

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

OPERATIONS SUB-COMMITTEE
SPECIAL MEETING NOTICE

RECEIVED
TOWN CLERK
2022 NOV -4 A 9:39
NEW MILFORD, CT

DATE:	November 8, 2022
TIME:	7:30 P.M.
PLACE:	Lillis Administration Building Board Room

AGENDA

New Milford Public Schools Mission Statement

The mission of the New Milford Public Schools, a collaborative partnership of students, educators, family, and community, is to prepare each and every student to compete and excel in an ever-changing world, embrace challenges with vigor, respect and appreciate the worth of every human being, and contribute to society by providing effective instruction and dynamic curriculum, offering a wide range of valuable experiences, and inspiring students to pursue their dreams and aspirations.

1. Call to Order

2. Public Comment

An individual may address the Board concerning any item on the agenda for the meeting subject to the following provisions:

- A. A three-minute time limit may be allocated to each speaker with a maximum of twenty minutes being set aside per meeting. The Board may, by a majority vote, cancel or adjust these time limits.
- B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.

3. Discussion and Possible Action

A. Monthly Reports

- 1. Budget Position dated October 31, 2022
- 2. Purchase Resolution D-764
- 3. Request for Budget Transfers

B. NMHS Woodshop

C. Central Office Move to SNIS

D. Job Descriptions

- 1. Administrative Assistant to the Superintendent of Schools
- 2. Clerk, Board of Education
- 3. Nurse Supervisor
- 4. Human Resources Benefits Specialist

4. Items of Information

- A. Employment Report: October - November
- B. October 1, 2022 Enrollment Report - Certified
- C. Health Inspections
- D. Update on Transportation Requests
- E. Entitlement Grants 2022-23

5. Public Comment

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- B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.

6. Discussion and Possible Action

- A. Discussion and possible action regarding response to bid solicitation from student transportation vendor. Executive session anticipated.

7. Adjourn

Sub-Committee Members: Wendy Faulenbach, Chairperson
Eric Hansell
Pete Helmus
Tom O'Brien

Alternates: Brian McCauley
Olga I. Rella



RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	30,920,462	0	30,920,462	7,915,794	22,402,835	601,833	98.05%
100'S	SALARIES - NON CERTIFIED	9,964,002	55,000	10,019,002	2,567,325	4,692,337	2,759,339	72.46%
200'S	BENEFITS	11,165,730	0	11,165,730	5,409,036	4,890,819	865,874	92.25%
300'S	PROFESSIONAL SERVICES	4,147,549	-55,000	4,092,549	1,288,960	1,871,262	932,327	77.22%
400'S	PROPERTY SERVICES	963,512	0	963,512	303,290	344,223	316,000	67.20%
500'S	OTHER SERVICES	9,535,698	0	9,535,698	2,065,080	6,951,051	519,567	94.55%
600'S	SUPPLIES	2,699,331	0	2,699,331	561,772	1,398,799	738,761	72.63%
700'S	CAPITAL	22,784	0	22,784	2,461	178	20,145	11.58%
800'S	DUES AND FEES	93,268	0	93,268	61,443	381	31,444	66.29%
900'S	REVENUE	-1,745,047	0	-1,745,047	-126,258	0	-1,618,789	7.24%
GRAND TOTAL		67,767,289	0	67,767,289	20,048,903	42,551,885	5,166,501	92.38%

SALARIES - NON CERTIFIED BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	535,390	0	535,390	16,896	0	518,494	3.16%
51201	SALARIES - NON CERT - PARA EDUCATORS	2,188,657	0	2,188,657	541,812	1,395,074	251,771	88.50%
51202	SALARIES - NON CERT - SUBSTITUTES	971,737	0	971,737	169,599	0	802,138	17.45%
51210	SALARIES - NON CERT - SECRETARY	2,093,451	55,000	2,148,451	637,338	1,136,106	375,007	82.55%
51225	SALARIES - NON CERT - TUTORS	260,695	0	260,695	9,957	0	250,738	3.82%
51240	SALARIES - NON CERT - CUSTODIAL	1,971,159	0	1,971,159	623,684	1,082,700	264,775	86.57%
51250	SALARIES - NON CERT - MAINTENANCE	950,613	0	950,613	296,021	475,039	179,553	81.11%
51285	SALARIES - NON CERT - TECHNOLOGY	508,703	0	508,703	153,404	333,561	21,738	95.73%
51336	SALARIES - NON CERT - NURSES	483,597	0	483,597	118,613	269,858	95,126	80.33%
TOTAL		9,964,002	55,000	10,019,002	2,567,325	4,692,337	2,759,339	72.46%

BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	622,565	0	622,565	177,402	0	445,163	28.50%
52201	BENEFITS - MEDICARE	531,498	0	531,498	152,292	0	379,206	28.65%
52300	BENEFITS - PENSION	929,692	0	929,692	929,692	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	33,000	0	33,000	3,690	8,310	21,000	36.36%
52810	BENEFITS - HEALTH INSURANCE	8,397,600	0	8,397,600	3,881,290	4,516,310	0	100.00%
52820	BENEFITS - DISABILITY INSURANCE	125,000	0	125,000	35,847	89,153	0	100.00%
52830	BENEFITS - LIFE INSURANCE	126,000	0	126,000	36,143	84,857	5,000	96.03%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	400,375	0	400,375	192,679	192,190	15,505	96.13%
TOTAL		11,165,730	0	11,165,730	5,409,036	4,890,819	865,874	92.25%

*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	30,920,462	0	30,920,462	7,915,794	22,402,835	601,833	98.05%
51200	NON-CERTIFIED SALARIES	9,964,002	55,000	10,019,002	2,567,325	4,692,337	2,759,339	72.46%
52000	BENEFITS	11,165,730	0	11,165,730	5,409,036	4,890,819	865,874	92.25%
53010	LEGAL SERVICES	238,553	0	238,553	75,678	162,875	0	100.00%
53050	CURRICULUM DEVELOPMENT	75,000	0	75,000	4,748	0	70,252	6.33%
53200	PROFESSIONAL SERVICES	2,406,345	0	2,406,345	801,703	1,260,784	343,858	85.71%
53201	MEDICAL SERVICES - SPORTS	52,700	-50,000	2,700	0	0	2,700	0.00%
53210	TIME & ATTENDANCE SOFTWARE	10,500	0	10,500	854	2,189	7,457	28.98%
53220	IN SERVICE	114,450	0	114,450	29,905	2,019	82,526	27.89%
53230	PUPIL SERVICES	576,592	0	576,592	122,313	300,532	153,747	73.34%
53300	OTHER PROF/ TECH SERVICES	46,785	0	46,785	13,887	0	32,898	29.68%
53310	AUDIT/ACCOUNTING	41,250	0	41,250	41,250	0	0	100.00%
53500	TECHNICAL SERVICES	238,871	0	238,871	163,136	11,604	64,132	73.15%
53530	SECURITY SERVICES	228,503	0	228,503	24,280	131,259	72,964	68.07%
53540	SPORTS OFFICIALS SERVICES	118,000	-5,000	113,000	11,206	0	101,794	9.92%
54101	CONTRACTUAL TRASH PICK UP	93,016	0	93,016	31,346	53,582	8,088	91.30%
54301	REPAIRS & MAINTENANCE	475,762	0	475,762	185,163	161,776	128,824	72.92%
54302	FIRE / SECURITY MAINTENANCE	1,700	0	1,700	1,351	0	349	79.49%
54303	GROUND MAINTENANCE	12,700	0	12,700	5,964	2,036	4,700	62.99%
54310	GENERAL REPAIRS	43,170	0	43,170	1,646	10,336	31,188	27.76%
54320	TECHNOLOGY RELATED REPAIRS	41,637	0	41,637	8,459	8,040	25,138	39.63%
54411	WATER	68,195	0	68,195	5,669	62,526	0	100.00%
54412	SEWER	15,559	0	15,559	11,272	4,287	0	100.00%
54420	LEASE/RENTAL EQUIP/VEH	211,773	0	211,773	52,419	41,640	117,714	44.42%
55100	PUPIL TRANSPORTATION - OTHER	175,790	0	175,790	42,925	56,008	76,858	56.28%
55101	PUPIL TRANS - FIELD TRIP	22,750	0	22,750	1,354	2,849	18,547	18.47%
55110	STUDENT TRANSPORTATION	5,053,987	0	5,053,987	708,922	4,258,611	86,454	98.29%
55200	GENERAL INSURANCE	306,689	0	306,689	306,689	0	0	100.00%
55300	COMMUNICATIONS	39,440	0	39,440	8,339	31,101	0	100.00%
55301	POSTAGE	32,750	0	32,750	4,411	28,339	0	100.00%
55302	TELEPHONE	80,966	0	80,966	38,578	42,388	0	100.00%

*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	8,000	0	8,000	737	0	7,263	9.22%
55505	PRINTING	31,210	0	31,210	12,032	3,502	15,676	49.77%
55600	TUITION - TRAINING	30,000	0	30,000	-900	0	30,900	-3.00%
55610	TUITION - PUBLIC PLACEMENTS	1,129,164	0	1,129,164	413,550	713,213	2,402	99.79%
55630	TUITION - PRIVATE PLACEMENTS	2,578,401	0	2,578,401	522,186	1,815,016	241,199	90.65%
55800	TRAVEL	46,551	0	46,551	6,257	25	40,269	13.50%
56100	GENERAL INSTRUCTIONAL SUPPLIES	168,026	0	168,026	38,467	33,162	96,396	42.63%
56110	INSTRUCTIONAL SUPPLIES	397,899	0	397,899	116,652	75,770	205,477	48.36%
56120	ADMIN SUPPLIES	31,918	0	31,918	4,840	3,049	24,030	24.71%
56210	NATURAL GAS	219,960	0	219,960	16,428	203,532	0	100.00%
56220	ELECTRICITY	1,021,171	0	1,021,171	221,588	703,401	96,182	90.58%
56230	PROPANE	4,251	0	4,251	0	0	4,251	0.00%
56240	OIL	238,503	0	238,503	17,990	197,450	23,063	90.33%
56260	GASOLINE	38,375	0	38,375	4,293	7,807	26,275	31.53%
56290	FACILITIES SUPPLIES	320,428	0	320,428	66,980	122,585	130,863	59.16%
56291	MAINTENANCE COMPONENTS	16,475	0	16,475	44	7,794	8,637	47.58%
56292	UNIFORMS/ CONTRACTUAL	13,222	0	13,222	4,354	7,444	1,424	89.23%
56293	GROUNDKEEPING SUPPLIES	22,585	0	22,585	1,381	6,619	14,585	35.42%
56410	TEXTBOOKS	63,639	0	63,639	37,913	4,851	20,875	67.20%
56411	CONSUMABLE TEXTS	27,126	0	27,126	7,911	4,493	14,721	45.73%
56420	LIBRARY BOOKS	52,049	0	52,049	8,278	13,431	30,341	41.71%
56430	PERIODICALS	17,224	0	17,224	9,902	2,522	4,800	72.13%
56460	WORKBOOKS	1,900	0	1,900	0	0	1,900	0.00%
56500	SUPPLIES - TECH RELATED	44,580	0	44,580	4,751	4,889	34,940	21.62%
57345	INSTRUCTIONAL EQUIPMENT	7,154	0	7,154	1,099	0	6,055	15.37%
57400	GENERAL EQUIPMENT	2,500	0	2,500	432	178	1,890	24.40%
57500	FURNITURE & FIXTURES	13,130	0	13,130	930	0	12,200	7.08%
58100	DUES & FEES	93,268	0	93,268	61,443	381	31,444	66.29%
EXPENDITURE TOTAL		69,512,336	0	69,512,336	20,175,161	42,551,885	6,785,289	90.24%



REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-1,301,689	0	-1,301,689	0	0	-1,301,689	0.00%
43105	MEDICAID REIMBURSEMENT	-60,507	0	-60,507	-79,191	0	18,684	130.88%
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	-15,551	0	-39,449	28.27%
49102	BUILDING USE FEES (CUSTODIAL)	-27,951	0	-27,951	-6,736	0	-21,216	24.10%
44800	REGULAR ED TUITION	-116,000	0	-116,000	-20,000	0	-96,000	17.24%
44822	SPECIAL ED TUITION	-29,900	0	-29,900	0	0	-29,900	0.00%
49103	DCF TUITION	-85,000	0	-85,000	-4,781	0	-80,219	5.62%
44860	ADMISSIONS/ATHLETIC GATE RECEIPTS	-25,400	0	-25,400	0	0	-25,400	0.00%
44861	PARKING PERMIT FEES	-41,700	0	-41,700	0	0	-41,700	0.00%
REVENUE TOTAL		-1,745,047	0	-1,745,047	-126,258	0	-1,618,789	7.24%

GRAND TOTAL	67,767,289	0	67,767,289	20,048,903	42,551,885	5,166,501	92.38%
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<u>BOE Capital Reserve Acct #43020000-10101</u>	
MUNIS Balance as of 7/1/22	3,039,825
Contribution Towards NMHS Roof Replacement	-450,000
Approved by BoF - 5 year Capital Withdraw 22/23	-980,030
Close and return of Security Grant Set-Asside	201,875
TOTAL AS OF 10/31/22*	1,811,670

* before any fiscal year end 21/22 deposit from BOE

<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
CONTRIBUTION - FROM TOWN DATED 6/9/22	50,000
TOTAL AS OF 10/31/22*	365,880



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	REGIONAL SCHOOL DISTRICT 12	22/23 YEARLY - AGRISCIENCE SCHOOL YEAR TUITION (26 STUDENTS)	\$ 192,890.00	55610
GRANT	SPED	GENGRAS FORD LLC	2023 FORD 10 SEATER PASSENGER VAN FOR LHTC	\$ 58,191.80	55100
GENERAL	DISTRICT	DANBURY PUBLIC SCHOOLS ADMIN CTR	22/23 YEARLY - MAGNET SCHOOL YEAR TUITION (18 STUDENTS)	\$ 36,000.00	55610
GRANT	DISTRICT	SILVER/PETRUCELLI & ASSOCIATES	PROFESSIONAL SERVICES - SCHOOL BASED HEALTH CENTERS	\$ 13,900.00	55500
GENERAL	DISTRICT	BASE TECHNOLOGIES	COPIER EQUIPMENT SERVICE CONTRACT FOR 2022-2023	\$ 11,190.00	54420
GENERAL	DOI	EDADVANCE	SEPTEMBER TUITION FOR EXPELLED STUDENTS (3 STUDENTS)	\$ 8,910.00	55105
GENERAL	DOI	CURRICULUM ASSOCIATES	INTERVENTION SERVICES FOR GRADES 6-8	\$ 8,100.00	53200
GENERAL	DOI	UNIVERSITY OF BRIDGEPORT	INTERNSHIP PROGRAM (1 PERSON)	\$ 8,000.00	51202
GENERAL	DOI	SACRED HEART UNIVERSITY	INTERNSHIP PROGRAM (1 PERSON)	\$ 7,650.00	51202
GENERAL	DISTRICT	KAINEN ESCALERA & MCHALE	LEGAL SERVICES FOR TRANSPORTATION INQUIRIES & HEARINGS	\$ 6,615.00	53010
GENERAL	FACILITIES	TK ELEVATOR	22/23 ELEVATOR SERVICE AGREEMENT AT NMHS	\$ 6,480.00	54301
GRANT	SPED	FULCO, MICHAEL, PHD.	NEUROPSYCHOLOGICAL EVALUATIONS	\$ 5,370.00	55500
GENERAL	FACILITIES	FW WEBB	SMS PLUMBING SUPPLIES	\$ 5,085.52	54301
GRANT	SPED	HARTMAN, TAMMY	NEUROPSYCHOLOGICAL EVALUATIONS	\$ 5,000.00	55500



BUDGET TRANSFER REQUESTS

AGENDA ITEM 3A-3
NOVEMBER 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					



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

3-B
November 2022

TO: Dr. JeanAnn Paddyfote, Interim Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: November 3, 2022
RE: NMHS Wood Shop

The current cost estimate for the NMHS Wood Shop can be found attached to this memo and totals \$233,980.

At the current time, the only funding source available is the Board of Education's Capital Reserve Account.

As of October 31, 2022 the funding in that account, before deposit of the 21/22 fiscal year end balance, is in the amount of \$1,811,670.

The Board could make a motion at the November 2022 full Board meeting to fund this item from this Capital Reserve Account.

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

New Milford High School Wood Shop

388 Danbury Road, New Milford, CT

Issued Jul 20, 2022

revised 8/1/22

Job No: 21.373

OPINION OF PROBABLE CONSTRUCTION COST

Phase: Schematic Design

Project type: Renovation

TOTAL RENOVATED SPACE 2,000 SQUARE FEET

SECTION NUMBER	WORK CATEGORIES	QTY.	UNIT	MATERIAL/LABOR COST		ALLOWANCE	TOTAL \$
				UNIT \$	TOTAL		
	DIVISION ONE - General Requirements						
	STATE PERMITS (2%)			\$2,612.00	\$2,612		\$2,612
	100% PAYMENT & PERFORMANCE BOND (1.5%)			\$1,959.00	\$1,959		\$1,959
	LIABILITY INSURANCE (1.5%)			\$1,959.00	\$1,959		\$1,959
	DAILY FINAL CLEANING	2,000	SF	\$0.25	\$500		\$500
	RUBBISH REMOVAL/ DUMPSTER	1	EA	\$2,000.00	\$2,000		\$2,000
				DIVISION ONE SUB-TOTAL		\$9,030	
	DIVISION FOUR - Masonry						
	8" CONCRETE UNIT MASONRY	50	SF	\$100.00	\$5,000		\$5,000
				DIVISION SEVEN SUB-TOTAL		\$5,000	
	DIVISION EIGHT - Openings						
	ALUMINUM LOUVER	1	EA	\$1,500	\$1,500		\$1,500
				DIVISION SEVEN SUB-TOTAL		\$1,500	
	DIVISION NINE - Finishes						
	MISC. PAINTING	1	LS	\$5,000.00	\$5,000		\$5,000
				DIVISION TWENTY-TWO SUB-TOTAL		\$5,000	
	DIVISION TWENTY-THREE - HVAC						
	DEMO	6	S.F.	\$2,000.00	\$12,000.00		\$12,000
	MOTORIZED DAMPER	2	EA	\$800.00	\$1,600.00		\$1,600
	HYDRONIC PIPING	1	LS	\$2,500.00	\$2,500.00		\$2,500
	PIPE INSULATION	1	LS	\$1,500.00	\$1,500.00		\$1,500
	DIFFUSERS & GRILLES	1	LS	\$1,500.00	\$1,500.00		\$1,500
	TESTING & BALANCING	2.5	S.F.	\$2,000.00	\$5,000.00		\$5,000
	DUCT WORK	14	S.F.	\$1,000.00	\$14,000.00		\$14,000
	AIR DUCT ACCESSORIES	1	LS	\$1,000.00	\$1,000.00		\$1,000
	DUST COLLECTOR	1	LS	\$45,000.00	\$45,000.00		\$45,000
	AIR HANDLERS	2	EA	\$5,000.00	\$10,000.00		\$10,000
	ADD ALTERNATE FOR PAINT BOOTH	1	LS	\$20,000.00	\$20,000.00		\$20,000
				DIVISION TWENTY-THREE SUB-TOTAL		\$114,100	
	DIVISION TWENTY-SIX - Electrical						
	DEMO, REMOVAL AND RELOCATION		LS	\$0.00	\$1,200		\$1,200
	DISCONNECTS AND CIRCUIT BREAKERS		LS	\$0.00	\$1,000		\$1,000
	WIRE AND CONDUITS		LS	\$0.00	\$2,000		\$2,000
	MISC		LS	\$0.00	\$800		\$800
				DIVISION TWENTY-SIX SUB-TOTAL		\$5,000	
				SUBTOTAL (INCLUDING O&P):			\$144,630
				GENERAL CONDITIONS:		15%	\$21,695
				CONSTRUCTION SUBTOTAL:			\$166,363
				SOFT COSTS			
				CONSTRUCTION CONTINGENCY		10%	\$16,636
				DESIGN CONTINGENCY		10%	\$16,636
				A&E FEES			\$33,845
				FF&E			\$0
				PRINTING			\$500
				SOFT COSTS TOTAL:			\$67,618
				TOTAL PROJECT COST:			\$233,980

CONSTRUCTION SF TOTAL: \$116.99

SILVER/ **PETRUCELLI + ASSOCIATES**

Architects, Engineers, & Interior Designers

3190 Whitney Avenue

Hamden, CT 06518

Phone: 203 230 9007 ext. 200

Fax: 203 230 8247

Email: info@silverpetrucci.com



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

3-C
November 2022

TO: Dr. JeanAnn Paddyfote, Interim Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: November 3, 2022
RE: Central Office Move to SNIS

Cost estimates for the temporary renovations required as part of the Central Office move to SNIS are shown in the chart below. The physical move is being performed by our Facilities staff, who are incurring overtime to make this happen. All costs below are estimates at this time. Quotes have already been received for both the office space dividers and the phone/fax migration work.

Item	Amount
Interior Door Upgrades	\$25,000
Office Space Dividers	\$12,000
Intercom	\$10,000
Overtime Costs	\$8,000
Access Controls	\$7,500
Phone/Fax Migration	\$3,500
Security Cameras	\$3,000
Signage	\$2,000
Subtotal	\$71,000
Contingency 20%	\$14,200
Grand Total	\$85,200

At the present time, the only funding source available is the Board of Education's Capital Reserve Account.

As of October 31, 2022 the funding in that account, before deposit of the 21/22 fiscal year end balance, is in the amount of \$1,811,670.

The Board could make a motion at the November 2022 full Board meeting to fund this item from the Capital Reserve Account.

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



New Milford Public Schools
50 East Street
New Milford, CT 06776

Title: Administrative Assistant to the Superintendent of Schools

Position Summary:

The Administrative Assistant, under the direction of the Superintendent of Schools, is responsible for the coordination of all functions of the Superintendent's office, providing a wide variety of complex and confidential administrative and secretarial support. The assistant works independently at a high level within the scope of established laws, policies and procedures, and applies knowledge of district organization, programs and goals to achieve daily tasks. Maintains confidentiality and uses tact, diplomacy and judgment in all interactions and communications with Board of Education members, district staff, families and the community.

Essential Functions:

The essential functions are illustrative and not a complete itemization of all duties and responsibilities of the position.

- Manages all operations of the Superintendent's office including scheduling, correspondence and other communications.
- Makes decisions based on established policies and procedures and handles administrative details independently.
- Serves as liaison between the Superintendent and staff, Board of Education, legal counsel, community, business, press and government entities.
- Communicates effectively, orally and in writing.
- Maintains a wide variety of complex electronic and manual documents, files and records for the purpose of providing up-to-date information and/or historical reference in accordance with established administrative guidelines and legal requirements.
- Plans, organizes, prioritizes and executes complex administrative and/or research projects, communications, and functions as assigned by the Superintendent, including those disseminated through the district's automated notification system, website, social media sites and newsletter.
- Utilizes advanced technology devices and applications in maintaining the Office of the Superintendent.

The Administrative Assistant to the Superintendent of Schools must be able to:

- Maintain a stationary position for extended periods of time to operate computer, printer, telephone and other desktop equipment.
- Move about the Central Office to access cabinet files, copy room materials, and attend meetings.
- Periodically meet with colleagues, staff, and vendors.
- Communicate with staff and external stakeholders virtually and in-person.

Required Knowledge, Skills, and Abilities:

High-level administrative secretarial skills; ability to work independently with minimal supervision.

Superior planning and organizational skills with attention to detail.

Professional writing, analytical and problem solving skills.

Exhibit tact with information and communications received and given.

Supervisory Requirements:

None.

Education and Experience:

Minimum 3 to 5 years related experience. Bachelor's degree in related field preferred.

Certification:

None required.

Work Year:

Twelve months

Exempt/Non-Exempt:

Non-exempt

Salary:

Background Check

Individual must submit to a successful

- CT Department of Children and Families background check.
- State and national criminal history record check.

Documents necessary to complete checks must be made within 10 days of hire.

Consistent with the Americans with Disabilities Act (ADA) and Connecticut law, it is the policy of the New Milford Public Schools to provide a reasonable accommodation when requested by a qualified applicant or employee with a disability, unless such accommodation would cause an undue hardship.

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my positions.

Signature of Employee

Date



New Milford Public Schools
50 East Street
New Milford, CT 06776

Title: Clerk, Board of Education

Position Summary:

The Board Clerk, under the direction of the Superintendent of Schools, provides administrative assistance to the Superintendent and Board of Education in conducting the overall operations of the school district.

Essential Functions:

The essential functions are illustrative and not a complete itemization of all duties and responsibilities of the position.

- Makes all arrangements for Board of Education meetings, including preparation of agenda and compilation of pertinent materials for distribution of packet.
- Attends Board of Education meetings and serves as the recording secretary, as well as attending other meetings as assigned.
- Prepares official minutes, arranges for publication of approved minutes as required by law, and follows up on Board of Education actions.
- Revises to make current Board of Education policies and administrative regulations and communicates changes as appropriate.
- Provides historical information related to Board of Education agendas, official activities and decisions to the Board of Education and Superintendent.

The Board Clerk must be able to:

- Maintain a stationary position for extended periods of time to operate computer, printer, telephone and other desktop equipment.
- Move about the Central Office to access cabinet files, copy room materials, and attend meetings.
- Communicate with staff and external stakeholders virtually and in-person.

Required Knowledge, Skills, and Abilities:

High-level administrative secretarial skills; ability to work independently with minimal supervision.

Superior planning and organizational skills with attention to detail.

Professional writing, analytical and problem solving skills.

Exhibit tact with information and communications received and given.

Supervisory Requirements:

None.

Education and Experience:

Minimum 1 to 3 years clerical/secretarial experience.

Certification:

None required.

Work Year:

Twelve months

Exempt/Non-Exempt:

Non-exempt

Salary:

Background Check

Individual must submit to a successful

- CT Department of Children and Families background check.
- State and national criminal history record check.

Documents necessary to complete checks must be made within 10 days of hire.

Consistent with the Americans with Disabilities Act (ADA) and Connecticut law, it is the policy of the New Milford Public Schools to provide a reasonable accommodation when requested by a qualified applicant or employee with a disability, unless such accommodation would cause an undue hardship.

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Signature of Employee

Date



New Milford Public Schools
50 East Street
New Milford, CT 06776

Title: Nurse Supervisor-RN

Position Summary:

The Nurse Supervisor, under the direction of the Superintendent of Schools, will ensure cohesion of practice and quality of nursing services across the New Milford schools. The Nurse Supervisor will act as the liaison between the State's Department of Education and Department of Public Health, the local health department and the Superintendent of New Milford schools to provide guidance and consult regarding policies and procedures. The Nurse Supervisor will guide the professional practice of district-wide health and wellness delivery and will also promote ongoing professional development as a means of improving practice and student outcomes.

Essential Functions:

The essential functions are illustrative and not a complete itemization of all duties and responsibilities of the position.

- Conduct consultations with staff/administration throughout the school year for New Milford District school-based programs.
- Oversee the planning and implementation of all district health and vision screening programs in the schools.
- Ensure that nurses' monthly meetings are aligned to professional development, school health trends, best practices, legislation and regulations regarding school health as well as relevant district topics and needs.
- Collaborate in the orientation and training to all new nurses, including substitute nurses;
- Ensure fiscal responsibilities of ordering and maintenance of district's school health supplies.
- Conduct monthly staff meetings for school nurses and develop agendas in collaboration with the Director of Pupil Personnel and Special Services, Medical Advisor and Director of Public Health.
- Ensure that school nurses are providing necessary training and information regarding individual student medical needs/conditions.
- Responsible for district and state reports regarding student data and school health requirements.
- Act as a liaison between district, medical advisor, state and local health departments.
- Facilitate the collection of all Nurse's Connecticut health licenses on an annual basis.
- Support the assessment of situations involving students' safety, abuse (physical, sexual, drug, etc.) and other health related issues for the purpose of identifying problems, referring for proper treatment and complying with legal requirements.
- Oversee the consistent design and implementation of healthcare plans for students for the purpose of meeting the needs of students with chronic health problems and/or accommodation requirements.

- In complex cases, participates in Individual Educational Plan meetings, and interdisciplinary teams for the purpose of gathering, conveying and/or sharing information on student health needs, service delivery, and educational programs, and/or improving skills and knowledge.
- Consult with appropriate staff in events involving emergency services for students or staff.
- Adhere to all applicable professional safety standards and practices in the nursing field, including requirements set forth in federal and state law, and Occupational Safety and Health regulations.
- Serve as a building school nurse to ensure necessary coverage when seeking a substitute nurse has been exhausted.
- Fulfill other duties and responsibilities as assigned within the scope of the nursing practice.

The Nurse Supervisor must be able to:

- Maintain a stationary position for extended periods of time to operate computer, printer, telephone and other desktop equipment.
- Move about to access cabinet files, copy room materials, and attend meetings.
- Periodically meet with colleagues, staff, and vendors.
- Communicate with staff and external stakeholders virtually and in-person.

Required Knowledge, Skills, and Abilities:

Ability to administer emergency care throughout the facilities and/or grounds of the facilities.

Experience using a computerized documentation system and ability to train other nurses on the system.

Candidate must be proven to be responsible and reliable, possess strong communication skills, and have a valid CT driver's license and insurance.

Supervisory Requirements:

Working in Collaboration with Building Principals - Nursing Staff and Nursing Substitutes

Education and Experience:

Valid RN license from the State Department of Health Services to practice professional nursing.

Advanced Practice RN preferred.

Experience working in a public school is desirable.

Certification:

Current Certification Healthcare Basic Life Support.

Current Professional Rescuer CPR/AED certificate.

Work Year:

182 student days plus 14 additional days.

Exempt/Non-Exempt:

Non-exempt

Salary:

Background Check

Individual must submit to a successful

- CT Department of Children and Families background check.
- State and national criminal history record check.

Documents necessary to complete checks must be made within 10 days of hire.

Consistent with the Americans with Disabilities Act (ADA) and Connecticut law, it is the policy of the New Milford Public Schools to provide a reasonable accommodation when requested by a qualified applicant or employee with a disability, unless such accommodation would cause an undue hardship.

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my positions.

Signature of Employee

Date



New Milford Public Schools
50 East Street
New Milford, CT 06776

Title: Human Resources Benefits Specialist

Position Summary:

Reporting to the Director of Fiscal Operations and Director of Human Resources, the Human Resources Benefits Specialist performs responsible Human Resource administrative work of a complex, responsible and confidential nature, including a variety of clerical and administrative tasks related to the administration of employees and fringe benefits for the Board of Education.

Essential Functions:

The essential functions are illustrative and not a complete itemization of all duties and responsibilities of the position.

- Coordinates benefits across New Milford Public Schools, including but not limited to health, dental, life insurance, supplemental life insurance, Pension, Workers Compensation claims, unemployment claims and Long Term Disability.
- Routinely communicates with insurance carriers regarding employee coverage, benefit communications and problem-solving.
- Calculates adjustments to all deductions as necessary at the beginning and throughout the fiscal year.
- Administers the Flexible and Dependent Care Spending Accounts.
- Works closely with the Payroll Specialist to ensure accurate payroll deductions are taken.
- Works with the Payroll Specialist to process direct deposit and deferred compensation requests and changes.
- Maintains the time clock system including all add, delete and changes needed to employees and approvers.
- Actively participates in planning and running annual Open Enrollment.
- Coordinates maternity leaves, FMLA, Workers Compensation and other leave programs, notifying employees of leave parameters and responding to questions.
- Assists with Human Resources projects.
- Leverages the Human Resources system to automate processes and maintain records.
- Maintains confidential records, both paper and electronic.
- Processes confidential and non-confidential material which may include correspondence, information on forms, documents, budgets, schedules and reports with high speed and accuracy.
- Prepares statistical, technical and narrative reports.
- Serves as liaison for procedural questions based on knowledge of rules and regulations pertaining to Benefits categories.
- Coordinates the retirement program for all eligible staff.
- Serves as liaison with the Connecticut Teacher Retirement Board.
- Processes the district Pension Plan.
- Responsible for the liability, auto, and property insurance for the school system.

- Coordinates workers' compensation insurance for the district including processing the annual OSHA report for work-related injuries and illnesses.
- Processes Unemployment Claims received from the State of Connecticut.
- Responsible for 1095 processing and Internal Revenue Service (IRS) filing.
- Responsible for reporting all approved leaves to the Director of Fiscal Operations, Director of Human Resources and Superintendent.
- Performs other duties as assigned by the Director of Fiscal Operations and Director of Human Resources.

The Human Resources Benefits Specialist must be able to:

- Maintain a stationary position for extended periods of time to operate computer, printer, telephone and other desktop equipment.
- Move about the Central Office to access cabinet files, copy room materials, and attend meetings.
- Periodically meet with business office colleagues, staff, and vendors.
- Communicate with staff, external stakeholders virtually and in-person.

Required Knowledge, Skills, and Abilities:

Ability to apply and carry out written and oral instructions.

Knowledge of general office practices, procedures and bookkeeping techniques.

Strong Knowledge of Office programs (Word, Excel, PowerPoint; Access preferred) and Google.

Previous experience with MUNIS is preferred.

Ability to acquire working knowledge of state and federal regulations and legal requirements applicable to assigned activities and services.

Ability to learn and understand the internal operations, responsibilities and services.

Ability to work with speed and accuracy, establish priorities, process large volumes of paperwork and to develop and maintain complex records and files.

Ability to work independently and handle confidential information.

Ability to utilize software applications applicable to operations and activities.

Ability to establish and maintain effective working relationships with the Board of Education staff, parents, students, vendors and the general public.

Supervisory Requirements:

None

Education and Experience:

Bachelor's degree or the equivalent, and three years of progressively responsible administrative/clerical experience or an equivalent combination of experience and training may be considered. Human Resources benefits and leave experience is preferred.

Certification:

Certificate from an approved State of CT Higher Education program or nationally accredited certificate program in Human Resources is preferred.

Work Year:

This is a 12-month position.

Exempt/Non-Exempt:
Exempt and unaffiliated.

Salary:

Background Check

Individual must submit to a successful

- CT Department of Children and Families background check.
- State and national criminal history record check.

Documents necessary to complete checks must be made within 10 days of hire.

Consistent with the Americans with Disabilities Act (ADA) and Connecticut law, it is the policy of the New Milford Public Schools to provide a reasonable accommodation when requested by a qualified applicant or employee with a disability, unless such accommodation would cause an undue hardship.

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my positions.

Signature of Employee

Date

NEW MILFORD PUBLIC SCHOOLS

EMPLOYMENT REPORT

Regular Meeting of the Board of Education
New Milford, Connecticut
November 15, 2022

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

1. **Mrs. Yvonne Lynch**, Special Education Teacher, Sarah Noble Intermediate School effective February 1, 2023.

Retirement

2. CERTIFIED STAFF

b. OTHER

1. **Ms. Ellamae Baldelli**, Project Based Work – Human Resources effective October 31, 2022.

20 days up to \$13,000
Combination of remote & in-person

3. CERTIFIED STAFF

c. APPOINTMENTS

1. **Mrs. Sara Lucuk**, Elementary Teacher at Sarah Noble Intermediate School effective November 7, 2022.
2022-2023 Salary – \$55,296 (step 1 Masters), pro-rated to start date

Education History:
BA: St. Joseph College
Major: Psychology
MS: University of Bridgeport
Major: Education

Work Experience:
1 yr. Seymour

Rep: M. Piersall

4. NON-CERTIFIED STAFF AND LICENSED STAFF

a. RESIGNATIONS

1. **Mrs. Liza Helmig**, Secretary to Assistant Principal, Schaghticoke Middle School effective November 15, 2022.
2. **Mrs. Patricia Silverman**, Administrative Assistant to the Superintendent of Schools effective January 1, 2023.
3. **Mrs. Jennifer Smith**, Secretary to the Director of Fiscal Services and Operations effective November 11, 2022.

Personal Reasons

Retirement

Took position elsewhere

5. NON-CERTIFIED AND LICENSED STAFF

b. APPOINTMENTS

1. **Ms. Makensie Nelson**, Paraeducator, New Milford High School effective date to be determined, pending passing of para pro test.
2. **Ms. Zelia Schimanskey**, Custodian, New Milford High School effective November 2, 2022.

\$15.67 per hour - Hire Rate
\$17.31 per hour – Job Rate
(after completion of probationary period)
7 hours per day/5 days per week

Rep. A. Wiltshire

\$24.32 per hour

Rep. B. Moore

6. ADULT EDUCATION STAFF

a. RESIGNATIONS

1. None

7. ADULT EDUCATION STAFF

b. APPOINTMENTS

1. None

8. BAND STAFF

a. RESIGNATIONS

1. None

9. BAND STAFF

b. APPOINTMENTS

1. **Mr. George Maloney**, Marching Band, Music/Visual Tech, New Milford High School effective August 15, 2022.

2022-2023 Stipend: \$992

10. COACHING STAFF

a. RESIGNATIONS

1. **Mr. Peter (Casey) Gawlak**, Girls' Varsity Indoor Track Coach, New Milford High School effective October 14, 2022.
2. **Mr. Peter (Casey) Gawlak**, Boys' Varsity Indoor Track Coach, New Milford High School effective October 14, 2022.

Personal Reasons

Personal Reasons

11. COACHING STAFF

b. APPOINTMENTS

1. **Ms. Tricia Blood**, Interscholastic Boys' Basketball Coach, Schaghticoke Middle School effective December 1, 2022.
2. **Ms. Tricia Blood**, Intramural Girls' Basketball Coach, Schaghticoke Middle School effective December 1, 2022.
3. **Mr. Rob Hibbard**, Interscholastic Girls' Basketball Coach, Schaghticoke Middle School effective December 1, 2022.
4. **Mr. Rob Hibbard**, Intramural Boys' Basketball Coach, Schaghticoke Middle School effective December 1, 2022.

2022-2023 stipend: \$1985

Current Staff Member

2022-2023 stipend: \$992

Current Staff Member

2022-2023 stipend: \$1985

Current Staff Member

2022-2023 stipend: \$992

Current Staff Member

12. LEAVES OF ABSENCE

1. None



Public School Information System
School Summary*
96 New Milford School District

State of Connecticut
Department of Education
P.O. Box 2219
Hartford, CT 06145-2219

October 2022

School	Facility Code	Enroll	Applicable Grades															
			PK	KH	KE	KF	1	2	3	4	5	6	7	8	9	10	11	12
Hill And Plain School	0960511	377	42	0	0	112	120	103	0	0	0	0	0	0	0	0	0	0
Litchfield Hills Transition Center	0969011	21	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21
New Milford High School	0966111	1,246	0	0	0	0	0	0	0	0	0	0	0	0	299	338	308	301
New Milford Public Schools Expulsion Program	0960111	5	0	0	0	0	0	0	0	0	0	0	2	1	0	1	0	1
Northville Elementary School	0960811	448	52	0	0	135	134	127	0	0	0	0	0	0	0	0	0	0
Sarah Noble Intermediate School	0960911	755	0	0	0	0	0	0	257	260	238	0	0	0	0	0	0	0
Schaghticoke Middle School	0965211	811	0	0	0	0	0	0	0	0	0	278	250	283	0	0	0	0

Total Enrollment: 3,663

* Includes all students enrolled in district schools, including students coded as homebound or in a detention center.
EXCLUDES students placed out of district or attending Bristol Technical Education Center.

NEW MILFORD PUBLIC SCHOOLS

Food and Nutrition Services Department

22 Hipp Road

New Milford, Connecticut 06776

(860) 354-3712 • FAX (860) 354-2118



Sandra Sullivan, RD, CD-N
Director

To: Anthony Giovannone
From: Sandra Sullivan
Date: October 21, 2022

Re: Health Inspections

On February 1, 2022, the New Milford Department of Health joined the Housatonic Valley Health District (HVHD). The HVHD has completed its first inspection for the 22-23 school year. Inspections occur two to three times per year. The evaluations include all kitchens, service areas and storage facilities. I am happy to report the following exceptional scores:

Hill and Plain School	98
Northville School	100
Sarah Noble Intermediate School	100
Schaghticoke Middle School	100
New Milford High School	97

Cc: Dr. JeanAnn Paddyfote
Ray Manka
Linda Scoralick
Anne Bilko
Gwen Gallagher
Eric Williams



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

4-D
November 2022

TO: Dr. JeanAnn Paddyfote, Interim Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: November 3, 2022
RE: Update on Transportation Requests

So far this year thankfully there has not been the need to run a 3rd tier of busing with delayed notification to families and staff as was required last year.

Since July 2022 there have been 62 complaints or inquiries regarding general busing issues. Most of these were simple requests for a stop/route change. 11 of the 62 required a site visit by either me or the Transportation Manager from All-Star Transportation.

All of these requests were considered and most were not approved based off of the fact that the current stop/route was within policy.

During the same time period last year we had 49 total complaints or inquiries regarding general busing issues.

Two of the 62 complaints or inquiries regarding busing this year resulted in requests for a formal hearing:

1. The first was in July of 2022 that resulted in the Board approving an accommodation.
2. The other took place in August of 2022 in which the case was decided in favor of the Board.

The Board of Education policy 3541 is the lens through which each request for a change is evaluated. That policy was last updated in June of 2015 and is attached to this memo.

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

Business/Non-Instructional Operations

Transportation Services

Statement of Policy

This policy applies to students enrolled in the New Milford Public Schools and such other schools as the district is mandated to provide pupil transportation services. The Superintendent of Schools shall administer the district's operations in such a manner as to:

1. provide for the reasonable safety of students.
2. supplement and reinforce desirable student behavior patterns.
3. assist handicapped students appropriately.
4. enrich the instructional program through carefully planned field trips as recommended by the staff.

Definitions

1. "Bus stop" means a geographical location designated by the Board of Education or School Administration where pupils can board or disembark from a school bus.
2. "School transportation" means the procedure, program, or fully effective and implemented plan by which a pupil is conveyed to and/or from school from his/her residence or the bus stop at public expense, whether by use of publicly owned equipment or by contract. Such transportation shall be over public roads approved by the municipality or private roads approved pursuant to C.G.S. Section 10-220c.
3. "Walking distance" means the linear measure of a prescribed or authorized pedestrian route between the pupil's residence and his/her school from a point at the curb or edge of a public or private road nearest the pupil's residence to a point at the entrance of the school, or a safe entrance to the school grounds located within one hundred feet of the school building entrance or the bus pick-up area, or route from the point on the public thoroughfare nearest the residence to the school bus vehicle embarkation point established by the New Milford Board of Education.
4. "One mile walking distance" means a reasonable measurement of a route to be traversed extending from the point of measurement up to 5,280 feet.
5. "Grade K" means kindergarten, or a school program appropriate to a beginning pupil.
6. "Hazard" means a thing or condition, as prescribed in this policy under "Hazardous Condition—Transportation Guidelines" that affects the safety of pupils walking to and from school, and/or bus stop.

Business/Non-Instructional Operations

Transportation Services

Definitions (continued)

7. "Sidewalk" means a portion of the landscape right of way approximately three feet wide, usually parallel to the traffic lanes which may be paved or unpaved, distinguished by some elevation above the street pavement level and marked by curbing, drainage ditch, grass area or fencing; apart from and independent of any painted safety markings along the street pavement.
8. "Raised walk area" means a portion of the landscape right of way approximately three feet wide, usually parallel to the traffic lanes which may be paved or unpaved, distinguished by some elevation above the street pavement level and marked by curbing, drainage ditch, grass area or fencing; apart from and independent of any painted safety markings along the street pavement.
9. "Pupil" means any individual of school age enrolled in a public or nonprofit private school located within the school district or contiguous school district as the case may be.
10. "Backing" of the school bus shall be avoided, if possible. When backing maneuvers cannot be avoided, children shall be retained inside the bus. If there are children outside the bus, no backing maneuvers shall be made unless a competent adult observer is on hand to direct the maneuver.

Provision of Transportation

Transportation by private carrier may be provided whenever such practice is more economical than using school district-owned/leased facilities.

The Board of Education will furnish transportation to resident public students living outside of the following limits, based on the most direct route from the students' home beginning at a point at the curb or edge of a public road or highway nearest the home to the edge of the school property or bus pickup area:

<u>Grades</u>	<u>Distance</u>
K-2 students	0.5 mile
3-8 students	1 mile
9-12 students	1.5 miles

Business/Non-Instructional Operations**Transportation Services**

Students living within these limits will receive transportation when, in the opinion of the Board, a hazard is present.

Cul-de-Sac/Dead Ends

Except in cases where hazardous conditions exist as defined in this Policy, buses will not enter any Cul-de-Sac or Dead End Road which distance is the same or less than that proscribed for the grade level of children being transported as referenced in Provision of Transportation.

Riding Time

It is an objective of this policy that students not be required to spend more than one hour, each way, riding on the school bus. It is understood that in some instances this objective may not be achieved due to the following but not limited to road conditions, weather conditions, and the number of stops required on a particular route.

Hazardous Conditions—Transportation Guidelines

1. Any walking route to either the bus stop or the school which is in excess of the previously designated walking distances shall be deemed hazardous.
2. A street or road having an adjacent or parallel sidewalk or raised walk area shall be deemed hazardous when any one of the following conditions exists:
 - (a) For pupils enrolled in grades K through 2, the absence of pedestrian crossing light or crossing guard where three or more streets intersect, and a street crossing where there are no stop signs or cross guards and the traffic count during the time that pupils are walking to or from school exceeds sixty vehicles per hour at the intersection;
 - (b) For pupils enrolled in grades 3 through 12, the absence of pedestrian crossing light or crossing guard where three or more streets intersect, and a street crossing where there are no stop signs or cross guards and the traffic count during the time that pupils are walking to or from school exceeds ninety vehicles per hour at the intersection;
 - (c) For all pupils, any street, road, or highway with speed limits in excess of forty miles per hour which do not have pedestrian crossing lights or crossing guards or other safety provisions at points where pupils must cross when going to or from school or the bus stop;

Business/Non-Instructional Operations**Transportation Services****Hazardous Conditions – Transportation Guidelines** (continued)

- (d) For all pupils, the usual or frequent presence of any nuisance such as open man-holes, construction, loading zones where delivery trucks are permitted to park on walkways, commercial entrances and exits where cars are crossing walking areas at speeds in excess of five miles per hour, and the like, including such nuisance which are hazardous or attractive to children.
 - (e) For all pupils, the usual or frequent presence of snow plowed or piled on the walk area making walkways unusable and the presence of any of the conditions described in Sections 3(a)-(c) immediately hereafter.
3. Any street, road, or highway which has no sidewalks or raised walk areas shall be deemed hazardous if any one of the following conditions exist:
- (a) For pupils enrolled in grades K through 2, any street, road or highway possessing a traffic count of sixty or more vehicles per hour at the time that pupils are walking to or from schools or bus stops;
 - (b) For all pupils, the presence of man-made hazards including attractive nuisances, as described in Section 2(d) immediately preceding this section;
 - (c) Any street, road, or highway possessing a speed limit in excess of thirty miles per hour;
4. Any bus stop located on any street, road, or highway which has no sidewalks or raised walk areas shall be deemed hazardous when the line-of-sight visibility together with posted speed limits do not permit vehicular braking/stopping in accordance with the American Association of State Highway and Transportation. Due to the rural nature of the New Milford community, it is not possible to apply these line-of-sight requirements to the pedestrian route to and from a bus stop when such pedestrian route is along a road(s) with a speed limit of 25 miles per hour or less. Similarly, these line-of-sight requirements do not apply to bus stops serving a single family at a location adjacent to their property.
5. Any walkway, path, or bridge in an area adjacent or parallel to railroad tracks shall be considered hazardous unless a suitable physical barrier along the entire pedestrian route is present and fixed between pupils and the tracks; and any crossing of railroad tracks that carry moving trains during hours that pupils are walking to or from school shall be deemed hazardous unless, (1) a crossing guard is present; or (2) an automatic control bar is present at crossings used by pupils under age ten, or, a bar or red flashing signal light is operational when the crossing is used by pupils.

Business/Non-Instructional Operations

Transportation Services

Hazardous conditions – Transportation Guidelines (continued)

6. Any walkway, path, or bridge adjacent or parallel to a lake, pond, stream, culvert, water-way, or bridge shall be deemed a hazard for pupils in grades K through 5 in the absence of a fence or other suitable barrier fixed between the pupil and the water.
7. Any area adjacent to a roadway, sidewalk, or bridge having a drop of three or more feet per four feet of travel length on either side of the established lanes, the absence of a fence or other suitable barrier shall be deemed hazardous for pupils in grades K through 5.
8. Any street, road, walkway, sidewalk, or path designated as a walking route for all school pupils that passes through an area which has a history of aggressive acts of molestation resulting in actual or threatened physical harm or moral degradation during the hours when pupils ordinarily walk to or from school shall be deemed hazardous.
9. Walking to or from school or the bus stop at any time prior to one-half hour before sunrise or any time one-half hour after sunset shall be deemed hazardous for pupils in grades K through 5.
10. These guidelines are applicable to private roads approved for passage of school transportation vehicles in accordance with C.G.S. Section 10-220c.
11. Pupils with physical handicaps and/or health conditions rendering them unable to walk to either the bus stop or school, as determined by their physician and the school district's medical advisor, shall receive appropriate transportation.
12. Exception: The New Milford Board of Education may grant an exception to any provision of this guideline where a peculiar condition or combination of conditions renders such condition(s) a hazard based upon reasonable judgment.

Students Receiving Special Education

Any modifications of these transportation services for special education pupils and pupils eligible for services under Section 504 of the Rehabilitation Act shall be determined on an individual basis.

Business/Non-Instructional Operations

Transportation Services

Suspension of Transportation Services

The New Milford Board of Education has the authority to suspend transportation services of any pupil whose conduct, while awaiting or receiving transportation to or from school, endangers persons or property or constitutes a violation of a publicized Board policy. The decision to suspend a student from transportation services for improper conduct is not reviewable under Connecticut General Statutes §10-186. Suspension from school transportation will be carried out in accordance with the Board's Policy on Student Behavior on School Transportation [Policy 5131.1(a-b)]

Transportation Safety—Reporting of Complaints

The Superintendent of Schools will develop and implement procedures for reporting of all complaints relative to school transportation.

Legal Reference: Connecticut General Statutes
 §§10-186
 10-220
 10-220c
 10-221c
 14-275
 14-275a
 14-275b
 14-275c
 14-276a(c)

Conn. State Agencies Regs.
 §10-76d-19.

Policy adopted: June 11, 2002
 Policy revised: December 12, 2006
 Policy revised: June 10, 2008
 Policy revised: October 11, 2011
 Policy revised: December 11, 2013
 Policy reviewed: February 25, 2014
 Policy revised: June 9, 2015

NEW MILFORD PUBLIC SCHOOLS
 New Milford, Connecticut

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



Holly Hollander
Assistant Superintendent of Schools

TO: Dr. JeanAnn Paddyfote Holly
FROM: Hollander, ~~Handwritten signature~~
DATE: October 27, 2022
RE: 22-23 Entitlement Grants

The grants listed below will be used to supplement district funds and not to supplant them. It breaks down as follows:

- **District Consolidated Grant:**

Title I: \$424,089.00 *Improving Basic Programs operated by Local Educational Agencies.* Last year we received \$400,192.00. This money is used for literacy and math coaches, an interventionist, summer school supplies and salaries, technology, and for student support services at our Title I schools (HPS, NES, SNIS and SMS).

Title II: \$68,626.53 *Teacher and Principal Training and Recruiting* Last year we received \$67,946.50. This money is used for professional development for our certified staff.

- **Title III Grant:** \$30,137.00 *English Language Acquisition and Language Enhancement* Last year we received \$24,853.00. The money will be used for districtwide professional learning, EL Instructional Support, curriculum enhancement, supplemental textbooks, software, and an after school program.
- **Bilingual Grant:** \$17,537.00 Last year we received \$4,621.00. The money will be used across district with bilingual programs in order to support student learning. Bilingual programs are currently required in SNIS, HPS, SMS and NES.
- **Title IV:** \$24,446.41 Last year we received \$22,084.79. The money will be used for STEM professional development, school climate through Welcoming Schools, and continued training on restorative practices.