

**New Milford Board of Education  
Meeting Minutes  
May 21, 2024  
Sarah Noble Intermediate School Library Media Center**

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2024 MAY 23 P 2:43  
NEW MILFORD, CT

<b>Present:</b>	<p>Mrs. Wendy Faulenbach, Chairperson Mrs. Tammy McInerney Mr. Tom O'Brien Mrs. Leslie Sarich Mr. Brian McCauley (present until 8:15pm) Mr. Eric Hansell (arrived at 7:05pm) Mrs. Sarah Herring Mr. Dean Barile</p>
<b>Absent:</b>	

<b>Also Present:</b>	<p>Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Jeffrey Turner, Director of Technology Mrs. Teresa Kavanagh, Director of Human Services Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mr. Matthew Cunningham, Director of Facilities Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Naomi Post, Student Representative</p>
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<b>1.</b>	<b>A.</b>	<p><b>Call to Order</b> Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 7:00 pm by Mrs. Wendy Faulenbach, Chairperson. The Pledge of Allegiance immediately followed the call to order.</p>	<p><b>Call to Order</b> Pledge of Allegiance</p>
<b>2.</b>	<b>A.</b>	<p><b>Public Comment</b> None</p>	<b>Public Comment</b>
<b>3.</b>		<p><b>IDEAL STUDENTS RECOGNITION: SARAH NOBLE INTERMEDIATE SCHOOL</b> Dr. Parlato stated the Ideal Student Recognition recognizes students based on the ideas we live by: Focus, Collaboration, Creativity, and Heart. Dr. Parlato presented certificates to the SNIS advanced band and advanced orchestra students: Nolan Bernardi, Lucinda Chapman, Olivia Chhay, Joseph Ciraolo, Christopher Cossuto, Annabella Davis Anna Harvey, Matthew Howard, Nora Jewell, Grayson Kamp, Nick LiuConnor Mclean, Victoria</p>	<p><b>IDEAL STUDENTS RECOGNITION: SARAH NOBLE INTERMEDIATE SCHOOL</b></p>

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	<p>Montgomery, Alyssa Morais, Douglas Muckerman, Julian Obijiski, Joseph Panepento, Izabella Serrano-Santiago, Molly Strasser, Evan Symington, Parker Tunick, Mary Valverde, Charles Vengrove, Henry Vermillion, Hailey Walling and Isabella Xavier.</p>	
<p>4.</p>	<p><b>RETIREE RECOGNITION</b>                  Dr. Parlato stated this year's group of retirees represents 222 years of service to New Milford Public Schools. Dr. Parlato stated she is grateful and thankful to them for their education, knowledge, and understanding. Retirees were: Susan Baerny, 18 years of service; Michael Fitzgerald, 28 years of service; Viola Gorman, 42 years of service; Darryl Gregory, 12 years of service; Susan Holland, 24 years of service; Caroline Holub, 19 years of service; Kathy Miller, 18 years of service; Helieth Sanchez, 17 years of service; Donna Urban, 8 years of service; Connie Williams, 24 years of service; and Jean Wiltshire, 12 years of service.</p> <p><i>The board recessed for refreshments at 7:15 pm.                  The board resumed at 7:35 pm.</i></p>	<p><b>RETIREE RECOGNITION</b></p>
<p>5.</p>	<p><b>PTO REPORT</b>                  Mrs. Byrd stated Hill &amp; Plain (HPS) and Northville (NES) had field trips for all their grades, an ice cream social, Mother's Day event, field day events, and 2nd grade send offs. Sarah Noble (SNIS) is having field trips for all grades, upcoming field days, and the 5th grade send off. Schaghticoke Middle School (SMS), is having their annual ice cream social and 8th grade picnic.</p> <p>At New Milford High School (NMHS), there is the senior picnic, balloon towers for the graduation ceremony, and field day. Mrs. Byrd will be presenting senior scholarships, which are funded by various events, including the Sip-and-Stroll and clothing drive. Mrs. Byrd stated she is thankful to the whole community who supports the fundraisers. She thanked the teachers and staff who have worked with the PTOs over the years, including those retiring: Mrs. Sanchez, Mrs. Bearney, Mr. Fitz, and Mr. Gregory.</p>	<p><b>PTO REPORT</b></p>

	<p>Mrs. Faulenbach added the board is grateful for the PTO.</p>	
<p><b>6.</b></p>	<p><b>STUDENT REPRESENTATIVES REPORT</b>          Ms. Post stated NES had their Mini Kindergarten Experience for incoming students. The PTO hosted a high-tech-high-touch science activity, 2nd graders went to the Ridgefield playhouse, and 1st graders are going to the Pratt Center. There was a STEAM night and there will be the 2nd grade send off.</p> <p>SNIS had concerts both during the day and evenings. There have been lots of arts and workshops.</p> <p>HPS celebrated Teacher Appreciation Day, School Nurses Day and Speech Language Pathologist Day. HPS was one of the top 25 schools in Connecticut to raise money for the Kids for Heart challenge.</p> <p>Schaghticoke Middle School (SMS) had an internet safety assembly. The school climate committee organized an ABC countdown, and incoming students visited SMS. There are spring concerts happening and a dinner/dance for 8th graders.</p> <p>NMHS is having their senior banquet and senior picnic this week. There will be concerts for chorus, orchestra, and band, including the Big Band Bash in June. Graduation will be June 15th.</p> <p>Teachers of the year were announced.</p> <p>Mrs. Faulenbach thanked Ms. Post for her help being a student representative.</p>	<p><b>STUDENT REPRESENTATIVES REPORT</b></p>

7.	A.	<p><b>APPROVAL OF MINUTES</b>          Approval of the following Board of Education Meeting Minutes:              1. Regular Meeting Minutes April 30, 2024</p> <p><i>Mrs. Sarich moved to approve the Regular Meeting Minutes April 30, 2024. Seconded by Mr. Hansell. Vote passed 7-0-1, Mr. McCauley abstained.</i></p>	<p><b>APPROVAL OF MINUTES</b>          A. Approval of the following Board of Education Meeting Minutes:              1. Regular Meeting Minutes April 30, 2024</p> <p>Motion made and passed to approve the Regular Meeting Minutes April 30, 2024.</p>
8.		<p><b>SUPERINTENDENT’S REPORT</b>          Dr. Parlato stated there are 12 days of school remaining. She is looking forward to the end of year events including SMS promotion and graduation ceremonies for Litchfield Hills Transition Center and NMHS.</p>	<p><b>SUPERINTENDENT’S REPORT</b></p>
9.	<p>A.</p> <p>B.</p> <p>C.</p>	<p><b>SUBCOMMITTEE REPORTS</b></p> <p><b>Policy</b>          Mrs. Sarich stated Policy is not being discussed in this meeting but the 9000 series will be discussed in June.</p> <p><b>Committee on Learning</b>          Mrs. McInerney stated there is new and revised curriculum for SMS on the agenda. There was a presentation from Ms. Hollander's team, giving an overview of MTSS, a tiered system for students who may need extra support. There was also an update on Science of Reading. She is looking forward to keeping students motivated for next year with the new curriculum.</p> <p><b>Facilities</b>          Mr. O’Brien stated there are still problems with the NMHS roof. He stated there are two other items that have been on the agenda for a long time being resolved soon: the NMHS woodshop and the SNIS oil tank. Mr. O’Brien thanked Mr. Cunningham for putting together focus groups with stakeholders at SNIS, HPS, and NES. One of the suggestions that came from those groups was to install 8’ basketball hoops for the younger students.</p>	<p><b>SUBCOMMITTEE REPORTS</b></p> <p><b>A. Policy</b></p> <p><b>B. Committee on Learning</b></p> <p><b>C. Facilities</b></p>

	<b>D.</b>	<b>Operations</b> Mr. Hansell stated the funding for the turf field replacement is on target. He noted the year end projects have numbers in them that are not cost, but numbers that are not to be exceeded.	<b>D. Operations</b>
<b>10.</b>		<b>BOARD CHAIRMAN’S REPORT</b> Mrs. Faulenbach stated tonight is referendum and there are many events coming up. She encouraged the board members to attend what they could.  Mr. McCauley thanked the board for the plant and condolences on the passing of his father. Mrs. Faulenbach expressed condolences on behalf of the Board for his loss.	<b>BOARD CHAIRMAN’S REPORT</b>
<b>10.</b>	<b>A.</b> <b>B.</b> <b>C.</b>	<b>DISCUSSION AND POSSIBLE ACTION</b> <b>Projected Year End Balance</b> <b>End of Year Projects</b> <b>Monthly Reports</b> <b>1. Budget Position dated April 30, 2024</b> <b>2. Purchase Resolution: D-782</b> <b>3. Request for Budget Transfers</b>  <b>Projected Year End Balance and End of Year Projects</b> Mr. Giovannone stated this takes into consideration the balance as of the end of April, there are projects through May and June. Currently there is an ending balance of approximately 1.4 million dollars. This has historically gone into Capital Reserve and Turf Field replacement. Mr. Giovannone stated he will provide an update if there are approved projects before the end of the year. His document included year end balance averages over the last 10 years.  Mrs. Faulenbach thanked Mr. Giovannone for the chart and explanation. She noted the end of year balances that were pre-Covid, stating some years were under \$100,000. The numbers tell a story. They are the only board in the state that can be held personally responsible if there is a deficit. She also noted that the end of year balances go back to the taxpayers in the form of capital reserve.  Mr. Giovannone stated he will provide an updated	<b>DISCUSSION AND POSSIBLE ACTION</b>  <b>A. Projected Year End Balance</b> <b>B. End of Year Projects</b> <b>C. Monthly Reports</b> <b>1. Budget Position dated April 30, 2024</b> <b>2. Purchase Resolution: D-782</b> <b>3. Request for Budget Transfers</b>

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	<p>mem, with a new balance and recommended motion with amounts that are pending final audit, that will go into Capital Reserve or Turf Field.</p> <p>Mrs. Faulenbach stated they try to wrap that up in June so the Board, Town Council, and Board of Finance, pending final audit, can deposit the funds appropriately. The Board in the past has carved out a few buckets for End of Year Balance. One is Capital Reserve and the other is Turf Field. Mr. Giovannone has updated the sheet to reflect the \$100,000 match from the Board and the Town for the Turf Field, closing the gap on what was promised to be funded. In the June meeting, they will be asking for a motion, pending final audit, that those funds be put into the Capital Reserve and the Turf Field. In the past they have also carved out for Covid allotment. Mrs. Faulenbach stated she would keep the Board updated if they do move forward with a motion in June on what happens with Town Council and Board of Finance.</p> <p>Mr. Giovannone state memo 10 B. is a lead in into the monthly reports. It outlines the projects that are being recommended as End of Year Projects that are going to be part of Purchase Resolution 782. He also noted these are amounts that are recommended to not exceed. Some, if approved, may not come to fruition if the vendor cannot provide goods or services by June 30th.</p> <p><b>Monthly Reports:</b> Mrs. McInerney asked about the ESG payment. Mrs. Faulenbach noted the monthly reports do not reflect a Capital Reserve expected withdrawal to cover the ESG program. Mrs. McInerney stated they had questions as a Board as to what the savings and payout is. Mrs. Faulenbach stated they have had weekly meetings to get updates. The funds have to be withdrawn but it needs to be done confidently, and seeing where savings is being captured. There needs to be more data provided. Once they are comfortable with it, there will be an expected withdrawal each year from capital offset by the</p>	
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	<p>savings.. Mr. Giovannone stated the \$960,000 represents 2 amounts, one for 2023 and 2024.</p> <p>Mrs. Sarich asked if over the 20 year commitment, will the payments go down or will they remain the same. Mr. Giovannone stated the payments will be roughly \$440,000 each year. The town is \$220,000 a year. Mrs. Sarich asked if there are savings being realized. Mr. Giovannone stated there are cost savings related to energy savings and has asked the NV5 vendor to show those savings, but has not received it. There was a delay in the start up phase, so the savings will lag the payments that are due over the course of the 20 years. Neither he nor Dr. Parlato have brought the request for payment because they do not have proper documentation of the amounts and time frames.</p> <p>Mr. Hansell noted the Board still has not received a dashboard. There was a deadline and it was missed. Mrs. Faulenbach stated there have been target dates that have been missed for a variety of reasons. Once the data and savings are finalized, that will come before the board. That has not been provided as of yet.</p> <p>Mrs. Faulenbach asked about Lease Rental. Mr. Giovannone stated because of efficiencies there is a copier savings and does not expect to pay the whole amount. Mrs. Faulenbach asked if Student Transportation is still being teased out. Mr. Giovannone stated yes. Mrs. Faulenbach asked if public and private placements will fall to the bottom line. Mr. Giovannone replied they are unencumbered and are not expected to be encumbered. Mrs. Faulenbach noted most of these are bottom line. Mr. Giovannone stated they all are, as of the end of April 2024. Once he provides an End of Year update, the amounts will be revised to correlate.</p> <p>Mrs. Faulenbach asked about revenues and if there is an excess cost update. Mr. Giovannone stated not at this time. The first of two payments have come in but is waiting on the second of two payments. He</p>	
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	<p>provided a memo last month that it is projected to come in under budget. In the memo for Projected End of Year Fund Balance, revenue is coming in at a total of \$456,000 under what was expected. Approximately \$230,000 of that is directly related to excess cost. They budgeted for more revenue than has been received so far, at this point, for the year, and what is expected to be received for the end of the year. Mrs. Faulenbach noted budgeting is done 18 months in advance, and it is difficult to project certain revenues, which means they will be taking a \$400,000 loss.</p> <p><i>Mr. O'Brien moved to approve monthly reports: Budget Position dated 4/30/24; Purchase Resolution: D-782; and Request for Budget Transfers. Seconded by Mr. Hansell. Vote passed unanimously.</i></p> <p><b>D. Bid Award – RFP E-2324-008 Special Education Opportunity Review</b></p> <p>Mrs. McNerney asked how long the review will take. Dr. Parlato stated it is done in phases over 2.5 years. Mrs. Faulenbach stated she supports this 100% and is thrilled to see it. We need to review what we are providing service-wise appropriately and where we are vulnerable. Mr. McCauley agreed. Mrs. Olson stated the review will help them see what is being done well and what can be improved upon.</p> <p><i>Mrs. McNerney moved to approve Bid Award – RFP E-2324-008 Special Education Opportunity Review. Seconded by Mr. Barile. Motion. Vote passed unanimously.</i></p> <p><b>E. Healthy Food Certification (HFC) Statement for School Year 2024-25</b></p> <p>Mrs. Sarich stated she is voting in favor of this but does not like the state dictating what food can and cannot be provided for students, and the \$40,000 would be difficult to lose. Mr. Hansell noted that the</p>	<p>Motion made to approve monthly reports: Budget Position dated 04/30/24; Purchase Resolution: D-782; and Request for Budget Transfers. Motion passed unanimously.</p> <p><b>D. Bid Award – RFP E-2324-008 Special Education Opportunity Review</b></p> <p>Motion made to approve the Bid Award – RFP E-2324-008 Special Education Opportunity Review. Motion passed unanimously.</p> <p><b>E. Healthy Food Certification (HFC) Statement for School Year 2024-25</b></p>
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	<p>funds go directly to the Food Services Department, which is self-sustaining. Not having the money would be a big loss. Mrs. Faulenbach noted it would affect the families too. There is clear structure put in place on how to identify and maintain it. Mrs. McInerney added that they will work with organizations to make sure they're providing food that is acceptable for school events. Mr. Hansell asked if the money is used for a hired position. Mrs. Faulenbach stated no.</p> <p><i>Mrs. McInerney moved pursuant to C.G.S. Section 10-215f, the New Milford Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2024, through June 30, 2025. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups. Seconded by Mr. McCauley. Motion passed 7-1-0 with Mr. Barile voting no.</i></p> <p><i>Mrs. McInerney moved for the New Milford Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section</i></p>	<p>Motion made that pursuant to C.G.S. Section 10-215f, the New Milford Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2024, through June 30, 2025. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups. Motion passed 7-1-0.</p> <p>Motion made for the New Milford Board of Education will allow the sale to students of food items that do not meet the Connecticut</p>
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	<p><i>10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "regular school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held and must be the same place as the food and beverage sales. Seconded by Mr. McCauley. Vote passed unanimously.</i></p> <p><b>F. Curriculum:</b></p> <ol style="list-style-type: none"> <li>1. Computer Science 1</li> <li>2. Computer Science II</li> <li>3. Communication Arts I</li> <li>4. Communication Arts II</li> <li>5. General Music 6</li> <li>6. General Music 7</li> <li>7. General Music 8</li> <li>8. Introduction to Acting</li> <li>9. Introduction to Digital Media</li> </ol>	<p>Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "regular school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held and must be the same place as the food and beverage sales. Motion passed unanimously.</p> <p><b>F. Curriculum:</b></p> <ol style="list-style-type: none"> <li>1. Computer Science 1</li> <li>2. Computer Science II</li> <li>3. Communication Arts I</li> <li>4. Communication Arts II</li> <li>5. General Music 6</li> <li>6. General Music 7</li> <li>7. General Music 8</li> <li>8. Introduction to Acting</li> <li>9. Introduction to Digital Media</li> </ol>
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		<p>Mrs. McInerney stated a lot went into writing the curricula and is excited for it.</p> <p><i>Mr. Barile moved to approve the following Curricula: Computer Science I, Computer Science II, Communication Arts I, Communication Arts II, General Music 6, General Music 7, General Music 8, Introduction to Acting and Introduction to Digital Media. Seconded by Mr. Hansell. Motion passed unanimously with Mr. McCauley absent for the vote.</i></p>	<p>Motion made to approve the following Curricula: Computer Science I, Computer Science II, Communication Arts I, Communication Arts II, General Music 6, General Music 7, General Music 8, Introduction to Acting and Introduction to Digital Media. Motion passed 7-0-1.</p>
<p><b>1.</b></p>	<p><b>A.</b></p> <p><b>B.</b></p> <p><b>C.</b></p> <p><b>D.</b></p> <p><b>E.</b></p> <p><b>F.</b></p>	<p><b>ITEMS OF INFORMATION</b></p> <p><b>Employment Report April 2024</b> Mrs. Kavanaugh stated they have their first hire for the 24/25 school year.</p> <p><b>Enrollment Report - May 21, 2024</b> Dr. Parlato stated it is stable.</p> <p><b>NMHS Update</b> <b>1. Roof</b></p> <p>Mr. Cunningham stated he has still not received a concrete plan for the missing fasteners and screws.</p> <p><b>Central Office Update:</b> Mrs. Faulenbach stated she spoke with the Mayor and they will be discussing Central Office over the summer. Mrs. McInerney asked who pays if they hire an A&amp;E firm to do a feasibility study. Mrs. Faulenbach stated that has to be decided, but it is a lot of money.</p> <p><b>Field Trip Report</b> Dr. Parlato stated there are several field trips happening, including those for the students transitioning to a new school level. SMS is doing a model youth program in Hartford to learn about civics.</p> <p><b>Gifts and Donations</b> No discussion.</p>	<p><b>ITEMS OF INFORMATION</b></p> <p><b>A. Employment Report</b></p> <p><b>B. Enrollment Report - May 21, 2024</b></p> <p><b>C. NMHS Update</b> <b>1. Roof</b></p> <p><b>D. Central Office Update</b></p> <p><b>E. Field Trip Report</b></p> <p><b>F. Gifts and Donations</b></p>

	<p><b>G. IDEA FY 2025 Grant</b> Mrs. Olson stated IDEA is a federally funded, non-competitive grant. A large portion is for the 3-22 year old group and a smaller portion goes to the preschool. The grant was approved today. Dr. Parlato thanked Mrs. Olson and Mr. Giovannone for their work on it.</p> <p>Mrs. Herring asked for an update regarding the HVAC evaluation being done in the schools. Mr. Cunningham stated he is waiting until school is out to do the full test, but initial tests are currently happening on the building management system. Dr. Parlato stated they are placing themselves in a good position for round 3. Mrs. Herring stated, with the heat, buildings are uncomfortable and something has to be done with the A/C. Dr. Parlato stated doing the evaluation of the HVAC will give a good understanding of the systems as a whole.</p> <p><b>H. PEP Grant</b> Ms. Hollander stated they are fortunate to have Christy Martin leading the way. Her budget is sustained every year because of her hard work. Ms. Hollander also mentioned she hopes people attend Adult Education Graduation.</p>	<p><b>G. IDEA FY 2025 Grant</b></p> <p><b>H. PEP Grant</b></p>
<p><b>12.</b></p>	<p><b>A. DISCUSSION AND POSSIBLE ACTION</b> <b>Discussion and possible action regarding written attorney-client privileged communication relating to student transportation contract. Executive session anticipated.</b></p> <p><i>Mrs. Sarich moved that the Board enter into Executive Session for the purpose of review and consideration of written attorney-client privileged communication relating to student transportation contract and I further move that the Board invite Superintendent of Schools Dr. Janet Parlato, Director of Fiscal Services, Anthony Giovannone,</i></p>	<p><b>DISCUSSION AND POSSIBLE ACTION</b></p> <p><b>A. Discussion and possible action regarding written attorney-client privileged communication relating to student transportation contract. Executive session anticipated.</b></p> <p>Motion made to enter into executive session for the purpose of of review and consideration of written attorney-client privileged communication relating to student transportation contract and I further move that the Board invite Superintendent of Schools Dr.</p>

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	<p><i>into the Executive Session. Seconded by Mr. O'Brien. Vote passed unanimously.</i></p> <p><i>The Board entered Executive Session at 8:30 pm.</i></p> <p><i>The Board returned from Executive Session at 9:28 pm.</i></p>	<p>Janet Parlato, Director of Fiscal Services, Anthony Giovannone, into the Executive Session. Motion passed unanimously.</p>
13.	<p><b>ADJOURN</b></p> <p><i>Mr. O'Brien moved to adjourn the meeting at 9:28 p.m. Seconded by Mr. Barile. Vote passed unanimously.</i></p>	<p><b>ADJOURN</b></p> <p>Motion made to adjourn the meeting at 9:28 p.m. Motion passed unanimously.</p>

Respectfully submitted:



Tammy McInerney  
 Secretary  
 New Milford Board of Education

