learning and resources.</p> <p><i>Mrs. McInerney moved to approve the Adult Education Evaluation. Seconded by Mr. McCauley. Motion passed unanimously.</i></p> <p>G. Five Year Curriculum Plan</p> <p>Ms. Hollander stated there are steps to make sure our curriculum is current and we have a clear process in place. There is a chart for what is coming and what is revised. The curriculum writing process will begin in January. The call to who would like to participate has happened and they are getting a lot of interest. Mrs. McInerney stated this is a lot of work. It is a fluid process and new courses could be proposed and, if approved, added to the plan. Ms. Hollander went through a comprehensive audit to</p>	<p>pulsions</p> <p>E. Acceptance of New Milford High School Roof Project Completion</p> <p>Motion made to approve the Acceptance of New Milford High School Roof Project Completion. Motion passed.</p> <p>F. Adult Education Evaluation</p> <p>Motion made to approve the Adult Education Evaluation. Motion passed.</p> <p>G. Five Year Curriculum Plan</p>
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	<p>make sure the courses of study are up to date. Dr. Parlato stated there are a number of districts who do not document curriculum as well as we do.</p> <p><i>Mrs. McInerney moved to approve the 5 Year Curriculum Plan. Seconded by Mr. Hansell. Motion passed unanimously.</i></p>	<p>Motion made to approve the 5 Year Education Plan. Motion passed.</p>
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<p>10.</p>	<p>ITEMS OF INFORMATION</p> <p>A. Items of Information</p> <ol style="list-style-type: none"> 1. 5000 R Administrative Regulations Regarding Non-Discrimination (Students) 2. 5111R Administrative Regulations Regarding Student Attendance, Truancy and Chronic Absenteeism 3. 5131 R Administrative Regulations Regarding Alternative Educational Opportunities for Expelled Students 4. 5145.45 R Administrative Regulations Regarding Students and Section 504 of The Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 <p>No discussion.</p> <p>B. Employment Report December 2024 Mrs. Kavanaugh stated they have hired new paras with two offers this week. This will be reflected in the next report. Stewart Day is retiring after 43 years</p>	<p>ITEMS OF INFORMATION</p> <p>A. Items of Information</p> <ol style="list-style-type: none"> 1. 5000 R Administrative Regulations Regarding Non-Discrimination (Students) 2. 5111R Administrative Regulations Regarding Student Attendance, Truancy and Chronic Absenteeism 3. 5131 R Administrative Regulations Regarding Alternative Educational Opportunities for Expelled Students 4. 5145.45 R Administrative Regulations Regarding Students and Section 504 of The Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 <p>B. Employment Report December 2024</p>
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	<p>with New Milford. Mrs. Herring asked about new hires being brought in at a step higher than the number of years of experience and what is the reason, specifically for social workers. Mrs. Kavanaugh stated it could happen in an area of subject shortage. Dr. Parlato added, as an example, someone who has certified service and other additional experience of service. They could have 9-10 years experience working, but not be licensed.</p> <p>C. Enrollment Report - December 2, 2024 Dr. Parlato stated there is not a lot of variation month to month. Each school is close to projected. Kindergarten is an outlier because of the new legislation.</p> <p>D. Northville Elementary School Roof Mr. Cunningham stated a study was done to provide cost estimates. The estimates vary from \$4,000,000 to \$4,700,000. The town will try and put this into the bonding cycle and it is currently in their hands.</p> <p>E. Sarah Noble Intermediate School HVAC RFP Mr. Cunningham stated he understands the system struggles on higher dew point days. An RFP is out and the bids will speak to how these firms would administer updates. The district has received three submissions. There will be an interview process to find out if there is a way we can get the humidity down in the hotter months. It's understood there are a few classrooms struggling, and we're trying to create a better environment for those months.</p> <p>F. District Wide HVAC Evaluations Mr. Cunningham stated all five schools are complete. Deficiencies were found at the two elementary schools, including the rooftops. In the coming months, we will use the information we have and submit it to the state through a questionnaire. This can be used for future grant requests and can evolve into future HVAC projects. Mrs. Herring asked if the improvements are prioritized. Mr.</p>	<p>C. Enrollment Report - December 2, 2024</p> <p>D. Northville Elementary School Roof</p> <p>E. Sarah Noble Intermediate School HVAC RFP</p> <p>F. District Wide HVAC Evaluations</p>
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	<p>Cunningham stated yes, this will help decide if we want to include things like air conditioning in places like the gymnasium. There are several buildings where the district would like to see improvements. Mr. O'Brien added, in the study, Mr. Cunningham has highlighted what he feels are our priorities. Mr. Cunningham stated a lot of the leg work is measurements. So now when we do a project, it will be easier to give an engineer specifics. Mr. O'Brien asked if the HVAC grant is in limbo. Dr. Parlato stated we are waiting for the third round. Mr. Cunningham noted that the work that has been done is grandfathered in for a period of time and we can submit the information when the opportunity for the grant comes around again.</p> <p>G. Field Trip Report Dr. Parlato stated there are classic field trips happening such as trips to the Bronx Zoo, etc.</p> <p>H. Gifts and Donations Dr. Parlato stated we were fortunate to receive a grant from the Battell-Stoeckel Music Trust. The district is thankful to that trust for their generosity. With the funds, we will be able to purchase violins, flutes, trumpets, and an alto saxophone.</p>	<p>G. Field Trip Report</p> <p>H. Gifts and Donations</p>
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<p>11.</p>	<p>DISCUSSION AND POSSIBLE ACTION</p> <p>A. Discussion and possible action concerning proposed collective bargaining agreement between the New Milford Board of Education and the New Milford Educational Secretaries Association Chapter of Local 136, I.F.P.T.E. Executive session anticipated.</p> <p>No action was taken.</p>	<p>DISCUSSION AND POSSIBLE ACTION</p> <p>A. Discussion and possible action concerning proposed collective bargaining agreement between the New Milford Board of Education and the New Milford Educational Secretaries Association Chapter of Local 136,</p>
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	<p>B. Discussion and possible action regarding proposed memorandum of understanding between the New Milford Board of Education and the New Milford School Administrators Association regarding Director of Special Education bargaining-unit designation.</p> <p><i>Mrs. Faulenbach moved the Board of Education members enter into executive session for the discussion and possible action regarding proposed memorandum of understanding between the New Milford Board of Education and the New Milford School Administrators Association regarding Director of Special Education bargaining-unit designation. Invited into the meeting was Superintendent, Dr. Janet Parlato. Seconded by Mr. Hansell. Motion passed unanimously.</i></p> <p><i>The Board entered Executive Session at 7:33pm.</i></p> <p><i>The Board returned from Executive Session at 8:13pm.</i></p> <p><i>Mr. McCauley moved to approve the memorandum of understanding between the New Milford Board of Education and the New Milford School Administrators Association regarding the Director of Special Services and Pupil Personnel bargaining-unit designation. Seconded by Mr. Hansell. Motion passed unanimously.</i></p>	<p>I.F.P.T.E.</p> <p>B. Discussion and possible action regarding proposed memorandum of understanding between the New Milford Board of Education and the New Milford School Administrators Association regarding Director of Special Education bargaining-unit designation.</p> <p>Motion made and passed to approve the memorandum of understanding between the New Milford Board of Education and the New Milford School Administrators Association regarding the Director of Special Services and Pupil Personnel bargaining-unit designation.</p>
<p>12.</p>	<p>ADJOURN</p> <p><i>Mr. O'Brien moved to adjourn the meeting at 8:14p.m. Seconded by Mrs. McInerney. Vote passed unanimously.</i></p>	<p>ADJOURN</p> <p>Motion made to adjourn the meeting at 8:14 p.m. Motion passed unanimously.</p>

Respectfully Submitted,

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Mrs. Tammy McInerney
Secretary
New Milford Board of Education