

**New Milford Board of Education
Meeting Minutes
March 19, 2024
Sarah Noble Intermediate School Library Media Center**

| | |
|----------|--|
| Present: | Mrs. Wendy Faulenbach, Chairperson Mrs. Leslie Sarich Mrs. Tammy McInerney Mr. Tom O'Brien Mr. Dean Barile Mr. Eric Hansell Mrs. Sarah Herring Mr. Brian McCauley |
| Absent: | |

RECEIVED
 TOWN CLERK
 2024 MAR 21 P 2:49
 NEW MILFORD CT

| | |
|---------------|--|
| Also Present: | Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Matthew Cunningham, Facilities Director Mr. Jeffrey Turner, Technology Director Mrs. Teresa Kavanagh, Director of Human Services Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mr. Antonio Caldarerri, Student Representative |
|---------------|--|

| | | | |
|----|----|---|--|
| 1. | A. | Call to Order Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 7:00 pm by Mrs. Wendy Faulenbach, Chairperson. The Pledge of Allegiance immediately followed the call to order. | Call to Order Pledge of Allegiance |
| 2. | A. | Public Comment There was none. | Public Comment |
| 3. | | IDEAL STUDENTS RECOGNITION Dr. Parlato stated she is thrilled to be able to honor Hill and Plain (HPS) and Northville (NES) students that represent Ideal students in our community. Dr. Parlato introduced students, each student read aloud their writing, and then Dr. Parlato presented them with certificates. The following students were recognized at NES: <ul style="list-style-type: none"> Milo Austin, Mrs. Knowlen's kindergarten class. | IDEAL STUDENTS RECOGNITION |

| | | | |
|----|----|--|--|
| | | <ul style="list-style-type: none"> • Nora Lathrop, Mr. Mackessy's 1st grade class. • Hudson Breidster, Mrs. Pilla's 2nd grade class. <p>Students recognized from HPS:</p> <ul style="list-style-type: none"> • Carter Lewis, Mrs. Mackey's kindergarten class. • Luke Benson, Mrs. Kelly's 1st grade class. • Lily Drew, Mrs. Regan's 2nd grade class. <p>Mrs. Faulenbach stated how proud the Board is of their students, families, and staff.</p> | |
| 4. | | <p>IDEAL VOLUNTEERS RECOGNITION</p> <p>Dr. Parlato stated March is national Board of Education (BOE) appreciation month. Dr. Parlato thanked the BOE members for all their hard work and volunteer hours on subcommittees, at school events, and more.</p> | <p>IDEAL VOLUNTEERS RECOGNITION</p> |
| 5. | | <p>PTO REPORT</p> <p>There was none.</p> | <p>PTO REPORT</p> |
| 6. | | <p>STUDENT REPRESENTATIVES REPORT</p> <p>Mr. Caldareri stated NES ended February with recognizing bus drivers. They did Jump Rope for Heart on leap day. March is Read Across America. HPS had their first nighttime online reading event. Classes had theme days. The Mayor and the Chief of Police read to classes. SNIS learned about women from history. The third grade went to Sullivan Farm and learned how to make maple syrup. The NMHS musical production, The Little Mermaid, is currently in production, and the high school will be hosting an upcoming blood drive.</p> | <p>STUDENT REPRESENTATIVES REPORT</p> |
| 7. | A. | <p>APPROVAL OF MINUTES</p> <p>Approval of the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Regular Meeting Minutes February 20, 2024 2. Special Meeting Minutes February 20, 2024 3. Budget Hearing Meeting Minutes January 17, 18, 24 & 25, 2024 | <p>APPROVAL OF MINUTES</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> 1. Regular Meeting Minutes February 20, 2024 2. Special Meeting Minutes February 20, 2024 |

Meeting Minutes

March 19, 2024

Sarah Noble Intermediate School Library Media Center

| | | | |
|----|---------------------|--|---|
| | | <p><i>Mrs. Sarich moved to approve the Regular Meeting Minutes February 20, 2024. Seconded by Mrs. Hansell. Vote passed unanimously.</i></p> <p><i>Mrs. Sarich moved to approve the Special Meeting Minutes February 20, 2024. Seconded by Mrs. McInerney. Vote passed 7-0-1 with Mr. Hansell abstaining.</i></p> <p><i>Mrs. Sarich moved to approve the Budget Hearing Meeting Minutes January 17, 18, 24 & 25, 2024. Seconded by Mr. McCauley. Vote passed unanimously.</i></p> | <p>3. Budget Hearing Meeting Minutes January 17, 18, 24 & 25, 2024</p> <p>Motion made and passed to approve the Regular Meeting Minutes February 20, 2024.</p> <p>Motion made and passed to approve the Special Meeting Minutes February 20, 2024.</p> <p>Motion made and passed to approve the Budget Hearing Meeting Minutes January 17, 18, 24 & 25, 2024.</p> |
| 8. | | <p>SUPERINTENDENT’S REPORT Dr. Parlato thanked the BOE again for their efforts.</p> | <p>SUPERINTENDENT’S REPORT</p> |
| 9. | <p>A.</p> <p>B.</p> | <p>SUBCOMMITTEE REPORTS</p> <p>A. Policy Mrs. Sarich stated the Policy Subcommittee is cleaning up the 3000 series. The items for deletion are being moved into other policies or becoming regulation.</p> <p>B. Committee on Learning Mrs. McInerney stated there is a middle school math acceleration update. They are working on refining the process and ensuring a strong foundation for the upper level mathematics classes. Accelerated Math 6 is all 6th grade math and 1/2 of 7th grade math, and 7th grade accelerated math is the second half of 7th grade math and all of 8th grade math. This allows students to take Algebra 1 in 8th grade. Criteria for entering the program is based on work habits, ability to problem solve and more. The subcommittee is working to award HS credit to middle school students taking HS math.</p> | <p>SUBCOMMITTEE REPORTS</p> <p>A. Policy</p> <p>B. Committee on Learning</p> |

| | | |
|-------------------|---|---|
| | <p>An A/B survey is done every other year with the exception of Covid. The data is assessed by the district and the goal is to build on previous measurements post-Covid. The survey is happening over the next few months, during advisory, and results will be shared in the fall.</p> <p>The Pathways program now has seven pathways under construction. The focus is to have students make connections from HS to post HS opportunities. Each student enrolled in Pathways will be in Freshman Academy. The district is working with businesses for partnership and internship opportunities, which includes the introduction of a CNA program.</p> <p>C. Facilities Mr. O'Brien stated all ongoing issues are on Items of Information and Mr. Cunningham will speak to those. Last year the Board made a capital withdrawal for security improvements. Mr. O'Brien thanked Mr. Cunningham for the update on the security improvement progress. Due to the pandemic, the state is pushing for HVAC improvements. Mr. O'Brien thanked Mr. Cunningham for being ahead of things, so when the state releases grants the district is ready to apply. Mr. O'Brien stated he had a productive meeting today with the Mayor and Director of Public Works to discuss capital needs.</p> <p>D. Operations Mr. Hansell stated the motion for the \$150,000 capital reserve withdrawal is in addition to an already existing \$100,000. It's an unfunded government mandate for HVAC evaluations.</p> <p>There are a lot of tech infrastructure updates happening. It's great to see constant improvement happening, especially with many things being done through the E-Rate fund, giving a 60% savings.</p> | <p>C. Facilities</p> <p>D. Operations</p> |
| <p>10.</p> | <p>BOARD CHAIRMAN'S REPORT Mrs. Faulenbach stated the budget has gone through Town Council and will be sent on to Board of Finance (BOF). The BOE works as a unit and</p> | <p>BOARD CHAIRMAN'S REPORT</p> |

| | | |
|------------|---|---|
| | <p>everyone gives a tremendous amount of time. Mrs. Faulenbach appreciates all the board members. She continues to keep up meetings regarding capital projects and there are many moving parts with Facilities. She appreciates all the meetings that have been happening and is anticipating the contract negotiations in the summer.</p> | |
| <p>11.</p> | <p>DISCUSSION AND POSSIBLE ACTION</p> <p>A. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated February 29, 2024 2. Purchase Resolution: D-780 3. Request for Budget Transfers <p>Budget Position dated February 29, 2024: Mr. McCauley stated the life span of the turf field was said to be 10 years, but at nine years in, they look in good shape. Mrs. Faulenbach stated she believes it has a longer life span. Dr. Parlato stated the ongoing maintenance helps extend its life.</p> <p>Mr. Giovannone stated the legal services line will need a transfer. It is not overdrawn, but will be once outstanding legal bills come through. The turf field is at \$528,840, before the town contribution of \$100,000. She was advised that it would occur. Mrs. Faulenbach reminded the board of the funding commitment by both parties when the field's were approved and indeed that is happening.</p> <p>Mrs. McInerney asked what is contributing to legal going over budget. Mrs. Faulenbach explained it's hard to budget. The number is based on previous years, but depending on hearings that happen, day to day reach out, disciplinary actions, facility issues, and more, it can go over what was budgeted.</p> <p>Purchase Resolution: D-780: Mr. Giovannone stated this reflects purchases over \$5,000 and have to do with addressing tech needs.</p> <p>Request for Budget Transfers: Mr. Giovannone stated there is one for consideration. It is using the Five Year Capital</p> | <p>DISCUSSION AND POSSIBLE ACTION</p> <p>A. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated February 29, 2024 2. Purchase Resolution: D-780 3. Request for Budget Transfers |

| | | |
|--|--|---|
| | <p>Money that was set aside for Chromebooks and reallocating it to purchase smart boards.</p> <p><i>Mr. Hansell moved to approve monthly reports: Budget Position dated 02/29/24; Purchase Resolution: D-780; and Request for Budget Transfers. Seconded by Mr. McCauley. Vote passed unanimously.</i></p> <p>B. Capital Reserve Withdrawal - Additional HVAC Evaluation Funds</p> <p>Mrs. Faulenbach stated this is an additional request on top of the original request. Mr. McCauley added that it is an unfunded mandate, and a need for this district. Mrs. Faulenbach noted New Milford is fortunate to have the funds to do it.</p> <p>Mr. O'Brien asked what the breakdown is of the two withdrawals. Mrs. Faulenbach stated it was \$100,000, and now an additional \$150,000, for a total of \$250,000. Mr O'Brien asked if it covers the study. Mr. Cunningham answered that it covers the study to ensure the district can meet compliance for the state, but does not cover how to remedy issues they find. There will be a need to have a company come out to do flow testing. After asking other districts, the cost is in line with the size of New Milford's school district.</p> <p>Mrs. Faulenbach added that this will still have to go on to Town Council and BOF.</p> <p><i>Mr. Hansell moved to approve the Capital Reserve Withdrawal - Additional HVAC Evaluation Funds. Seconded by Mr. McCauley. Vote passed unanimously.</i></p> <p>C. Policies Recommended for Initial Review</p> <p>1. 1330 Policy Regarding Use of School Facilities</p> <p>2. 3160 Board Budget Procedures and Line Item Transfers</p> | <p>Motion made to approve monthly reports: Budget Position dated 02/29/24; Purchase Resolution: D-780; and Request for Budget Transfers. Motion passed unanimously.</p> <p>B. Capital Reserve Withdrawal - Additional HVAC Evaluation Funds</p> <p>Motion made to approve Capital Reserve Withdrawal - Additional HVAC Evaluation Funds. Vote passed unanimously.</p> <p>C. Policies Recommended for Initial Review</p> <p>1. 1330 Policy Regarding Use of School Facilities</p> <p>2. 3160 Board Budget Procedures and Line Item Transfers</p> |
|--|--|---|

| | | |
|--|--|--|
| | <p>3. 3260 Disposal of Obsolete or Surplus Equipment/Materials 4. 3280 Policy Regarding Gifts, Grants, and Requests to the District 5. 3300 Purchasing 6. 3453 School Activity Funds</p> <p>Dr. Parlato stated many of these will be converted to regulations over the summer.</p> <p>D.</p> <p>Policies Recommended for Deletion Upon Approval of Policies in 12. C.</p> <ol style="list-style-type: none"> 1. 3300 Concepts and Roles in Business and Non Instructional Operations 2. 3110 Budget Planning 3. 3152 Spending Public Funds for Advocacy 4. 3160 Budget and Transfer of Funds 5. 3230 State and Federal Funds 6. 3231 Medical Reimbursement for Special Education Students 7. 3240 Tuition Fees 8. 3313 Relations with Vendors 9. 3432 Budget and Expense Report/Annual Financial Statement 10. 3450 Monies in School Buildings 11. 3451 Petty Cash Funds 12. 3513.1 Energy Conservation 13. 3516.11 Hazardous Materials Communications 14. 3516.3 Safety 15. 3516.4 Sex Offender Notification 16. 3520 Student Data Privacy 17. 3524.11 Hazardous Material in School 18. 3532.1 Liability Insurance 19. 3541.23 Bus Contractor 20. 3541.313 Routes and Services/Transportation 21. 3541.44 Transportation/Use of Private Automobiles on School Trips 22. 3542.31 Free or Reduced Price Lunches 23. 3542.42 Cafeterias—Handling of School Lunch Funds | <p>3. 3260 Disposal of Obsolete or Surplus Equipment/Materials 4. 3280 Policy Regarding Gifts, Grants, and Requests to the District 5. 3300 Purchasing 6. 3453 School Activity Funds</p> <p>D. Policies Recommended for Deletion Upon Approval of Policies in 12. C.</p> <ol style="list-style-type: none"> 1. 3300 Concepts and Roles in Business and Non Instructional Operations 2. 3110 Budget Planning 3. 3152 Spending Public Funds for Advocacy 4. 3160 Budget and Transfer of Funds 5. 3230 State and Federal Funds 6. 3231 Medical Reimbursement for Special Education Students 7. 3240 Tuition Fees 8. 3313 Relations with Vendors 9. 3432 Budget and Expense Report/Annual Financial Statement 10. 3450 Monies in School Buildings 11. 3451 Petty Cash Funds 12. 3513.1 Energy Conservation 13. 3516.11 Hazardous Materials Communications 14. 3516.3 Safety 15. 3516.4 Sex Offender Notification 16. 3520 Student Data Privacy |
|--|--|--|

| | | | |
|-------------------|-----------------------------------|--|--|
| | | <p>24. 3542.45 Vending Machines</p> <p><i>Mr. Hansell moved to approve Policies Recommended for Deletion as reflected in the agenda. Seconded by Mr. O'Brien. Vote passed unanimously.</i></p> | <p>17. 3524.11 Hazardous Material in School 18. 3532.1 Liability Insurance 19. 3541.23 Bus Contractor 20. 3541.313 Routes and Services/Transportation 21. 3541.44 Transportation/Use of Private Automobiles on School Trips 22. 3542.31 Free or Reduced Price Lunches 23. 3542.42 Cafeterias—Handling of School Lunch Funds 24. 3542.45 Vending Machines</p> <p>Motion made to approve Policies Recommended for Deletion as reflected in the agenda. Motion passed unanimously.</p> |
| <p>12.</p> | <p>A.</p> <p>B.</p> | <p>ITEMS OF INFORMATION</p> <p>Regulation Updates</p> <p>1. 1330 R Administrative Regulation (Appendix 1) Regarding Use of School Facilities</p> <p>2. 3280 R Administrative Regulations Regarding Gifts, Grants and Bequests to the School District</p> <p>3. 6161 R Administrative Regulations Regarding Textbook Selection and Approval</p> <p>No Discussion.</p> <p>Employment Report March 2024</p> | <p>ITEMS OF INFORMATION</p> <p>A. Regulation Updates</p> <p>1. 1330 R Administrative Regulation (Appendix 1) Regarding Use of School Facilities</p> <p>2. 3280 R Administrative Regulations Regarding Gifts, Grants and Bequests to the School District</p> <p>3. 6161 R Administrative Regulations Regarding Textbook Selection and Approval</p> <p>B. Employment Report</p> |

| | | |
|--|--|---|
| | <p>Mrs. Kavanaugh stated she is interviewing for an Assistant Principal position at SMS. She attended a UConn career fair. Mr. McCauley asked if the Employment Report could add candidates' experience. Mrs. Kavanaugh answered she would add that for next month.</p> <p>C. Enrollment Report - March 1, 2024 No discussion.</p> <p>D. NMHS Update</p> <ol style="list-style-type: none"> 1. Roof 2. Gym Floor <p>Roof: Mr. Cunningham stated he is still waiting for the bonding company to communicate to the town a solution regarding the fasteners and clips. He spoke to Greenwood regarding the nagging leaks that have been documented. Mrs. Faulenbach asked if Greenwood would come out to take care of the leaks. Mrs. McNerney added she is worried about signing off on the project since there could be more leaks with heavier rain. Mr. Cunningham replied that the project has not been signed off on yet, Greenwood would come back out, and you typically get a year on labor and a couple of years on materials once it is complete as warranty.</p> <p>Mrs. McNerney asked what the time frame is to fix the leaks. Mr. Cunningham stated he is not getting a lot of communication from Greenwood, now that the weather is getting better they will need to meet on site. He has been sending them pictures and documenting everything. Mrs. Faulenbach added that the town is aware of the situation. Mrs. McNerney asked if the leaks are in areas that can affect students. Mr. Cunningham stated no, there is a small leak that occurs in one classroom but it is not disruptive. Mr. Barile asked if the project was already fully paid for. Mrs. Faulenbach stated no, it is in a holding pattern financially. Mr. Barile noted that if they try to source another company to fix the leaks, it's likely they will not want to inherit these</p> | <p>C. Enrollment Report</p> <p>D. NMHS Update</p> <ol style="list-style-type: none"> 1. Roof 2. Gym Floor |
|--|--|---|

| | | |
|--|--|--|
| | <p>mistakes. Mr. O'Brien asked if it is the same persistent leaks. Mr. Cunningham stated it is.</p> <p>Gym Floor: Mr. Cunningham stated he will have a final rendering in the next Facilities meeting.</p> <p>E. Central Office Update: Mrs. Faulenbach stated even though there is no update, this will remain a topic we need to work on. Mrs. McInerney mentioned that the Board asked for this to be a short term project. Mrs. Faulenbach noted that there is a need to get through more pressing projects right now, such as the roof and oil tank. Mrs. McInerney added that a permanent offer for Central Office was on the table and it was turned down. Mrs. Faulenbach promised they will keep revisiting it.</p> <p>F. Sarah Noble Oil Tank Mr. Cunningham stated Weston and Sampson sent a compliance plan to DEEP. The oil has been removed and the tank is not hooked up to anything. There are two options: abandon in place or remove the tank. Mr. Cunningham believes it will be abandoned in place given the amount of work to remove it.</p> <p>G. Field Trip Report Dr. Parlato clarified WGI stands for Winter Color Guard.</p> <p>H. Gifts and Donations Dr. Parlato stated there were none.</p> <p>I. March Fundraising Report No discussion.</p> <p>J. NMHS/SMS Pathways Update Ms. Hollander stated they are working to give students exposure to possible careers with work-based experiences. Dr. Parlato stated the district is working with WestConn to offer courses that will allow students to receive WestConn credit,</p> | <p>E. Central Office Update</p> <p>F. Sarah Noble Oil Tank</p> <p>G. Field Trip Report</p> <p>H. Gifts and Donations</p> <p>I. March Fundraising Report</p> <p>J. NMHS/SMS Pathways Update</p> |
|--|--|--|

| | | |
|------------|---|--|
| | <p>at a fee of \$60/class. She is working with WestConn right now to see which courses align best with their syllabus. Those credits will transfer to any colleges that accept WestConn credits. The teachers have to meet a certain level. Mrs. Herring asked if this will add to the teachers' workload. Dr. Parlato stated it would be a course on a teacher's schedule, not an extra course.</p> <p>Mrs. Olson gave out pencils, explaining they are to bring awareness to neurodiversity.</p> | |
| <p>13.</p> | <p>A.</p> <p>DISCUSSION AND POSSIBLE ACTION Discussion and possible action regarding proposed new cooperative agreement concept with Sherman Board of Education and consideration of attorney-client privileged communication regarding same. Executive session anticipated.</p> <p><i>Mr. McCauley moved to enter into Executive Session for discussion and possible action regarding proposed new cooperative agreement concept with Sherman Board of Education and consideration of attorney-client privileged communication regarding same. Seconded by Mr. Hansell. Vote passed unanimously.</i></p> <p><i>The Board entered Executive Session at 8:08pm.</i></p> <p><i>The Board returned from Executive Session at 8:44pm.</i></p> | <p>DISCUSSION AND POSSIBLE ACTION</p> <p>A. Discussion and possible action regarding proposed new cooperative agreement concept with Sherman Board of Education and consideration of attorney-client privileged communication regarding same. Executive session anticipated.</p> <p>Motion made to enter into Executive Session for discussion and possible action regarding proposed new cooperative agreement concept with Sherman Board of Education and consideration of attorney-client privileged communication regarding same. Motion passed unanimously.</p> |
| <p>14.</p> | <p>ADJOURN</p> <p><i>Mr. O'Brien moved to adjourn the meeting at 8:44 p.m. Seconded by Mr. Barile. Vote passed unanimously.</i></p> | <p>ADJOURN</p> <p>Motion made to adjourn the meeting at 8:44 p.m. Motion passed unanimously.</p> |

**New Milford Board of Education
Meeting Minutes
March 19, 2024
Sarah Noble Intermediate School Library Media Center**

Page 12

Respectfully submitted:

A handwritten signature in black ink, appearing to read 'Tammy McInerney', with a long horizontal flourish extending to the right.

Tammy McInerney
Secretary
New Milford Board of Education