New Milford Board of Education Regular Meeting Minutes October 18, 2022 Sarah Noble Intermediate School Library Media Center

Present: Absent:	Mrs. Wendy Faulenbach Mr. Eric Hansell Mr. Pete Helmus Mr. Brian McCauley (via google meet) Mrs. Tammy McInerney Mr. Tom O'Brien (via google meet) Mrs. Olga I. Rella Mrs. Leslie Sarich Mr. Keith A. Swanhall Jr.	RECEIVED TOWN CLERK  2022 OCT 20 A & 40 NEW MILFORD. CT
Also Present:	Dr. JeanAnn C. Paddyfote, Interim Superintenden Ms. Holly Hollander, Assistant Superintendent Mr. Matthew Cunningham, Facilities Director	t of Schools

Mr. Jeffrey Turner, Technology Director

Nicholas Carroccio, Student Representative

Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mrs. Laura Olson, Director of Pupil Personnel and Special Services

Mrs. Anne Bilko, Sarah Noble Intermediate School Principal Mrs. Gwen Gallagher, Northville Elementary School Principal

1. A.	Call to Order Pledge of Allegiance  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.	Call to Order A. Pledge of Allegiance
2.	Recognition	Recognition
A.	NMPS Stars of the Month: Claudia DeMoura, Gina Fabiano, Jaimee Keppel, Chantel Kitzke  • Dr. Paddyfote congratulated the Stars of the Month and read their nomination.	A. NMPS Stars of the Month: Claudia DeMoura, Gina Fabiano, Jaimee Keppel, Chantel Kitzke
В.	NMPS Retirees: Betsey Thibodeau, Laurie Thornton  Dr. Paddyfote congratulated Mrs. Thibodeau and Mrs. Thornton on their retirement and thanked them for their many years of service.	B. NMPS Retirees: Betsey Thibodeau, Laurie Thornton

3.	Public Comment	Public Comment
	<ul> <li>Dana O'Rourke, president of the secretaries and IT tech union, said the secretaries and technicians were an integral part of reopening the high school, performing monumental tasks in only three days. She said this deserves public recognition and she hopes that it will be remembered at negotiations time.</li> <li>Brenda Vaughey and Geri Kayfus of the Grad Party asked that the graduation date be set for the weekend to accommodate set up and volunteers for this huge endeavor.</li> </ul>	₹ 8
4.	PTO Report	PTO Report
	• Mrs. Byrd said they are hosting a Sip and Shop on November 18 at JPCC with all proceeds going to scholarships. NMHS PTO is hosting a flocking event in school and running concessions at the Homecoming dance. They are also planning penny wars. SMS is planning a Fall Festival with pie eating contest for November 5. They will be hosting the Book Fair in November. They have their own flocking event, taking place on lawns around town. A Halloween dance is planned for 8th graders at the Maxx. Grades 6 and 7 will have their dance in December. PK-5 schools are hosting many family events. Book fairs will be taking place. School stores have reopened. Donation boxes for the Santa Fund will be set up.	
5.	Student Representatives' Report	Student Representatives' Report
	<ul> <li>Nicholas Carroccio, student representative, reported on happenings in the schools.</li> <li>HPS: Students started the month off with picture day. PTO sponsored a Family Movie Night this past Friday and it was a huge success. Next week HPS celebrates Character Day. Teachers have been extremely busy administering the iReady assessment for the first time and will then review data to determine instructional</li> </ul>	

strategies to use in the classroom. The staff looks forward to being able to meet with parents at next month's conferences to provide updates for families on their child's progress in school.

- NES: Picture Day took place at the end of September. Students are completing their iReady testing this will provide teachers with diagnostic information to help instruct students. Both NES and HPS enjoyed having the Fire Marshall, Ed Pagan, and his staff meet with students during their lunch waves. The Book Character Parade will take place on October 31st. At Northville they are continuing to celebrate the students with CARES Citizen Lunch and Good News Calls. The PTO planned a wonderful family event last Friday the Spooktacular. The Unified Arts teachers are doing a Hispanic Heritage Dance with the 2nd grade this week.
- SNIS: This month saw the return of the tradition of First Friday Food Drives with many donations received. This past week, the PTO hosted the first School Store in several years; it was a big hit. This week is SNIS Pledge week. Each day staff and students focus on one attribute of our pledge to be respectful, responsible, honest, safe, and kind and what that looks like in all settings.
- SMS: This year SMS has implemented a Spirit Challenge to help promote school spirit and improve the overall climate. Students and staff compete based on their grade level/team. One big way that students and staff have been participating so far this year is through themed spirit days. Themes have included: team color day, green/white day, wear orange for bullying awareness, and sports fan day. Grade 8 students recently participated in presentations from Shepaug Agriscience and Henry Abbott Technical High School. New Milford High School will be visiting on Wednesday this week. These presentations allow our 8th grade students to learn more about the options they have for high school.
- NMHS: This is Spirit Week, with themed days and a pep rally on Friday and a Homecoming Dance on Saturday to end the week.

6.	Approval of Minutes	Approval of Minutes
A.	Approval of the following Board of Education Meeting Minutes:  1. Regular Meeting Minutes September 20, 2022  Mrs. McInerney moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes September 20, 2022, seconded by Mr. Helmus.  The motion passed unanimously.	A. Approval of the following Board of Education Meeting Minutes:  1. Regular Meeting Minutes September 20, 2022  Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes September 20, 2022.
7.	Superintendent's Report	Superintendent's Report
	<ul> <li>Dr. Paddyfote said there are several new fundraisers this month.</li> <li>There are three at NMHS: GAPP Coffee Bean Sale to raise money for a trip to Germany; FHS STAR project to collect and distribute winter boots and books and a Crepe fundraiser for Scholarships and a France trip.</li> <li>There is one at SNIS: The SNIS PTO is doing a monthly sale of school supplies to fundraise for student enrichment purposes.</li> <li>HPS has three under the HPS PTO: The Fall Festival, Pie Fundraiser and Concession Stand at Movie Night, all to provide for teacher/student needs, assemblies, and fun nights.</li> <li>LHTC is hosting Holiday Sales to provide for additional activities.</li> <li>Dr. Paddyfote said she will be overseeing Human Resources while we transition to a new Director, including interviewing new staff. She may do some project based hiring for support as needed. She hopes to have a new Director onboard by January 3. Since it is an administrative hire, the Board will have the opportunity to interview the candidate as well.</li> </ul>	
8.	Board Chairman's Report	Board Chairman's Report

• Mrs. Faulenbach said Board correspondence is being shared this evening. Several invitations have been sent via email and she is excited to be

attending these school events.

- She read an additional invitation regarding the Attitudes and Behaviors survey data: "Last Friday, Ms. Hollander met with colleagues from New Milford CAN and the Youth Agency to continue conversation and to plan for the sharing of the most recent Attitudes and Behaviors survey results. They have been looking at the data since the summer. The plan is to create a shared goal that we can all work on together. The first event is a conversation between stakeholders: BOE members, Mayor, Superintendent, and NM CAN members on November 1st from 11:30 a.m. - 1:00 p.m. at the Maxx. Ms. Hollander is looking for 3 Board members to participate. Per Ms. Hollander, the gathering is the first in a series of four community conversations looking at how we can best support New Milford's youth. A community-wide forum is being planned as part of our effort and is scheduled to occur on November 30th. More information will be forthcoming. Our role as partners is to support the overall wellness of not just our youth but also their families and caretakers in New Milford."
- Mrs. Faulenbach asked Board members to contact Mrs. Silverman if they are available on November 1st.

#### 9. Discussion and Possible Action

A. NMPS 2022 Superintendent Search Leadership Profile

Mrs. McInerney moved that the Board of Education accept the New Milford Public Schools 2022 Superintendent Search Leadership Profile Report as presented, seconded by Mrs. Sarich.

 Superintendent Search consultants Dr. Mary Broderick and Dr. Jack Reynolds presented the

#### Discussion and Possible Action

A. NMPS 2022 Superintendent Search Leadership Profile

Motion made and passed that the Board of Education accept the New Milford Public Schools 2022 Superintendent Search Leadership Profile Report as presented.

- Profile to the Board via google meet.
- Dr. Broderick said the Profile presents findings from interviews, focus groups, and an online survey conducted in September 2022. The consultants offered 14 interviews and focus groups and spoke with 31 individuals, including parents, teachers, para-educators, administrators, the Mayor, Town Council members, and members of the New Milford Board of Education. In total, 147 New Milford residents and staff took the online survey.
- All told, 178 individuals participated in some form. The data collected do not constitute a scientific sampling, but a representation of NMPS and community at a moment in time. Items are included in the report if, in the consultants' judgment, they were repeated by a sufficient number of respondents to warrant the Board's attention.
- Mrs. Rella asked if with 29,000 people in New Milford and 3,700 students these numbers would be considered a low turnout for the survey.
- Dr. Broderick said it is not a bad turnout generally and they do think it is statistically significant.
- Dr. Broderick said the participants identified several strengths of the district. The majority identified New Milford's teachers, staff and administrators as its primary strength. Other strengths included district programming, the broader New Milford community, student diversity and an active parent base.
- Dr. Reynolds said significant challenges were also identified by participants. These include community and political climate and finances, staff retention and morale, district and school performance, some issues within the Board of Education, mental and behavioral issues/safety, communications, some types of parent involvement, effects of the COVID pandemic and some structural issues.
- Mr. Hansell asked how New Milford's turnover rate compares to other districts in the state. The consultants did not have that data.
- Stakeholders were also asked about what expertise and qualities are desired in a new

leader. The top responses under expertise arre that the new superintendent builds trusting relationships with students, staff and community; communicates and collaborates effectively in schools and community; and has experience running a school district. Top desired qualities are accessible, approachable, visible in schools and community; keeps students' growth

and wellbeing the primary focus; trustworthy, honest, respectful; decisive, confident, and

 Mr. Hansell asked what accepting the Profile means and what it commits the Board to.

objective problem solver.

- Dr. Broderick said it means that the Board has heard and received the commentary and is allowing the consultants to share the information with potential candidates and others, typically by placing it on the district website. The consultants will use this as a way to include stakeholder perspectives in the search while the Board serves as the actual committee.
- Mr. McCauley said the report has been hard to listen to in a lot of aspects but it is part of the process. It is important to accept the perspectives of participants.
- Mrs. McInerney said the report was hard to read but she doesn't feel there are any real surprises.
   She said whether it is fact or not, it is peoples' perspectives. She is disappointed in the participation rate and lack of student participation especially.
- Mrs. Rella said she agrees with Mrs. McInerney regarding the low turnout and she feels it presents a biased perspective as a result.
- Mr. Helmus said it is hard to integrate but in the end the design was to get to expertise and qualities desired and he does not disagree with those. They match what the district and Town needs.
- Mr. Hansell said he will need to read the Profile more thoroughly before he can vote to accept it. He would like to see some edits made.
- Mrs. Faulenbach said she thinks the report captures what we are looking for in a leader so she will support the acceptance. She said the report offers opportunities for self reflection. She

believes New Milford is a strong community and that Board members and the community are all trying to do their best for students.

The motion passed 6-2-0.

Yes: Mrs. Faulenbach, Mr. Helmus, Mr. McCauley, Mrs. McInerney, Mr. O'Brien, Mrs. Sarich No: Mr. Hansell, Mrs. Rella

# B. | Monthly Reports

- 1. Budget Position dated September 30, 2022
- 2. Purchase Resolution: D-763
- 3. Request for Budget Transfers

Mr. Hansell moved to approve Monthly Reports: Budget Position dated September 30, 2022, Purchase Resolution D-763, and Request for Budget Transfers, seconded by Mrs. Sarich.

 Mr. Giovannone said these were discussed at Operations. He had two items for follow up.
 Regarding the certified salary balance, this time last year there was approximately \$339,000 available and this year during the same time period we show \$569,719. Regarding ODP placements of 21 and 22 year olds this year versus last, there is no impact.

The motion passed unanimously.

### C. | Gifts & Donations

1. PTO - Exhibit B

Mrs. Sarich moved to accept Gifts & Donations: PTO - Exhibit B in the amount of \$1,595.00, seconded by Mr. Hansell.

 Mrs. Faulenbach thanked the PTO for their continued generosity.

## The motion passed unanimously.

• Mr. McCauley left the meeting at 8:20 p.m.

## **B.** Monthly Reports

- 1. Budget Position dated September 30, 2022
- 2. Purchase Resolution: D-763
- 3. Request for Budget Transfers

Motion made and passed unanimously to approve Monthly Reports: Budget Position dated September 30, 2022, Purchase Resolution D-763, and Request for Budget Transfers.

### C. Gifts & Donations

1. PTO - Exhibit B

Motion made and passed unanimously to accept Gifts & Donations: PTO - Exhibit B in the amount of \$1,595.00.

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- D. Policies Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311:
  - 1. 5158 Policy to Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA)
  - 2. 6142.1 Curricular Exemptions
  - 3. 6144 Policy for the Equitable Identification of Gifted and Talented Students

Mrs. McInerney moved to approve the following policies:

- 1. 5158 Policy to Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA)
- 2. 6142.1 Curricular Exemptions
- 3. 6144 Policy for the Equitable Identification of Gifted and Talented Students

Seconded by Mrs. Sarich.

 Mrs. Faulenbach said she was pleased to see the robust work starting in Policy since it is such an important area.

The motion passed unanimously.

E. New Milford High School Graduation Date 2023

Mrs. Rella moved to approve the New Milford High School Graduation Date for 2023 for Saturday, June 24, 2023 at 4:00 p.m., seconded by Mrs. Sarich.

- Mrs. Faulenbach said the Board heard from the Grad Party this evening. This recommendation follows healthy discussions on the topic. She supports the recommendation. She asked about a rain date.
- Dr. Paddyfote said it is not referenced in the memo but she and Principal Manka discussed

- D. Policies Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311:
  - 1. 5158 Policy to Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA)
  - 2. 6142.1 Curricular Exemptions
  - 3. 6144 Policy for the Equitable Identification of Gifted and Talented Students

Motion made and passed unanimously to approve the following policies:

- 1. 5158 Policy to Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA)
- 2. 6142.1 Curricular Exemptions
- 3. 6144 Policy for the Equitable Identification of Gifted and Talented Students

E. New Milford High School Graduation Date 2023

Motion made and passed unanimously to approve the New Milford High School Graduation Date for 2023 for Saturday, June 24, 2023 at 4:00 p.m.

- Sunday, June 25, 2023 at 4:00 p.m.
- Mrs. McInerney said she was glad to hear from the Grad Party and happy that the date will stay on a Saturday.
- Mrs. Rella and Mrs. Sarich agreed.

## The motion passed unanimously.

## F. | NMHS Woodshop HVAC Grant

- Mrs. Faulenbach said there is no recommended motion.
- Mr. Cunningham said there is the potential for an HVAC grant to assist with the funding of this project. There is a tight window to apply, it will be very competitive, and probably a long shot to receive. It is a gamble to pursue it as we would have to go out to bid officially for architectural and engineering services, but the reimbursement if awarded is 466%.
- Mrs. Faulenbach asked if pursuing the grant would affect the timeframe to get the woodshop back in service.
- Mr. Cunningham said yes.
- Mr. Helmus asked if we would know about the grant award by budget deliberations.
- Mr. Cunningham said he was not sure.
- Mrs. Faulenbach said the last discussion on this topic focused on funding it through the capital reserve to get the program up and running next year. That discussion was prior to the grant opportunity surfacing.
- Mrs. McInerney asked if we can move forward on the project while waiting to see if we get the grant award.
- Mr. Cunningham said no because we can't accept bids on the actual work until we know if we have received the grant.
- Mr. Helmus asked what is requested here.
- Mr. Cunningham said if the Board wants to move forward with the grant application, an additional \$3,200 would be factored into the Silver Petrucelli specs for assistance with the grant application, which is extremely involved. The Board has already invested \$14,800 in design specifications for this project. That

## F. NMHS Woodshop HVAC Grant

- money would be lost basically if the current vendor does not end up being awarded the work.
- Mr. Helmus said the likelihood of an award seems slim based on the conversation tonight and he thinks we should just move forward with the project without applying for the grant.
- Mrs. Faulenbach said the plan will be to bring the topic back to Facilities and the full Board next month to discuss approving a request from the capital reserve.
- Ms. Hollander said she wants to assure the Board that the program is running successfully now in its current set up. However, they are reviewing career clusters and looking towards additional courses in the future where a fully operating shop would be a helpful enhancement.
- Mr. O'Brien said the hand tool program is very valuable but he feels it is absolutely necessary to get the shop up and running as economically as possible. The Mayor was at September's meeting where this was discussed and left open the possibility that the Town might help with that. He would like to see that pursued.
- Mrs. Faulenbach said the topic will be on the November Facilities agenda and they will reach out to the Town prior to then.

# G. | Lillis Building

- Mr. Cunningham said the boiler is damaged and has steam escaping. A temporary patch is in place so there is heat in the building. He does not think it is sustainable. Three contractors have reviewed the situation and agree that the boiler has to be replaced. He has been researching the cost of a temporary boiler but is not sure how realistic that is. He is meeting with the building inspector tomorrow so the Town is aware. The matter was mentioned on a call with the Mayor as well. The building also has a history of failing piping in the walls. The district is looking at the possibility of expediting the move to SNIS using the area already identified but with temporary partitions etc. for now.
- Mr. Helmus said that adverse working conditions were discussed at Facilities and he

# G. Lillis Building

	Noble Intermediate School Library Media Center	
	<ul> <li>asked if they are being tracked.</li> <li>Dr. Paddyfote said the weather has been good so far so it hasn't been an issue but it will not stay that way as it gets colder outside. The spaces available at SNIS are classrooms so they are not ideal but at least they are clean, bright, and heated.</li> <li>Mrs. Rella said this appears to be a dire need and she asked what the timeline is.</li> <li>Dr. Paddyfote said the move will be soon but there are logistics to be worked out and other parties to take into account such as the student program upstairs, the ESS vendor and Camella's Cupboard.</li> <li>Mrs. Faulenbach said she sees this as a safety issue at this point and not ideal circumstances for the move, but necessary. We also need to keep sight of the long term plan to make the space fully usable as the administrative offices for the district.</li> </ul>	
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10.	Items for Information and Discussion	Items for Information and Discussion
10. A.	Employment Report: September - October (Revised)	A. Employment Report: September - October (Revised)
		A. Employment Report: September -
	Employment Report: September - October (Revised)  • Dr. Paddyfote said they are pleased to have hired	A. Employment Report: September -
<b>A.</b>	<ul> <li>Employment Report: September - October (Revised)</li> <li>Dr. Paddyfote said they are pleased to have hired two nurses.</li> <li>Regulation 5158 Administrative Regulation Addressing Improving the Completion Rates of</li> </ul>	A. Employment Report: September - October (Revised)  B. Regulation 5158 Administrative Regulation Addressing Improving the Completion Rates of
<b>A.</b>	<ul> <li>Employment Report: September - October (Revised)</li> <li>Dr. Paddyfote said they are pleased to have hired two nurses.</li> <li>Regulation 5158 Administrative Regulation Addressing Improving the Completion Rates of FAFSA</li> <li>Dr. Paddyfote said this is the companion to the</li> </ul>	A. Employment Report: September - October (Revised)  B. Regulation 5158 Administrative Regulation Addressing Improving the Completion Rates of

without that item on it. He would like the order

- changed to better reflect the action of the evening.
- Mrs. Faulenbach said this is an item of information since the Board does not approve the report, but that the minutes will reflect Mr. Helmus' commentary.

#### 11. Discussion and Possible Action

A. Discussion and possible action regarding potential post-retirement agreement with Administrative Assistant to the Superintendent of Schools. Executive session anticipated. The Board may take action when it returns to public session.

Mrs. Rella moved that the Board enter into Executive Session for the purpose of discussing a potential post-retirement agreement with the Administrative Assistant to the Superintendent of Schools, and that Interim Superintendent of Schools Dr. JeanAnn Paddyfote be invited into the executive session, seconded by Mr. Helmus.

The motion passed unanimously.

The Board entered executive session at 9:04 p.m.

The Board returned to public session at 9:16 p.m.

Mrs. McInerney moved that the Board authorize the Chairperson of the Board to enter into a post-retirement agreement on behalf of the Board with the Administrative Assistant to the Superintendent of Schools in accordance with the terms and conditions discussed by the Board in executive session and pending further legal review, seconded by Mr. Helmus.

The motion passed unanimously.

. Discussion and possible action regarding attorney-client privileged communication relating to

#### **Discussion and Possible Action**

A. Discussion and possible action regarding potential post-retirement agreement with Administrative Assistant to the Superintendent of Schools. Executive session anticipated. The Board may take action when it returns to public session.

Motion made and passed unanimously that the Board enter into Executive Session for the purpose of discussing a potential post-retirement agreement with the Administrative Assistant to the Superintendent of Schools, and that Interim Superintendent of Schools Dr. JeanAnn Paddyfote be invited into the executive session.

Motion made and passed unanimously that the Board authorize the Chairperson of the Board to enter into a post-retirement agreement on behalf of the Board with the Administrative Assistant to the Superintendent of Schools in accordance with the terms and conditions discussed by the Board in executive session and pending further legal review.

B. Discussion and possible action regarding attorney-client

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student transportation contract and potential issuance of request for proposals regarding same. Executive session anticipated. The Board may take action when it returns to public session.

Mrs. Relia moved that the Board enter into Executive Session for the purpose of review and consideration of attorney-client privileged communication relating to student transportation contract and potential issuance of request for proposals regarding same and to further move that the Board invite Interim Superintendent of Schools Dr. JeanAnn Paddyfote and Director of Fiscal Services Anthony Giovannone into the Executive Session, seconded by Mr. Helmus.

The motion passed unanimously.

The Board entered executive session at 9:17 p.m.

The Board returned to public session at 9:31 p.m.

privileged communication relating to student transportation contract and potential issuance of request for proposals regarding same. Executive session anticipated. The Board may take action when it returns to public session.

Motion made and passed unanimously that the Board enter into Executive Session for the purpose of review and consideration of attorney-client privileged communication relating to student transportation contract and potential issuance of request for proposals regarding same and to further move that the Board invite Interim Superintendent of Schools Dr. JeanAnn Paddyfote and Director of Fiscal Services Anthony Giovannone into the Executive Session.

# 12. Adjourn

Mrs. Rella moved to adjourn the meeting at 9:32 p.m., seconded by Mrs. Sarich.

The motion passed unanimously.

#### Adjourn

Motion made and passed unanimously to adjourn the meeting at 9:32 p.m.

Respectfully submitted:

Olga I. Rella, Secretary

New Milford Board of Education