

**New Milford Board of Education
 Operations Sub-Committee Meeting Minutes
 April 9, 2024
 Sarah Noble Intermediate School Library Media Center**

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Present:	Mrs. Wendy Faulenbach, Acting Chairperson Mr. Tom O'Brien Mrs. Leslie Sarich (alternate)	2024 APR 11 P 1:01 NEW MILFORD, CT
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Absent:	Mr. Eric Hansell, Chairperson Mr. Brian McCauley
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Also Present:	Dr. Janet Parlato, Superintendent of Schools Mr. Jeffrey Turner, Technology Director Mr. Matthew Cunningham, Director of Facilities Mr. Anthony Giovannone, Director of Finance Mrs. Teresa Kavanagh, Director of Human Services Mrs. Laura Olson, Director of Pupil Personnel and Special Services
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1.		Call to Order The New Milford Board of Education Operations Subcommittee was called to order at 7:30pm by Mrs. Wendy Faulenbach, Acting Chairperson.	Call to Order
2.		Public Comment There was none.	Public Comment
3.	A.	Discussion and Possible Action Monthly Reports 1. Budget Position dated March 31, 2024 2. Purchase Resolution D-781 3. Request for Budget Transfers Budget Position dated March 31, 2024: Mr. Giovannone stated that this month's budget position shows balances through March 31st and is within 1% as of this time last year. There are transfers for consideration. Purchase Resolution D-781: No questions. Request for Budget Transfers: Mr. Giovannone stated the first transfer is for legal services. After looking at what is still unpaid, there is a projected shortfall of \$37,100. Mr. Giovannone proposed transferring the funds from lease rental lines, which is copier savings.	Discussion and Possible Action A. Monthly Reports 1. Budget Position dated March 31, 2024 2. Purchase Resolution D-781 3. Request for Budget Transfers

		<p>Mrs. Faulenbach asked where they took funds from last year. Mr. Giovannone stated he would have to research it.</p> <p>Mr. Giovannone stated the second transfer is to cover a small overdraw in the advertising line. Taking into account the outstanding bills to come in, and the request for proposals needed to post between now and end of year, there will be a \$2,339 shortfall. Mr. Giovannone asked for a \$3,000 transfer from the current gasoline fuel budget to cover the advertising shortfall.</p> <p><i>Mrs. Sarich moved to approve the Operations Subcommittee monthly reports to the Board of Education, seconded by Mr. O'Brien. The motion passed unanimously.</i></p>	<p>Motion passed to approve the Operations Subcommittee monthly reports to the Board of Education Motion passed unanimously.</p>
<p>4.</p>	<p>A.</p> <p>B.</p>	<p>Items of Information</p> <p>Employment Report - April 2024</p> <p>Mrs. Kavanaugh stated they had one certified staff resignation. They have hired custodians, 2 paraprofessionals, and a food service worker. There are 4 open positions. 2 Special Education positions. 1 STEM and 1 Math. Mrs. Kavanaugh stated she went to the UCONN career fair recently and will be going to the Southern CT career fair later in April.</p> <p>Mr. O'Brien asked if the district is still lacking language teachers for SMS. Mrs. Kavanaugh stated yes, and the current Humanities class replacing Spanish will remain for next year. The pool of World Language candidates is not promising.</p> <p>Mrs. Sarich asked how many positions are open. Mrs. Kavanaugh stated there are 2 positions currently open. Special Education and STEM. The other open positions are for next year.</p> <p>Enrollment Report - April 1, 2024</p> <p>Dr. Parlato stated it is stable. Mr. O'Brien asked when they will start projecting for next year. Dr. Parlato stated it is in the budget book. Mrs. Faulenbach added that changes happen over the</p>	<p>Items of Information</p> <p>A. Employment Report - April 2024</p> <p>B. Enrollment Report - April 1, 2024</p>

	<p>summer, but currently, and in the long term, we are where we are supposed to be.</p> <p>C. April Fundraising Report There were no questions.</p> <p>Mr. Giovannone stated (to answer Mrs. Faulenbach’s earlier question regarding the backfill of Legal for Budget Transfers). The answer is, the district took money from salary turnover savings to fill the projected shortfall. Mrs. Faulenbach asked how much they were over last year. Mr. Giovannone stated he was not sure but the transfer at the time was \$75,000. This transfer for \$37,100, should be enough to cover the shortfall.</p> <p>D. Excess Cost Regarding Excess Cost, Mr. Giovannone stated they have received the first payment. There is a projected shortfall, because there is savings in the tuition lines, so there are less costly outplacements that are not eligible for excess cost reimbursement.</p> <p>Comparing line items for public placements and private placements. the money that was budgeted for placements, that is not encumbered to vendors, we are not getting excess cost reimbursable on, because those are monies that are not spent. That could change between now and the end of the year but because we are short in Excess Cost, it is not a function of budget, it is a function that we have not expended all the actuals in that domain yet. As of now, the projected revenue shortfall will not affect the overall picture.</p> <p>Mrs. Faulenbach stated she was glad Mr. Giovannone brought this up, and asked if there was a reason. Mrs. Olson answered, some placements did not come to fruition and some students have moved out of district. Mrs. Faulenbach asked, if the actual in-district, that was not spent, changes, would we still be eligible for reimbursement based on any funds expended in that arena. Mr. Giovannone stated as long as it meets the threshold of 4.5 times per pupil expenditure , it is reimbursable at a certain percentage.</p>	<p>C. April Fundraising Report</p> <p>D. Excess Cost</p>
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<p>5.</p>	<p>A.</p>	<p>DISCUSSION AND POSSIBLE ACTION Sherman high school student tuition agreement. Executive session anticipated.</p> <p><i>Mrs. Sarich moved to enter into Executive Session for discussion and possible action regarding Sherman high school student tuition agreement. Seconded by Mr. O'Brien. Vote passed unanimously.</i></p> <p><i>The Board entered Executive Session at 6:13pm.</i></p> <p><i>The Board returned from Executive Session at 6:21pm.</i></p> <p><i>Mrs. Sarich moved to approve the Sherman high school student tuition agreement to the full Board for approval. Seconded by Mr. O'Brien. Vote passed unanimously.</i></p>	<p>DISCUSSION AND POSSIBLE ACTION A. Sherman high school student tuition agreement. Executive session anticipated.</p> <p>Motion made to enter into Executive Session for discussion and possible action regarding Sherman high school student tuition agreement. Motion passed unanimously.</p> <p>Motion made to approve the Sherman high school student tuition agreement to the full Board for approval. Motion passed unanimously.</p>
<p>6.</p>		<p>Public Comment There was none.</p>	<p>Public Comment</p>
<p>7.</p>		<p>Adjourn <i>Mr. O'Brien moved to adjourn the meeting at 6:21 pm, seconded by Mrs. Sarich and passed unanimously.</i></p>	<p>Adjourn Motion made and passed unanimously to adjourn the meeting at 6:21 pm.</p>

Respectfully submitted:



Mrs. Wendy Faulenbach
Acting Chairman, Operations Subcommittee