

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

BOARD OF EDUCATION
MEETING NOTICE

DATE:	February 15, 2022
TIME:	7:00 P.M.
PLACE:	Sarah Noble Intermediate School Library Media Center

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**
 - A. Pledge of Allegiance
2. **PTO REPORT**
3. **STUDENT REPRESENTATIVES' REPORT**
4. **BOARD CHAIRMAN'S REPORT**
5. **SUPERINTENDENT'S REPORT**
6. **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.

7. **APPROVAL OF MINUTES**

- A. Approval of the following Board of Education Meeting Minutes
 1. Budget Hearing Minutes of January 18, 19, 25, and 26

8. **DISCUSSION AND POSSIBLE ACTION**

- A. Discussion and possible action on policies governing COVID-19 vaccine and mask mandates, including but not limited to policies:
 1. 1900.4900.5900.6900 Wearing Masks and Face Coverings During the COVID-19 Pandemic
 2. 4300 Mandatory Staff COVID-19 Vaccination Policy
 3. 1212 School Volunteers

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NEW MILFORD, CT

- B. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated February 15, 2022 (Revised)
 - C. Monthly Reports
 - 1. Budget Position dated January 31, 2022
 - 2. Purchase Resolution: D-755
 - 3. Request for Budget Transfers
 - D. Attitudes and Behaviors Survey
 - E. New Course Proposal
 - 1. Freshman Seminar for CTE Pathways
 - F. Policies/Regulations for First Review:
 - 1. 3321 Requesting Goods and Services (Requisitions)
 - 2. 3324.1 Contracts - Regulation
 - 3. 3432/3433 Budget & Expense Report/Annual Financial Statement
9. **ADJOURN**

ITEMS OF INFORMATION

Policy Subcommittee Meeting Minutes - February 1, 2022

Committee on Learning Minutes - February 1, 2022

Facilities Subcommittee Meeting Minutes - February 8, 2022


Operations Subcommittee Meeting Minutes - February 8, 2022

**New Milford Board of Education
Budget Hearings & Adoption Minutes
January 18, 19, 25 & 26, 2022
Sarah Noble Intermediate School Library Media Center**

**Budget Hearing Minutes
January 18, 2022
Sarah Noble Intermediate School Library Media Center**

Present:	Mrs. Wendy Faulenbach, Chairperson Mr. Eric Hansell Mr. Pete Helmus Mr. Brian McCauley Mrs. Tammy McInerney Mr. Tom O'Brien Mrs. Olga I. Rella Mrs. Leslie Sarich (via Zoom) Mr. Keith A. Swanhall, Jr. (via Zoom)
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Also Present:	Ms. Alisha DiCorpo, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Matthew Cunningham, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mr. Jeffrey Turner, Technology Director Ms. Jamie Terry, Technology Consultant Mrs. Anne Bilko, Sarah Noble Intermediate School Principal Mrs. Gwen Gallagher, Northville Elementary School Principal Mr. Raymond Manka, New Milford High School Principal Ms. Linda Scoralick, Schaghticoke Middle School Interim Principal Mr. Eric Williams, Hill and Plain Elementary School Principal
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1.	Call to Order A. Pledge of Allegiance The budget hearing meeting of the New Milford Board of Education was called to order at 7:00 p.m. by Mrs. Faulenbach, Chairperson. The Pledge of Allegiance immediately followed the call to order. <ul style="list-style-type: none"> Mrs. Faulenbach noted that two Board members were joining via Zoom and said they should use the raise hand feature if they wished to comment or ask a question. Public comment tonight will be offered at the end of the meeting, and then at both the beginning and end during the following two nights. Public comment will 	Call to Order Pledge of Allegiance <div style="text-align: right;">  RECEIVED TOWN CLERK 2022 JAN 31 A 10:11 NEW MILFORD, CT </div>
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	also be offered on the budget adoption night. The meeting will be recessed each evening until the final night.	
2.	<p>Presentation of the Superintendent's Proposed 2022-2023 School Budget</p> <ul style="list-style-type: none">• Ms. DiCorpo presented the Superintendent's Proposed 2022-2023 School Budget. The presentation is attached to these minutes and the meeting was recorded.• Ms. DiCorpo introduced central office administrators and thanked them and the building level leadership for their collaboration in developing this Superintendent's Proposed Budget.• The budget is \$68,205,949, which is an increase of \$2,359,925 or 3.58% over the current year's budget. It is enrollment driven and student focused. Ms. DiCorpo said they looked to keep class sizes low coming off the pandemic. She said they took Board and community requests into account and looked for efficiencies, while keeping student progress, safety and security at the forefront.• Ms. DiCorpo shared New Milford's most currently available Net Current Expenditure per Pupil (NCEP) which ranks the district 155 out of 166 in the state. Last year, the rank was 152.• The ten year average for the final budget as approved by the Town is 1.34%. The ten year average for annual inflation is 2.15%.• Ms. DiCorpo discussed major object codes and district-wide budget drivers and reviewed district-wide staffing changes.• In addition to contractual obligations, the larger drivers are salaries (new positions and adjusted stipends), benefits (health insurance including lack of ISF contribution and pension), professional services (legal fees, athletic trainer, fingerprinting), property services (copiers), other services (ODP tuition and transportation, VoAg tuition and transportation), supplies (utilities), capital (furniture and walkie talkies),	<p>Presentation of the Superintendent's Proposed 2022-2023 School Budget</p>

	<p>and revenue (excess cost and reduction in parking fees).</p> <ul style="list-style-type: none">• Staffing changes include: Reduction of a 1.0 FTE to Grade 2 at NES, Addition of 2.0 FTE's for Paraeducators at LHTC, Addition of Armed School Security Officers at NES, SMS and NMHS (fund reallocation from security), Addition of stipends to meet the needs of the NMHS theater program, Addition for the increase in hours of secretarial staff at HPS and NES to support the schools, Addition of a 0.5 FTE for a Crossing Guard for increased safety precaution at SMS/NES, Addition of a 0.5 FTE Library Clerk to support the SMS Library Media Specialist who is now teaching classes, Addition of a 0.5 FTE to restore a Courier position to perform mail delivery services within district and to Town offices, Addition of a 1.0 FTE for a Media/Public Relations position in the Superintendent's Office, and Addition of a 1.0 FTE for an Assistant Director of Human Resources position in the Human Resources Department• Mr. Hansell asked if the increase of 47 students projected at HPS is a surprise.• Ms. DiCorpo said no and attributed it to delayed entry due to the pandemic, and movement into New Milford from Danbury and other surrounding towns. She said they will continue to watch the numbers closely throughout the summer.• Mr. Helmus asked about the guaranteed savings from NV5 and where they show up in the budget.• Ms. DiCorpo said they must continue to maintain costs and recognize increases going forward in the budget, as the loan will need to be paid back. The full savings will occur over time.• Mrs. Faulenbach said the NV5 project provides capital improvements at no cost to the taxpayer. We just need to be clear how this will show in the budget.	
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	<ul style="list-style-type: none"> ● Mr. Hansell said he found slide 9 helpful and asked if there was a way to quantify what areas were hit by the decreases. ● Ms. DiCorpo said it has been supplies over the last few years since other drivers could not be reduced. ● When comparing NCEP totals, Mr. McCauley asked if it was fair to say that other districts might have more opportunities to get money elsewhere, for example through grants. ● Ms. DiCorpo said not with this number; grants are excluded. It is a pure comparison. 	
3.	<p>Discussion of the Superintendent's Proposed 2022-2023 Budget including, but not limited to, PK – Grade 5</p> <ul style="list-style-type: none"> ● Ms. DiCorpo began the PK-5 budget discussion. She said program descriptions are provided for each area along with staffing recommendations and major object code totals. The presentation is attached and the meeting was recorded. ● Mrs. Rella noted that all three schools' professional services lines increased. ● Ms. DiCorpo said that is for the recommended increase in salary for ASSO's. ● Mrs. Rella noted the request for a crossing guard for SMS/NES and she asked if the ASSO or SRO could provide that function instead since it is just needed for certain times of the day. ● Ms. DiCorpo said she wants the crossing guard for consistency and to avoid leaving the buildings unsecured at a time of many visitors. ● Regarding the NCEP average, Mr. Helmus asked what effect the proposed budget should have on it. ● Ms. DiCorpo said it should climb a little next year, but areas not related to students are climbing too. Decreasing the budget means that the only places to take from are areas that impact students directly. ● Mrs. Rella asked about the makeup of EL staff. 	<p>Discussion of the Superintendent's Proposed 2022-2023 Budget including, but not limited to, PK – Grade 5</p>

- Ms. DiCorpo said it is a shortage area and teachers are hard to find. HPS has a bilingual and a TESOL teacher, NES has a TESOL teacher, and SNIS has a bilingual and a TESOL teacher.
- Mr. Hansell said he thinks it would be helpful if we could identify specifically where we are underspending in relation to other districts so that the community could better support requests. He wonders if there is some breakdown by category available. He said the goal is not to spend more than other towns but to spend effectively and figure out what success looks like.
- Mrs. Sarich asked about New Milford's graduation rate versus the state. Ms. DiCorpo said New Milford's rate is high, 92-93%.
- Mrs. Sarich asked about SAT scores. Ms. DiCorpo said they were impacted by COVID and they will show some scores in the NMHS presentation.
- Mrs. Faulenbach said they would now go through the budgets line by line and invited questions.
- Mrs. McNerney said she is concerned with the reduction to grade 2 staffing. Larger class sizes will lead to less 1:1 intervention, a critical support coming off of the pandemic.
- Ms. DiCorpo said she would follow up with the cost with benefits of adding a teacher back in so the Board will have it. She said they will also look at internal data for student progress to inform the discussion too.
- Mrs. Rella said she agreed with Mrs. McNerney.
- Mr. O'Brien said he is concerned with NES grade 2 class sizes as proposed as well.
- Mrs. Faulenbach asked if postage costs are shared with the Town. Mr. Giovannone said they are not.
- Mr. Hansell asked about the zeroing out of an ELL position on page 10. Mrs. Hollander said it was absorbed through Title I funds.

	<ul style="list-style-type: none"> • Mrs. McInerney asked about the reading and science totals on page 9. Ms. DiCorpo said the remedial reading line is for an intervention support program. Science did not request an increase at the school level. • Ms. DiCorpo said the security increase on page 11 is for the increase in hourly rate for ASSO's. We are currently lower than other districts. • Mrs. McInerney asked about the absence of a salary line on page 16. She said this shows up in a few other places as well. • Mr. Giovannone said it was a clipping error on the printouts and he would provide revised pages. He said the actual salaries are correctly captured in the budget. • Ms. DiCorpo said all positions show in Appendix C. • Mrs. McInerney said she is hearing from some members of the public that they are having difficulties hearing over zoom. She asked if additional microphones could be added for tomorrow night. Mr. Turner said yes. 	
4.	<p>Opportunity for the Public to be heard</p> <ul style="list-style-type: none"> • Alexandra Thomas asked for better audio tomorrow night. She said she is concerned with our standing in the state and the lack of budget support previously. Proposed increases cannot undo the damage. She asked how much of their own money teachers spend on supplies. • Doranne Koval said she is concerned with projected grade 2 class sizes. She asked the Board to keep the sizes similar to this year. 	<p>Opportunity for the Public to be heard</p>
5.	<p>Recessed to Wednesday, January 19, 2022</p> <p>Mrs. Faulenbach recessed the meeting at 9:26 p.m. until January 19, 2022.</p>	<p>Recessed to Wednesday, January 19, 2022</p> <p>The meeting recessed at 9:26 p.m.</p>

**New Milford Board of Education
Budget Hearings & Adoption Minutes
January 18, 19, 25 & 26, 2022
Sarah Noble Intermediate School Library Media Center**

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**Budget Hearing Minutes
January 19, 2022
Sarah Noble Intermediate School Library Media Center**

Present:	Mrs. Wendy Faulenbach, Chairperson Mr. Eric Hansell Mr. Pete Helmus Mr. Brian McCauley Mrs. Tammy McInerney Mr. Tom O'Brien Mrs. Olga I. Rella Mrs. Leslie Sarich Mr. Keith A. Swanhall, Jr. (via Zoom)
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Also Present:	Ms. Alisha DiCorpo, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Matthew Cunningham, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mr. Jeffrey Turner, Technology Director Ms. Jamie Terry, Technology Consultant Mrs. Anne Bilko, Sarah Noble Intermediate School Principal Mrs. Gwen Gallagher, Northville Elementary School Principal Mr. Raymond Manka, New Milford High School Principal Ms. Linda Scoralick, Schaghticoke Middle School Interim Principal Mr. Eric Williams, Hill and Plain Elementary School Principal Mr. Keith Lipinsky, New Milford High School Athletic Director
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1.	Call to Order A. Pledge of Allegiance The budget hearing meeting of the New Milford Board of Education was reconvened at 7:00 p.m. by Mrs. Faulenbach, Chairperson. The Pledge of Allegiance immediately followed the call to order. <ul style="list-style-type: none"> Mrs. Faulenbach noted that one Board member is joining the meeting via Zoom. 	Call to Order Pledge of Allegiance
2.	Opportunity for the Public to be heard <ul style="list-style-type: none"> Alexandra Thomas asked how the community can get budget details. 	Opportunity for the Public to be heard

	<ul style="list-style-type: none"> • Mrs. Faulenbach said the information is on the district website. • Ms. DiCorpo said links were tweeted as well. 	
3.	<p>Discussion of the Superintendent's Proposed 2022-2023 Budget including, but not limited to, Grades 6 - 12</p> <ul style="list-style-type: none"> • Ms. DiCorpo said she would like to follow up on a few items from last night before beginning her presentation. • Mr. Giovannone handed out updated sheets that corrected the clipped formatting. • Ms. DiCorpo said the area RESC is researching Mr. Hansell's request from last night. • Regarding how much teachers spend out of pocket, we did a quick survey today. There were 211 responses, of which 34.6% said they had spent over \$150 and anticipated spending more. The national average is \$750. In K-5, each teacher is budgeted \$400 for supplies. At SMS and NMHS, supply requests work through department chairs and administrators. • Ms. DiCorpo provided the Board with a data analysis of Running Records for current grade 1 and 2 students as well as the cost breakdown, including benefits, of adding a grade 2 teacher back in. She said the budgetary impact to adding the teacher back in changes the budget increase from 3.58% to 3.73%. • Mrs. McInerney noted that the Running Records data shows a large number of students below standard. • Ms. DiCorpo began the Grades 6-12 presentation, reviewing academic structures and support services. The presentation is attached to these minutes and was recorded. • At SMS, requested increases include: contractual increases to salaries, a request for 0.5 library clerk, addition of an armed school security officer, and membership increases in dues and fees. 	<p>Discussion of the Superintendent's Proposed 2022-2023 Budget including, but not limited to, Grades 6 - 12</p>

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| <ul style="list-style-type: none">● Mr. Lipinsky reviewed athletics at both schools.● Mrs. Rella asked how many multi-sensory reading specialists there are in district. Mrs. Olson there is at least one in every school and a variety of support in district depending on needs.● Mrs. Faulenbach asked for confirmation of number of athletes at SMS and details of transportation.● Mr. Lipinsky said there are 130 males and 130 females in interscholastics, and 130 males and 150 females in intramurals. Transportation is budgeted for interscholastic events.● Mrs. Faulenbach noted that \$16,000 was quoted for the library clerk but page 30 shows \$13,622. Ms. DiCorpo said the slide is wrong, the \$13,622 is correct.● Mrs. Faulenbach asked about the \$8,000 requested for library books. Ms. DiCorpo said that begins restoration from previous reductions. She thanked the PTO for their support in this area as well.● Mrs. Faulenbach asked about the increase in the security line and if it is the same for each school. Ms. DiCorpo says it varies depending if they had an ASSO previously, if they need a security guard at all etc.● Mrs. Rella asked where the SROs are paid from. Ms. DiCorpo said the police budget, we pay for overtime only if needed.● Mrs. Faulenbach asked for a cost breakdown of all security related areas and who pays for what. She thanked the Town for their support.● Mrs. McInerney asked if PE is a full year at SMS. Ms. Scoralick said it is, occurring twice every 6 day rotation.● Mrs. McInerney asked if the Computer Science class leads into the high school pathway and if students take both that and the Technology Ed class or if they choose.● Ms. DiCorpo said it does and it is student choice, however this year the Computer | |
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	<p>Science class is not running due to lack of a certified teacher.</p> <ul style="list-style-type: none">• Mrs McInerney asked why the BIP program is not offered this year at SMS. Mrs. Olson said the overall program needed restructuring and they have shifted to a “reset room” instead similar to that at SNIS. Guidance and social workers oversee it the majority of the time. It is heavily used by both regular and special education students. She said the district is adding a Social Emotional Coach at SMS with ARP funding.• Ms. DiCorpo said the redesign of the BIP room is a good example of how they are running programming across the district, taking a critical look and making data driven adjustments.• Mrs. McInerney said she was happy to see the request for the library clerk as it is very much needed.• Mrs. Faulenbach asked about the increase to athletic transportation. Ms. DiCorpo said they are having to use more expensive secondary vendors when the primary contractor is unable to fulfill the requests.• Mr. McCauley asked if any students in the ESS program are moving up to the high school and if so what transition will be offered them.• Mrs. Olson said she believes two students are moving up. They will be matched with the psychologist and social workers during the transition and offered summer tours etc.• Ms. DiCorpo presented the high school academic structures and supports. She said the Pathway approach is utilized here. Mr. Lipinsky spoke to the athletic program, including its positive effect on SAT scores and GPA. He said all extracurriculars are good for students as they lead to more connections and engagement.• Ms. DiCorpo said requests include additional science supplies for lab equipment, textbook requests for AP Psychology and World History	
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(including an online component), increase for athletic trainer and theatre program stipends. The stipend request is for funding only; the detailed request is still in process and subject to final approval by the Board. The request would allow for two shows, a drama in the fall and musical in the spring, and combine the programs under one account.

- Mrs. Rella said she loves the theatre program but is concerned that two shows will interfere with other activities students wish to participate in, since they are so time consuming.
- Ms. DiCorpo said there is significant student interest. She said there are other suggestions from parents for the music program which they are looking into as well.
- Mr. Helmus asked if there is any data for the theatre program regarding educational outcome, similar to that provided for athletes. Ms. DiCorpo said she would check.
- Mrs. McInerney noted the change from Western Civilization to World History and noted that the slide does not reflect that. Ms. DiCorpo said she would get an update.
- Mrs. McInerney asked why the music line for non-instructional supplies has decreased. Mr. Manka said it was primarily used for uniform pieces and not needed now with the newly purchased uniforms.
- Mrs. McInerney noted the zeroing out of the EdTV account and asked if that program was eliminated. Ms. DiCorpo said no, it was shifted to the Technology budget for overview. This was done with the AV stipends as well.
- Mrs. McInerney asked what the Student Activities lines encompass. Ms. DiCorpo said all activity programs excluding athletics.
- Mrs. Faulenbach asked if the insurance increase of 8% came from the provider. Mr. Giovannone said it did.
- Mrs. Faulenbach noted the large increase in transportation costs (\$20,000) in two years. Mr. Giovannone said this is the issue of having to

	<p>use more expensive secondary vendors due to the current bus driver shortages.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked what the athletic dues consist of. Mr. Lipinsky said SWC and CIAC memberships, tournament and invitational fees. • Mrs. Faulenbach asked about purchased services and Mr. Lipinsky said that is officials, police and other security. • Mr. O'Brien asked about the decrease in field trips, saying nothing beats getting out in the world. • Ms. DiCorpo said it was COVID driven originally, now compounded by the move of many events to virtual and the high cost of transportation. • Mrs. Faulenbach said there is a lot more to go through next week but she asked Ms. DiCorpo if she wanted to highlight any items that did not make it into the budget. • Ms. DiCorpo said some items will be supported through ESSER and she will speak to that next week. She said she considered and would still like to see an EL Coordinator full time and a Director in the Assistant Superintendent's Office. 	
4.	<p>Opportunity for the Public to be heard</p> <ul style="list-style-type: none"> • Alexandra Thomas said she found the presentations and budget requests thoughtful and responsible and was pleased they are shared on the district website. She asked about the other evaluations needed to be done besides teachers. She supports the library clerk and the SBHCs and would like to reach out to the legislators herself. She thinks it would be helpful for the public to see all the required state reporting too. 	<p>Opportunity for the Public to be heard</p>
5.	<p>Recessed to Tuesday, January 25, 2022</p> <p>Mrs. Faulenbach recessed the meeting at 9:49 p.m. until January 25, 2022.</p>	<p>Recessed to Tuesday, January 25, 2022</p> <p>The meeting recessed at 9:49 p.m.</p>

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Budget Hearings & Adoption Minutes
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**Budget Hearing Minutes
January 25, 2022
Sarah Noble Intermediate School Library Media Center**

Present:	Mrs. Wendy Faulenbach, Chairperson Mr. Eric Hansell Mr. Pete Helmus Mr. Brian McCauley Mrs. Tammy McInerney Mr. Tom O'Brien Mrs. Olga I. Rella Mrs. Leslie Sarich Mr. Keith A. Swanhall, Jr.
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Also Present:	Ms. Alisha DiCorpo, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Matthew Cunningham, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mr. Jeffrey Turner, Technology Director Ms. Jamie Terry, Technology Consultant Mrs. Anne Bilko, Sarah Noble Intermediate School Principal Mrs. Gwen Gallagher, Northville Elementary School Principal Mr. Raymond Manka, New Milford High School Principal Ms. Linda Scoralick, Schaghticoke Middle School Interim Principal Mr. Eric Williams, Hill and Plain Elementary School Principal Mr. Keith Lipinsky, New Milford High School Athletic Director
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1.	Call to Order A. Pledge of Allegiance The budget hearing meeting of the New Milford Board of Education was reconvened at 7:00 p.m. by Mrs. Faulenbach, Chairperson. The Pledge of Allegiance immediately followed the call to order. <ul style="list-style-type: none"> Mrs. Faulenbach said there are two opportunities for public comment tonight. 	Call to Order A. Pledge of Allegiance
2.	Opportunity for the Public to be heard	Opportunity for the Public to be heard

	<ul style="list-style-type: none"> Brenda Vaughey said she had presented data to the Board in September that showed area districts charge \$0 to \$100 for student parking while New Milford charges \$215. While she is glad to see the recommended decrease, the \$177 proposed is still too high. She recommends the fee be set at \$100. 	
3. A.	<p>Discussion</p> <p>Superintendent's Proposed 2022-2023 Budget including, but not limited to, District-wide</p> <ul style="list-style-type: none"> Ms. DiCorpo said the Board was sent follow up information to questions asked on January 19. Regarding evaluations, the average is 25 teachers per administrator, support for 20-25 paraeducators' evaluation, 1-2 nurses per school, and 1-3 secretaries per school. There are 61 state reporting mechanisms required, many of which are tied to grant reporting and follow up. Regarding turnover this year and reasons why, there were 10 paraeducators, 3 custodians, 8 food service workers, 2 secretaries (plus one other has tendered her retirement for 3/31), and 17 teachers - most for personal reasons and some for retirement. Regarding Central Office and administrative staff from 2020-2022, we have had turnover in the Assistant Superintendent, Superintendent, Facilities Director, Technology Director, HR Director, SMS Principal, NMHS Principal, SMS Assistant Principal and NMHS Assistant Principal. Much of this turnover mirrors national trends during COVID. Regarding items left on the "cutting room floor", Ms. DiCorpo listed a Director of Curriculum and Instruction, Alternative Education program, Full-time EL Coordinator, School to Career Coordinator 6-12, Kindergarten paraeducators, Summer Program for K-2, and Department Chair for Special Education for SNIS. 	<p>Discussion</p> <p>A. Superintendent's Proposed 2022-2023 Budget including, but not limited to, District-wide</p>

- Mrs. McInerney asked how much money these requests represent so the public would be aware. Ms. DiCorpo said she would follow up.
- Mrs. Faulenbach asked for confirmation of the crossing guard salary. Mr. Giovannone said it is \$10,498.
- Ms. DiCorpo reminded the Board of the overall budget increase proposed by major object code. Salary and benefits are the majority of the increase.
- The BOE account shows an increase in legal fees and funding for security for all BOE full meetings.
- The Superintendent Office shows a reallocation of a secretary to the Technology department, where she had been residing, and an additional request for a secretary, Secretary to the Superintendent, who will also serve as a backup to the current administrative assistant who is split 0.5 for the Superintendent and 0.5 for the Board. Ms. DiCorpo said, in general, secretarial support at Central Office is very lean and so there are no opportunities for cross training which is also needed.
- The Human Resources department shows a request for an Assistant Director of Human Resources, an increase in substitute rates (which are low in comparison to the area), and funds for fingerprinting for 125 people.
- Mr. Giovannone discussed the benefits portion of the budget request. He said the line item for Health Insurance does not include relief from the Internal Service Fund (ISF) managed by the Town. Prior years had an offset amount of \$250,000.
- Mrs. McInerney asked for an explanation of the ISF and why and why not it may be used.
- Mrs. Faulenbach said the fund provides a buffer should New Milford need to return to self-funding at any time versus the State Partnership Plan (SPP). Right now, the SPP is more favorable and has saved the Town/BOE millions in insurance costs since joining. We

	<p>also have an exit MOU, which is one of the few in the state. A \$2.5 million threshold is required to be maintained in the ISF. Mrs. Faulenbach said there have been ongoing conversations with the Town, after the Superintendent's budget was published, to add the \$250,000 offset to this budget. A motion will be required.</p> <ul style="list-style-type: none">• Mr. Giovannone provided an overview of staffing and responsibilities for the Fiscal Services office.• Mrs. Rella asked what the district-wide secretary does. Ms. DiCorpo said it is primarily transportation, athletics and special ed transportation.• Mr. Giovannone said the transportation contract is in year 5 of 5 next year and there is a 3% increase. This does not include athletic transportation.• Ms. DiCorpo said there are no savings accounted for from All Star yet due to the ongoing transportation issues this year. She said a log is being kept and they have and will continue to have conversations as we move towards the end of the year regarding negotiation of any funding adjustments.• Mrs. Faulenbach said depending on timing, adjustments may affect the current year and/or next year.• For clarity, Mrs. Faulenbach said the Town continues to monitor the projected increase to insurance.• Mr. Cunningham provided an overview of the custodial and maintenance staffing. He commended them on their herculean effort throughout the pandemic. Supply increases are due to shipping costs and inflation and utilities increases. Small capital, school furniture items and walkie talkies, have been added to the Facilities budget for bulk ordering and centralized control.• Mr. Giovannone spoke to the utilities line. He said commodities are bid along with the Town if possible. Amounts include projected	
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	<p>increases that the district must budget for despite the ongoing ESG project with NV5.</p> <ul style="list-style-type: none">• Ms. DiCorpo presented a slide showing the ESG cost breakdown for loan payments. She said the Board and the Town were told to budget as they normally would for increases. Tracking with ESG will take place quarterly. Savings are guaranteed so this process will be important.• Mrs. Faulenbach said it is important to show how this billing works for budgeting purposes. She wants to make sure we are on the same page as the Town regarding bill paying.• Mr. Helmus asked if there is a transactional process flow. Mr. Giovannone said they are still working on the process. He said it is really a cost avoidance program.• Mrs. Rella asked if NV5 had looked at climate controls in the building. Ms. DiCorpo said ESG/NV5 representatives looked at all areas, but are prioritizing based on what will bring the biggest savings. The district is looking at what is left off for future consideration for the capital plan.• Mr. Turner and Ms. Terry presented regarding technology. Mr. Turner said a primary focus right now is on the transition from Rediker to PowerSchool. Budget increases include the realignment of the Technology secretary, a joint copier bid with the Town, the repair line for Chromebook parts and training of technicians, and improvements to the district website.• Mrs. Olson reported on the departments of Pupil Personnel and Special Education. Pupil Personnel provides services to all students, while Special Education provides IDEA mandated services in 13 different categories to students with IEPs. In Pupil Personnel, there is an increase to professional services which are contractual services for OT/PT and ESS. Special Education increases include the addition of a Nurse Supervisor, Aspire technician and student care worker contracts.	
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	<p>There are 6 placeholders for out of district placements (ODPs).</p> <ul style="list-style-type: none">• Mrs. Rella asked if similarities in student programming are tracked to see if ODP students can be brought in under a cheaper program. Mrs. Oslon said they do look at that.• Mr. Helmus asked what the placeholder entails. Mrs. Olson said it is based on an average private placement tuition of \$80,000. The transportation placeholder is \$30,000 each. This is a very volatile line. You never know who will move in and out during the year. The fewer placeholders in the budget, the more risk.• Mr. Helmus asked if it is reasonable to assume that ESSER funds will help eliminate some transitioning to outplacement. Mrs. Olson said absolutely. She said care does need to be taken not to supplant the budget with ESSER and payments there are not eligible for excess cost.• Mr. Helmus asked how ESSER funds are tracked. Mrs. Olson said a tremendous system organization is required.• Ms. DiCorpo said this is also true for the Assistant Superintendent's Office which actually oversees more of the districtwide ESSER grants.• Mrs. Olson said transportation is increasing as well for special education due to statewide vendor shortages, fuel costs and additional runs due to COVID.• Mr. O'Brien asked where he could find the transportation line in the budget. Mr. Giovannone said on page 54.• Mrs. McInerney asked about the homebound line on page 51. Mrs. Olson said some students meet strict legal criteria for mandated homebound instruction. The line covers tutors and travel reimbursement.• The LHTC program is facing increased enrollment and the request is for two additional paraeducators. Mrs. Olson thanked the Board for their support of the renovations to the Maxx, the program's home.	
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- Mrs. Olson spoke to the three tiers of mental health supports K-12 for all students.
- Mr. Helmus asked for the ESSER funding assigned to each of the tiers. The majority of the funding for ESSER II and ESSER III went to Tiers 1 and 2. Tier 1 is for all students, approximately 80% of the student population. Special Education ESSER can only be used for Tier 3.
- Mrs. Rella asked how many ESS students have IEPs. Mrs. Olson said maybe five. The cost of the program in 2022/23 is \$159,680 to service up to nine students.
- Mrs. Rella asked if the reset room is staffed all day. Mrs. Olson said yes, it is used every period.
- Mrs. Rella asked if the intention is to bring the BIP program back to SMS. Mrs. Olson said probably, they have been reviewing.
- Ms. DiCorpo said they want the BIP program to be structured the same across the district ultimately.
- Mr. Hansell asked how the student body is doing in general. Mrs. Olson said mental health needs have definitely increased this year, both in executive function and social skills.
- Ms. Hollander presented the Department of Instruction, speaking to the work of the office in major areas such as curriculum and instruction, evaluations, summer school, state reporting, Adult Education, ELL, testing, grant writing and others. Requested increases include a request for an online platform for students, teacher evaluation system to replace one that is no longer free from the state, and 8 additional seats for the Agriscience program, so that accepted freshmen may attend, as well as transportation door to door.
- Mrs. Rella asked if door to door transportation is provided for Abbott Tech and Nonnewaug. Ms. DiCorpo said yes but their start time means that can be incorporated in existing runs with stops, not necessarily door to door. The bus company shared that the Agriscience start

	<p>time is different and so the manner in which students are picked up for the other two schools would not work for transportation to Shepaug. Feeder buses will be needed. This is an estimated amount and may be higher when the actual routes are developed.</p> <ul style="list-style-type: none">● Ms. DiCorpo thanked the Board for funding the High School summer program which was very helpful in keeping students on a track to graduate.● Mr. Giovannone spoke to revenue. He said excess cost has been adjusted to account for both the current placements continuing next year plus any anticipated new placements with Special Education, eligible for excess cost at a 62% reimbursement rate. It also includes a reduction in the parking fee charged students.● Ms. DiCorpo said she appreciates the public comment regarding parking fees. She said this is a start to a tiered approach to reducing the amount over time.● Ms. DiCorpo presented the 5 year capital which now includes band and athletics. It is a fluid document which is revisited every year based on current needs. It is not part of the operating budget. These plans include costly items for Facilities and Technology. The last slide in this area highlights joint projects proposed with the Town that are too expensive for the Board to consider on its own. She said it is important to fund the plan from year to year, otherwise costs are compounded down the road.● Mrs. Faulenbach said these documents are for consideration for end of year and capital reserve, and are part of ongoing conversations with the Town. The documents help to develop a cycle for planning purposes and provide transparency about needs.● Mrs. McInerney asked if the capital plan is strictly for band and not chorus. She is aware chorus is looking for a piano upgrade. Ms. DiCorpo said that request had not come forward to her.	
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	<ul style="list-style-type: none"> Mr. Turner said the biggest concern in the Technology capital plan is regarding non-working SmartBoards. He discussed the pros and cons of leasing versus buying Chromebooks. Infrastructure upgrades will be eligible for 50% eRate reimbursement. Mr. Giovannone highlighted the local COVID funding balance and its projected use for 2022-23. Ms. DiCorpo broke down all ESSER funding and projected expenditures. She specified that the School Based Health Centers are funded at \$360,304 all in for set up and development and are designed to be self-sustaining. 	
4.	<p>Opportunity for the Public to be heard</p> <ul style="list-style-type: none"> Alex Thomas said she found the presentation very helpful and comprehensive. She thanked all for their efforts. 	<p>Opportunity for the Public to be heard</p>
5.	<p>Discussion of Non-Bargaining Unit employment and salary (executive session anticipated)</p> <p>Mrs. Rella moved that the Board enter into Executive Session to discuss the employment and salary of the Technology Director, Substance Abuse Counselor, Assistant Superintendent, Human Resources Director, Director of Fiscal Services and Operations, Food Services Director, Systems Analyst, Account Data Specialist, Network Administrator, Accounting Manager, Facilities Director, Assistant Facilities Director, Administrative Assistant to the Superintendent, Adult Education Facilitator, and Board Certified Behavior Analyst; and to invite into the session Ms. Alisha DiCorpo and Mr. Anthony Giovannone.</p> <p>Seconded by Mr. Helmus.</p> <p>The motion passed unanimously.</p> <p>The Board entered executive session at 10:40 p.m.</p>	<p>Discussion of Non-Bargaining Unit employment and salary (executive session anticipated)</p> <p>Motion made and passed unanimously that the Board enter into Executive Session to discuss the employment and salary of the Technology Director, Substance Abuse Counselor, Assistant Superintendent, Human Resources Director, Director of Fiscal Services and Operations, Food Services Director, Systems Analyst, Account Data Specialist, Network Administrator, Accounting Manager, Facilities Director, Assistant Facilities Director, Administrative Assistant to the Superintendent, Adult Education Facilitator, and Board Certified Behavior Analyst; and to invite into</p>

**New Milford Board of Education
Budget Hearings & Adoption Minutes
January 18, 19, 25 & 26, 2022**

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Sarah Noble Intermediate School Library Media Center

	Ms. DiCorpo and Mr. Giovannone left executive session at 11:00 p.m. The Board returned to public session at 11:08 p.m.	the session Ms. Alisha DiCorpo and Mr. Anthony Giovannone.
6.	Recessed to Wednesday, January 26, 2022 Mrs. Faulenbach recessed the meeting at 11:08 p.m. until January 26, 2022.	Recessed to Wednesday, January 26, 2022 The meeting recessed at 11:08 p.m.

Budget Hearing Minutes

January 26, 2022

Sarah Noble Intermediate School Library Media Center

Present:	Mrs. Wendy Faulenbach, Chairperson Mr. Eric Hansell Mr. Pete Helmus Mr. Brian McCauley Mrs. Tammy McInerney Mr. Tom O'Brien Mrs. Olga I. Rella Mrs. Leslie Sarich Mr. Keith A. Swanhall, Jr.
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Also Present:	Ms. Alisha DiCorpo, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Matthew Cunningham, Facilities Director Mr. Nestor Aparicio, Assistant Facilities Director Mr. Jeffrey Turner, Technology Director Ms. Jamie Terry, Technology Consultant Mrs. Anne Bilko, Sarah Noble Intermediate School Principal Mrs. Gwen Gallagher, Northville Elementary School Principal Mr. Raymond Manka, New Milford High School Principal Ms. Linda Scoralick, Schaghticoke Middle School Interim Principal Mr. Eric Williams, Hill and Plain Elementary School Principal
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1.	Call to Order	Call to Order
A.	Pledge of Allegiance	A. Pledge of Allegiance

	<p>The budget hearing meeting of the New Milford Board of Education was reconvened at 7:00 p.m. by Mrs. Faulenbach, Chairperson. The Pledge of Allegiance immediately followed the call to order.</p> <ul style="list-style-type: none"> Mrs. Faulenbach said there would be one opportunity for public comment this evening, at the beginning of the meeting. She asked virtual participants to pause before beginning to speak so that they may be unmuted fully. 	
2.	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	Public Comment
3.	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Annual Meeting Minutes December 21, 2021</p> <p>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Annual Meeting Minutes December 21, 2021, seconded by Mrs. McInerney and passed unanimously.</p> <p>2. Regular Meeting Minutes December 21, 2021</p> <p>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes December 21, 2021, seconded by Mr. Swanhall and passed unanimously.</p> <p>3. Special Meeting Minutes January 4, 2022</p> <p>Mrs. McInerney moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes January 4, 2022, seconded by Mrs. Rella and passed unanimously.</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Annual Meeting Minutes December 21, 2021</p> <p>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Annual Meeting Minutes December 21, 2021.</p> <p>2. Regular Meeting Minutes December 21, 2021</p> <p>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes December 21, 2021.</p> <p>3. Special Meeting Minutes January 4, 2022</p> <p>Motion made and passed unanimously to approve the following Board of Education</p>

	<p>4. Public Hearing Minutes January 5, 2022</p> <p>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Public Hearing Minutes January 5, 2022, seconded by Mrs. McInerney and passed unanimously.</p> <p>5. Special Meeting Minutes January 5, 2022</p> <p>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes January 5, 2022, seconded by Mr. McCauley and passed unanimously.</p> <p>6. Special Meeting Minutes January 19, 2022</p> <p>Mrs. McInerney moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes January 19, 2022, seconded by Mr. McCauley and passed unanimously.</p>	<p>Meeting Minutes: Special Meeting Minutes January 4, 2022.</p> <p>4. Public Hearing Minutes January 5, 2022</p> <p>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Public Hearing Minutes January 5, 2022.</p> <p>5. Special Meeting Minutes January 5, 2022</p> <p>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Special Meeting Minutes January 5, 2022.</p> <p>6. Special Meeting Minutes January 19, 2022</p> <p>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Special Meeting Minutes January 19, 2022.</p>
4.	<p>Superintendent's Report</p> <ul style="list-style-type: none"> Ms. DiCorpo thanked the administrative team, building administrators and Cabinet for their support and work in preparing the budget this year, as well as the Board for their thoughtful questions. Monthly Fundraising Report - 3 at NMHS: Athletic Council, Executive Club 2024, Asia Club; 1 - HPS PTO Hiring updates: 22 total unfilled to date. This includes admin, HR, teachers, paraeducators, food service, secretaries; 3 teachers and 1 paraeducator are on Exhibit A tonight for hire. 	<p>Superintendent's Report</p>

	<ul style="list-style-type: none"> • The Calendar Committee will be meeting to review and discuss the 2022-23 school year calendar, led by Ms. Hollander along with Mr. Manka. The first meeting will be Thursday, February 10. Thank you to Olga and Brian for agreeing to represent the Board on this committee. • If the Governor makes any changes or does not extend Executive order 13G, the BOE will meet and discuss employment and the vaccination policies 4300 and 1212 for staff and volunteers. • NMHS Girls' Cross Country Coach Giles Vaughan was selected by the U.S. Track & Field and Cross Country Coaches Association (USTFCCCA) as the 2021 Girls' High School Cross Country Coach of the Year for the state of Connecticut! In the notification letter sent to the longtime NMHS coach, USTFCCCA CEO Sam Seems states that the honor to Coach Vaughan "is based upon your leadership and the success of the New Milford High School Cross Country team throughout the 2021 season. It's also a reflection of your hard work and the dedication of the student-athletes, the coaching staff, and the administration of the school." 	
5.	Board Chairman's Report <ul style="list-style-type: none"> • Mrs. Faulenbach said subcommittees will resume in February. With the adoption of the Board budget tonight, she said the Board will then send it on to the Town for deliberations and then to the voters. She will keep Board members informed of dates as she receives them. 	Board Chairman's Report
6.	Discussion and Possible Action <p>A. Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absence dated January 26, 2022</p>	Discussion and Possible Action <p>A. Exhibit A: Personnel – Certified, Non-Certified, Appointments, Resignations and Leaves of Absence dated January 26, 2022</p>

	<p>Mrs. Rella moved to approve Revised Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of January 26, 2022, seconded by Mrs. McInerney.</p> <p>The motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 12/31/21 2. Purchase Resolution: D-754 3. Request for Budget Transfers <p>Mrs. Rella moved to approve monthly reports - Budget Position dated 12/31/21, Purchase Resolution: D-754, and Request for Budget Transfers, seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p> <ul style="list-style-type: none"> Mrs. Faulenbach said the Board will now turn to adoption of the 2022-2023 Board of Education Budget. The Superintendent's Proposal will be put on the table before any amendments are entertained. <p>C. Adoption of the 2022-2023 Board of Education Budget</p> <p>Mrs. McInerney moved to approve the Superintendent's proposed 2022-2023 budget in the amount of \$68,205,949, seconded by Mrs. Rella.</p> <ul style="list-style-type: none"> Mrs. Faulenbach opened the floor for amendments. Mr. O'Brien asked for clarification regarding the Secretary to the Superintendent position. He asked if this is the Media/Public Relations position previously discussed or if they are two different things. Ms. DiCorpo said they are the same. The title was changed after speaking with the secretarial union to better align with current positions and 	<p>Motion made and passed unanimously to approve Revised Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of January 26, 2022.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated 12/31/21 2. Purchase Resolution: D-754 3. Request for Budget Transfers <p>Motion made and passed unanimously to approve monthly reports - Budget Position dated 12/31/21, Purchase Resolution: D-754, and Request for Budget Transfers.</p> <p>C. Adoption of the 2022-2023 Board of Education Budget</p> <p>Motion made to approve the Superintendent's proposed 2022-2023 budget in the amount of \$68,205,949.</p>
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	<p>to acknowledge the secretarial functions along with the media responsibilities.</p> <p>Mrs. Faulenbach made a motion to amend the Superintendent's Proposed 2022-2023 budget by decreasing it by \$250,000 for the purpose of decreasing the line item for health insurance, BAZ25043, by taking relief from the Internal Service Fund, seconded by Mrs. McInerney.</p> <ul style="list-style-type: none">• Mrs. Faulenbach this action is endorsed by the Town following discussions this week. She quoted Town Finance Director approval for purposes of the minutes, "Per our previous discussions, with the understanding that the Board of Education has acknowledged that they expect a surplus from operations in fiscal year 22, I endorse the deferral of the ISF use of \$250,000 for budget relief from fiscal year 22 to further be used in fiscal year 23 for operating budget relief. It is not the intention of the Town to do the same. It is with the clear understanding that these funds cannot be taken in both years as this would violate the agreement to not permit the fund to decrease below 2.5 million dollars to provide for the event of returning to self insurance if the need arose. I trust that your board will see fit to approve this measure."• Mrs. Faulenbach asked Mr. Giovannone to confirm that a surplus is expected at the end of this year to cover this amount and he said yes.• Mr. O'Brien asked if this would come out of the health insurance line or the bottom line in general at the end of the year.• Mrs. Faulenbach said it will be from the general bottom line. She said this is not an uncommon practice and has happened in years previous with Town authorization.• Mr. Giovannone said it is audit approved as well. <p>The amendment passed unanimously.</p>	<p>Motion made and passed unanimously to amend the Superintendent's Proposed 2022-2023 budget by decreasing it by \$250,000 for the purpose of decreasing the line item for health insurance, BAZ25043, by taking relief from the Internal Service Fund.</p>
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	<ul style="list-style-type: none">• With approval of the amendment, Mr. Giovannone said the new budget total is \$67,955,949, which is a 3.20% increase. <p>Mr. McCauley made a motion to amend the Superintendent's Proposed 2022-2023 budget by increasing it by \$194,008 for the purpose of adding two grade 2 teachers, seconded by Mr. O'Brien.</p> <ul style="list-style-type: none">• Mr. McCauley said he is very concerned with increasing grade 2 class sizes to about 20 per class, especially with learning loss due to the pandemic. He thinks it is a disservice to students. Studies show lower class sizes are better for this age group.• Mr. O'Brien agreed, saying that the second graders for this fall were not even in kindergarten yet when the pandemic started and have not had one day of normalcy in school.• Mrs. McNerney said the Running Records data provided previously shows many students below level. Lower class sizes help with 1:1 instruction. Move-ins are a concern as well.• Mr. Helmus said he opposes this motion. Other numerous studies show class size is not that important. He agrees that there have been educational losses for all students and he blamed the Governor and masking mandate. He said the Superintendent did not make this recommendation and the Board should respect that and do the fiscally responsible thing for the Town.• Mrs. Faulenbach said she will be opposing the amendment as well. It was not recommended in the Superintendent's Proposed Budget. She is approaching these deliberations to affirm that budget while trying to find ways to lower the increases so as to help taxpayers and ultimately get approval for the budget from the Town and voters. <p>The amendment failed 3-6. Aye: Mr. McCauley, Mrs. McNerney, Mr. O'Brien</p>	<p>Motion made and failed to amend the Superintendent's Proposed 2022-2023 budget by increasing it by \$194,008 for the purpose of adding two grade 2 teachers.</p>
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<p>No: Mrs. Faulenbach, Mr. Hansell, Mr. Helmus, Mrs. Rella, Mrs. Sarich, Mr. Swanhall</p> <p>Mr. Hansell made a motion to amend the Superintendent's Proposed 2022-2023 budget by decreasing it for the purpose of removing the School Based Health Centers, no second was made.</p> <ul style="list-style-type: none">• Mr. Hansell said he is very concerned about the future costs of this program. He does not believe it will be self-sustaining based on data he has gathered.• Mrs. Faulenbach said there is no impact to the operating budget for this program; it uses ESSER funds.• Ms. DiCorpo said the Board has already approved this program and has entered into a legally binding contract which includes a strong termination clause. Funds are committed and have been approved by the State. She offered to set up a meeting for Mr. Hansell and any other interested Board members with Ms. Bonjour regarding the school based health centers so that he and others may get any questions more fully answered.• Mr. Hansell withdrew his requested amendment. <p>The motion was withdrawn.</p> <p>Mrs. Rella made a motion to amend the Superintendent's Proposed 2022-2023 budget by increasing it by \$7,506 for the purpose of adjusting revenue line BLE26643 to offset student parking fees, seconded by Mrs. McInerney.</p> <ul style="list-style-type: none">• Mrs. Olga said she feels \$177 is a weird number and she doesn't want students burdened, many of whom go to work right after school. Other districts around us are a lot less. Bringing it down to \$150 is better.• Mrs. McInerney agreed. She said it is double taxing families who already pay for the budget.	<p>Motion made and withdrawn to amend the Superintendent's Proposed 2022-2023 budget by decreasing it for the purpose of removing the School Based Health Centers.</p> <p>Motion made and passed to amend the Superintendent's Proposed 2022-2023 budget by increasing it by \$7,506 for the purpose of adjusting revenue line BLE26643 to offset student parking fees.</p>
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	<p>She thinks \$150 is still high but it is a good compromise for now. She supports the motion.</p> <ul style="list-style-type: none"> • Mr. O'Brien asked how many spaces there are. Mr. Giovannone said 278. • Mrs. Sarich said she thinks the dollar amount should be zero but will support the amendment. • Mr. Helmus said he is opposed. The Superintendent presented a trajectory towards value in sensible increments. He does think it is an unnecessary tax, but it should be winnowed down for now. • Mrs. Faulenbach said she will support the amendment and that she has other reductions to suggest. The community is struggling. Everything will be back on the table if the budget comes back to the Board for adjustments. <p>The amendment passed 8-1, with Mr. Helmus opposed.</p> <ul style="list-style-type: none"> • With approval of the amendment, Mr. Giovannone said the new budget total is \$67,963,455, which is a 3.22% increase. <p>Mrs. Faulenbach made a motion to amend the Superintendent's Proposed 2022-2023 budget by decreasing it by \$18,500 in the turnover savings line, BHZ25743, to offset the theatre stipend request, seconded by Mr. Helmus.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said she is not recommending cutting the request itself but will use turnover savings to fund it as the approval process is worked through. • Mr. Helmus asked for confirmation that the amendment does not impact the details of the proposal. • Mrs. Faulenbach said it does not. She is just changing its impact to the budget. This is a relatively small adjustment to this line. • Mrs. McInerney said she supports the amendment. 	<p>Motion made and passed unanimously to amend the Superintendent's Proposed 2022-2023 budget by decreasing it by \$18,500 in the turnover savings line, BHZ25743, to offset the theatre stipend request.</p>
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- Mr. Helmus said he will too since it helps explore the opportunity. He appreciates the detail provided regarding the GPA benefits of theatre involvement.
- Mr. O'Brien said he wants to understand the mechanics of how the turnover savings are calculated.
- Mr. Giovannone said it is a function of higher paid staff leaving and being replaced at a lower level of step.
- Ms. DiCorpo said no adjustments have been made to this line over the past few budgets but we will be doing so in the future due to negotiated increases.
- Mrs. Rella asked if changes can still be made to the proposal.
- Ms. DiCorpo said yes, this keeps the integrity of the proposal while details are ironed out.

The amendment passed unanimously.

- With approval of the amendment, Mr. Giovannone said the new budget total is \$67,944,955, which is a 3.19% increase.

Mrs. Faulenbach made a motion to amend the Superintendent's Proposed 2022-2023 budget by decreasing it by \$136,666 for the purpose of decreasing the line item for transportation, BTZ27143, seconded by Mrs. Rella.

- Mrs. Faulenbach said consolidation has taken place this year already and there will be savings as a result. The amount proposed is the average cost of two buses.
- Mrs. McInerney asked if this is allowed contractually and Mrs. Faulenbach said it is.
- Mrs. McInerney said many parents are driving their students to school now but that may change as we come out of the pandemic. She asked if consolidation would be affected. Mrs. Faulenbach said it would not, this was a reevaluating for efficiencies.

Motion made and passed unanimously to amend the Superintendent's Proposed 2022-2023 budget by decreasing it by \$136,666 for the purpose of decreasing the line item for transportation, BTZ27143.

<ul style="list-style-type: none"> • Mr. Swanhall said he doesn't think the buses are overcrowded overall and that fleet modifications should be possible. • Mr. Giovannone said this is the last time to make adjustments because next year is the last year of the current contract. <p>The amendment passed unanimously.</p> <ul style="list-style-type: none"> • With approval of the amendment, Mr. Giovannone said the new budget total is \$67,808,289, which is a 2.98% increase. <p>Mrs. Faulenbach made a motion to amend the Superintendent's Proposed 2022-2023 budget by decreasing it by \$41,000 for the purpose of decreasing line item BAZ21343, removing 0.5 funding for the nurse supervisor, seconded by Mrs. Rella.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach said she is not recommending cutting the position but using grant funding available as part of the funding cycle. • Ms. DiCorpo said ESSER funding was available to cover the position full time this year but it is not filled yet. We are hoping that will happen soon, but this means that ESSER funding allocated has not been utilized and is available then to help fund the position for next year. <p>The amendment passed unanimously.</p> <ul style="list-style-type: none"> • With approval of the amendment, Mr. Giovannone said the new budget total is \$67,767,289, which is a 2.92% increase. <p>Mrs. Rella made a motion to adopt the 2022-2023 Board of Education Budget by approving the Superintendent's Proposed 2022-2023 budget as amended in the amount of \$67,767,289; seconded by Mr. Helmus.</p> <p>The motion passed unanimously.</p>	<p>Motion made and passed unanimously to amend the Superintendent's Proposed 2022-2023 budget by decreasing it by \$41,000 for the purpose of decreasing line item BAZ21343, removing 0.5 funding for the nurse supervisor.</p> <p>Motion made and passed unanimously to adopt the 2022-2023 Board of Education Budget by approving the Superintendent's Proposed 2022-2023 budget as amended in the amount of \$67,767,289.</p>
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	<ul style="list-style-type: none">• Mr. Helmus commended Superintendent DiCorpo on her wonderful job presenting and defending her budget request and Mrs. Faulenbach for her work in finding savings that maintain the integrity of the request while being fiscally prudent.• Mrs. Rella thanked Ms. DiCorpo, the Cabinet and administrators for all their hard work. She said the budget request is well thought out and explained fully. She finds it very transparent and thinks the voters will too.• Mrs. Faulenbach thanked the Board and administration for their collaboration as they worked together. She said they all try hard to represent district needs while being mindful of global hardships.	
7.	Adjourn Mrs. Rella moved to adjourn the meeting at 8:15 p.m., seconded by Mr. O'Brien and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 8:15 p.m.

Respectfully submitted:



Olga Rella
Secretary
New Milford Board of Education

PPT PRESENTATIONS FOR
JANUARY 18, 19, AND 25
MAY BE VIEWED
ON THE DISTRICT WEBSITE HERE:
<https://www.newmilfordps.org/budget>

Wearing Masks and Face Coverings During the COVID-19 Pandemic

Mandated Wearing of Face Coverings

The Board of Education is committed to ensuring the safety of New Milford Public School students, staff and community members during the COVID-19 pandemic. Pursuant to Connecticut Governor Ned Lamont's July 19, 2021 Executive Order # 13, August 5, 2021 Executive Order #13A, Connecticut Department of Public Health ("DPH") Rule dated August 7, 2021 and Connecticut State Department of Education ("SDE") "Adapt, Advance, Achieve" operational rule dated August 19, 2021 the Board requires that all non-exempt individuals must wear a mask inside the District's schools and other buildings at all times while students are present. In addition, all non-exempt students and staff must wear a mask while on District school buses and other vehicles. These requirements shall apply regardless of an individual's COVID-19 vaccination status.

District schools will provide 1) masks to students and staff members who do not have one, and 2) appropriate and safe receptacles for the disposal of masks, coverings and other personal protective equipment. All masks and face cloth coverings must cover both the mouth and nose and comply with state and federal guidance (and school policies) covering dress/attire.

Definitions

For the purposes of this policy, the following definitions apply:

"Fully vaccinated" means at least 14 days have elapsed since a person has received the final dose of a vaccine approved for use against COVID-19 by the U.S. Food and Drug Administration, or as otherwise defined by the Centers for Disease Control.

"Mask" means a face-covering that includes multiple layers of tightly woven or melt-blown material that is worn directly on the face, completely covers the nose and mouth, and fits closely without significant gaps between the mask and face.

Exemptions

The following individuals are exempt from mandated wearing of masks per state law:

- 1) Anyone who has trouble breathing, or anyone who is unconscious, incapacitated, or otherwise unable to remove the mask without assistance;
- 2) As may be appropriate, and as permitted by law (including Connecticut DPH and Connecticut SDE rules) anyone with medical conditions, behavioral issues and/or a disability or disabilities who cannot wear a mask safely or continuously, with the District considering alternatives to such a requirement including, but not limited to, increased social distancing measures, additional personnel protective equipment, etc.;
- 3) Children under the age of two;

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- 4) To the extent that a student or an employee may be eating or drinking in places where such activity is permitted by the District, provided that appropriate social distancing can be maintained, and masks are removed for only as long as necessary to eat or drink;
- 5) Students and staff do not need to wear masks outdoors regardless of vaccination status (unless instructed to do so while awaiting a negative test after close contact with a known case);
- 6) Fully vaccinated District staff members do not need to wear masks when in a school building on a weekend or after hours when students are not present inside the building;
- 7) Fully vaccinated teachers may remove their masks during active instruction while they are at the front of the classroom (masks must still be worn at all other times indoors). The exemption is not applicable where a fully vaccinated teacher is a close contact of a known COVID-19 case and is directed to wear a mask in lieu of quarantine until they receive a negative COVID-19 test.

Mask Breaks

The District's schools shall provide for and schedule age appropriate and safe mask breaks consistent with health and safety guidelines, and only where appropriate social distancing can be maintained. Such mask breaks may include: 1) outdoor breaks, 2) breaks in large rooms, and 3) breaks in classrooms where appropriate social distancing can be maintained. With respect to indoor mask breaks, students and/or staff should always stay six feet or more apart or more in well-ventilated areas and everyone should face in the same direction. During these breaks, students may talk (where permitted by the teacher); however, students must avoid loud talking, yelling, or singing. Generally, such mask breaks should be no more than 15 minutes.

Medical Exemptions

Pursuant to Executive Order #13A (which generally applies to all settings, school and otherwise), masks are not required for anyone "for whom doing so would be contrary to his or her health or safety because of a medical condition, behavioral condition, or disability." The Executive Order provides that any person who declines to so wear a mask because of a medical condition, behavioral condition, or disability will be exempt from any requirement to wear masks if and only if the person provides written documentation that the person is qualified for the exemption from a licensed or certified medical provider, psychologist, marriage and family therapist, professional counselor, social worker, or behavior analyst, the Department of Developmental Services or other state agency that provides or supports services for people with emotional, intellectual or physical disabilities, or a person authorized by any such agency.

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Notwithstanding the foregoing, the Connecticut SDE asserts that medical exemptions for the wearing of masks in schools is severely limited. Current SDE guidance (which specifically governs school environments) offers that medical contraindications to the wearing of masks should generally be limited to individuals suffering from severe chronic obstructive pulmonary disease (“COPD”) such as might be seen with cystic fibrosis, severe emphysema, heart failure, or significant facial burns that would cause extreme pain or interfere with the healing of a skin graft. The same SDE guidance notes its view that mild or intermittent respiratory or other common conditions such as asthma, cardiovascular diseases, kidney disease, or other similar conditions should generally not be considered contraindications to the wearing of masks and thus will likely not justify an exemption from the mask mandate. Nevertheless, via its consultation with its medical advisors, the District will review the documentation submitted to it and assess on an individualized basis whether a medical condition, behavioral condition or disability truly prevents a child from safely wearing a mask, whether for part of or all of the school day. For example, if the work of breathing through a mask creates a significant health risk for a student or if psychological responses to a mask, such as claustrophobia, cannot be accommodated by trying different mask types (for example, a different cloth or a bandana), then the mask could be considered contraindicated and the student may be excused from wearing a mask. In addition, as noted below, students with disabilities (whether receiving special education services or Section 504 accommodations) who are unable to tolerate or wear a mask consistently or correctly may be granted an exemption from wearing a mask for some or all of the school day.

A parent/guardian of a student who believes that their child is unable to safely wear a mask or cloth face covering because of a medical condition as described above should notify the School Nurse. An employee who believes that they are unable to safely wear a mask or covering because of a medical condition should notify Human Resources. The District will require documentation supporting a request for an exemption from the mask/face covering requirement, in accordance with applicable state and federal guidelines¹. However, the District may rely upon supporting documentation in a student’s existing school medical records. All medical information received by the District will be kept confidential as required by law and duly considered.

¹ Currently, a person seeking to be excused from the mask or face covering requirement because of a medical condition, behavioral condition, or disability must provide written documentation that the person is qualified for the exemption from a licensed or certified medical provider, psychologist, marriage and family therapist, professional counselor, social worker, or behavior analyst, the Department of Developmental Services or other state agency that provides or supports services for people with emotional, intellectual or physical disabilities, or a person authorized by any such agency. *Executive Order 13A (8/5/21)*.

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Special Education and Section 504 Students

The District understands that it is possible that students with disabilities may not be able to tolerate or comply well with directives to wear a mask or face covering at school. The District will assess, on an individualized basis, the appropriate accommodations for students with disabilities who are unable to wear a mask, especially recognizing that students and staff involved with certain special education activities (e.g., speech therapy or where lip reading is required) may need to be exempted from wearing a mask intermittently. In cases where an exception is requested based upon a disability, a Planning and Placement Team or Section 504 meeting may be held to consider possible programming revisions or appropriate accommodations.

Generally, the fact that a student with a disability may be unable to consistently wear a mask in school is not a basis for their exclusion from school. In cases where close contact between educators and students is highly likely (such as when interacting with students with disabilities who may not be able to wear mask and/or cannot adequately socially distance), the District will provide educators with masks and face shields, and, as may be necessary, medical grade masks and disposable gowns. In addition, the District may use other mitigation strategies such as maximizing distancing, moving activities outdoors or to a well-ventilated space, and/or the use of other physical barriers in order to protect students and staff.

Students who do not wear a mask and who do not qualify for an exemption will be refused admission into District schools. In addition, the District reserves the right to take disciplinary action against those persons (whether students or staff) who violate the terms of this policy.

Preschool Students and Programs

In addition to the exceptions listed above, preschool students who are newly enrolled in the District's preschool program(s) within the past two months and who are working toward mask wearing are permitted to remove their masks. Furthermore, children who have just turned three years old may have up to two months to acclimate to wearing a mask.

The District will work with such students and their parents, as may be appropriate, on developmental readiness and transitioning to wearing a mask, using age appropriate strategies (including training, social stories, positive reinforcements, and frequent/gentle reminders) and addressing tactile and sensory issues. Where ever possible, the District will seek to avoid excluding preschool students who do not wear masks as required by this policy, but the District will instead seek alternative strategies toward increasing compliance and in addressing the concerns of such students and their parents.

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In addition to those exceptions listed above for all students (for example, during times when they are eating or drinking), preschool students are not required to wear a mask when resting or during outdoor activities. During times when a student is not wearing a mask, it is paramount that distance between students must be maximized, maintaining at least three feet of distance where ever possible. For preschool programs, the maximum group size in any one space is sixteen children.

Legal References:

Executive Order 13A – Protection of Public Health and Safety During COVID-19 Pandemic – Revised Order for Masks and Face Coverings, Nursing Home Staff Testing, August 5, 2021.

Executive Order 13 – Protection of Public Health and Safety During COVID-19 Pandemic – Extension of COVID-19 Orders, July 19, 2021.

Executive Order 9 – Protection of Public Health and Safety During COVID-19 Pandemic – Authority to Issue Guidance and Rules Related to School and Childcare Settings and Extension of Restrictions on Sale of Alcohol Without Food, September 4, 2020.

Executive Order 7NNN – Protection of Public Health and Safety During COVID-19 Pandemic – Masks and Face Coverings, August 14, 2020.

Connecticut State Department of Education, Adapt, Advance, Achieve: Connecticut’s Plan to Learn and Grow Together – Fall 2021, August 19, 2021.

Connecticut State Department of Public Health, Conditions and Environments Requiring Universal Masking for the Prevention of COVID-19 on or after May 19, 2021, August 7, 2021.

Connecticut State Department of Education, Adapt, Advance, Achieve: Connecticut’s Plan to Learn and Grow Together, September 4, 2020.

Connecticut State Department of Education, Addendum 11 to Connecticut State Department of Education Adapt, Advance, Achieve, Reopening Guidance “Interim Guidance for the Use of Face Coverings in Schools during COVID-19,” August 31, 2020.

Connecticut State Department of Education, Frequently Asked Questions Regarding Reopening K-12 Public Schools, Volume 3, September 2, 2020.

Letter from Dr. Miguel A. Cardone, Connecticut Commissioner of Education, to Superintendents of Schools with Preschool Classrooms, September 17, 2020.

Policy adopted:
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September 21, 2021

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Personnel

COVID-19 Staff Vaccination

The Board of Education recognizes the significance of the health and safety of district students and families. Pursuant to Connecticut Governor Ned Lamont's September 10, 2021 Executive Order # 13G, the Board mandates that all District employees who perform work within the District's schools be vaccinated against COVID-19 unless otherwise exempt as set forth in this policy.

Definitions

For the purposes of this policy, the following definitions apply:

"Fully vaccinated" means at least 14 days have elapsed since a person has received the final dose of a vaccine approved for use against COVID-19 by the U.S. Food and Drug Administration, or as otherwise defined by the Centers for Disease Control.

"District employee" refers to all New Milford Public Schools' employees, both full and part-time, including substitutes and student teachers. This definition applies to all District staff regardless of the amount of student contact time a particular staff member may have. This definition does not apply to District volunteers.

Mandatory COVID-19 Vaccination

1. Prospective District Employees Hired On or After September 27, 2021

On or after September 27, 2021, the District shall offer employment only to individuals who are fully vaccinated. The exceptions to this rule are as follows:

- (1) The candidate has received the first dose of the vaccine and has either received the second dose (and less than 14 days have elapsed) or has an appointment for the second dose in a two-dose series vaccination, or has received a single-dose vaccine (and less than 14 days have elapsed) and he/she undergoes weekly COVID-19 testing and submits such results to the District until such time as the he/she is fully vaccinated; or
- (2) The candidate is exempt from the vaccination requirement because the vaccine is likely to be detrimental to the individual's health or the person is exempt due to a sincerely held religious belief and he/she undergoes weekly COVID-19 testing and submits such results to the District and he/she is able to perform the essential functions of his/her job with a reasonable accommodation that is not an undue burden to the Board.

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It shall be the responsibility of the candidate to provide proof of vaccination or to obtain and provide documents in support of his or her entitlement to any exemption. Decisions regarding exemptions shall be determined on a case-by-case basis.

The failure to meet any of these conditions will result in the candidate not being offered a position of employment.

The New Milford Public Schools shall not pay for the costs associated with weekly COVID-19 testing.

2. Existing District Employees and Those Hired Prior to September 27, 2021

On or after September 27, 2021, all non-exempt employees must be fully vaccinated against COVID-19 in order to maintain employment with the New Milford Public Schools unless:

- (1) The employee has received the first dose of the vaccine and has either received the second dose (and less than 14 days have elapsed) or has an appointment scheduled to obtain the second dose in a two-dose series vaccination, or has received a single-dose vaccine (and less than 14 days have elapsed) and undergoes weekly COVID-19 testing and submits such results to the District; or
- (2) The employee is exempt from the vaccination requirement because the vaccine is likely to be detrimental to the individual's health or the person is exempt due to a sincerely held religious belief and the employee undergoes weekly COVID-19 testing and submits such results to the District and the employee is able to perform the essential functions of his/her job with a reasonable accommodation that is not an undue burden to the Board; or
- (3) The employee undergoes weekly COVID-19 testing and submits such results to the District.

It shall be each employee's responsibility to provide proof of vaccination or to obtain and present documents in support of his or her entitlement to any exemption. Decisions regarding exemptions shall be determined on a case-by-case basis.

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Employees who fail to comply with the above provisions will not be permitted to report to work or to enter into any school building or District facility. In addition, failure to produce proof of vaccination or weekly testing results will render employees ineligible for continued employment.

The New Milford Public Schools shall not pay for the costs associated with weekly COVID-19 testing.

Acceptable Proof of Vaccination

Employees may demonstrate proof of vaccination by providing a copy of any one of the following categories of documentation plus a signed declaration of authenticity as described below:

1. A valid CDC Vaccination Card, which must contain the employee's name and date of birth, along with the manufacturer of (and date on which) the vaccine that was administered;
2. A record from the individual's vaccine provider providing the same information listed in #1, above;
3. A certificate from the Vaccine Administration Management System ("VAMS"), if the individual received vaccination through the VAMS system, providing that same information, or
4. A copy of the individual's official immunization record from the Connecticut Immunization Information System, (CT WiZ. State Immunization Information Record) providing that same information.
5. Other documentation prescribed by the Connecticut Commissioner of Public Health.

In addition, such documentation will not be deemed valid unless accompanied by the individual's signed declaration as to the authenticity of their proof of vaccination (including any copies of such records submitted). The School will provide you with access to the declaration form to be used. Appendix A from *"Implementation Guidance for Executive Order 13G"* from Department of Public Health ("DPH"), dated 9/17/21.

Personal attestation (without the required documents) will not be accepted as an acceptable form of proof of a COVID vaccination.

Personnel

COVID-19 Staff Vaccination

Exemptions to COVID-19 Vaccination Requirement

1. Medical/Disability

District employees seeking to be excused from receiving the COVID-19 vaccination because the administration of COVID-19 vaccine is likely to be detrimental to the individual's health must request a medical exemption from Executive Order 13G's vaccination mandate via a form complying with the "Implementation Guidance for Executive Order 13G" (Appendix B) that is signed by that individual's physician (MD or DO), physician's assistant, or advance practice nurse practitioner. The District shall keep such documentation confidential to the extent permitted by law.

The Superintendent or his or her designee shall engage in discussion with the employee and make an individualized assessment as to whether the employee (if unvaccinated) will expose others to the virus or otherwise pose a direct threat to safety and health of the school community, based upon the following considerations:

- the duration of the exposure to others;
- the nature and severity of the potential harm from exposure;
- the likelihood that this potential harm will occur; and
- the imminence of this potential harm.

If the Superintendent determines that the unvaccinated employee poses such a direct threat to the school community, the Superintendent will consider whether there are reasonable accommodations or mitigation efforts (absent undue hardship) that would eliminate or reduce the risk such that the unvaccinated employee will not pose a direct threat to others. Such measures may include but not be limited to greater isolation/social distancing and the use of enhanced personnel protective equipment, (for example, face shields worn in addition to masks), provided that they do not constitute an undue hardship to the District.

If the unvaccinated employee poses a direct threat that cannot be reduced to an acceptable level, the Superintendent may exclude the employee from physically entering any District schools or facilities. Such an employee may take, or be required to take, available leave pursuant to the terms of: 1. Any applicable collective bargaining agreement or individual contract of employment; 2. Any applicable Board policies, or; 3. Any applicable state or federal statutory provision such as the Americans with Disabilities Act ("ADA") or the Family and Medical Leave Act ("FMLA").

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COVID-19 Staff Vaccination

In making the above-described determinations, the Superintendent shall consult with local health authorities, and may consider the following factors, amongst others: 1. The general community (and workplace) spread of the virus; 2. The nature of the employee's worksite, including the risk of exposing students, fellow District employees or other school community members to the virus; 3. The prevalence in the workplace of District employees who have already received a COVID-19 vaccination and the amount of contact with third parties, whose vaccination status may be unknown, and; 4. The availability and likely effectiveness of preventative measures.

2. Religious Practice or Belief

Individuals who object to vaccination on the basis of a sincerely held religious or spiritual belief may request an exemption from Executive Order 13G's vaccination mandate by using an exemption request form provided by the District to the Superintendent; Appendix C from "Implementation Guidance for Executive Order 13G"; along with any supporting documentation as may be requested by the Administration.

The Superintendent or his or her designee shall engage in discussion with the employee and make an individualized assessment as to whether the employee (if unvaccinated) will expose others to the virus and thus pose a direct threat to the safety and health of the school community, based upon the factors described above.

If the Superintendent determines that the unvaccinated employee poses a direct threat to the school community, the Superintendent will consider whether there are reasonable accommodations or mitigation efforts (absent undue hardship, i.e., more than a *de minimis* cost or burden on the District) that would eliminate or reduce this risk so that the unvaccinated employee does not pose a direct threat to others. Such measures may include but are not limited to include greater isolation/social distancing and use of enhanced personnel protective equipment (for example, face shields in addition to masks), provided they do not impose an undue hardship on the District.

If the unvaccinated employee poses a direct threat that cannot be reduced to an acceptable level, the Superintendent may exclude the employee from physically entering the worksite. Such an employee may take, or be required to take, available leave pursuant to the terms of: 1. Any applicable collective bargaining agreement or individual contract of employment; 2. Any applicable Board policies, or; 3. Any applicable state or federal statutory provisions.

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In making the above-described determinations, the Superintendent shall consult with local health authorities, and may consider the following factors, amongst others: 1. The general community (and workplace) spread of the virus; 2. The nature of the employee's worksite, including the risk of exposing students, fellow District employees or other school community members to the virus; 3. The prevalence in the workplace of District employees who have already received a COVID-19 vaccination and the amount of contact with third parties, whose vaccination status may be unknown, and; 4. The availability and likely effectiveness of preventative measures.

3. Weekly Testing

District employees who are not fully vaccinated by September 27, 2021, must obtain weekly testing for COVID-19 and present the results of such tests to the District. This requirement applies to District employees who are exempt from vaccination pursuant to the disability and religious practice or belief exemptions described above as well as any other District employees who were hired prior to September 27, 2021 and who are not fully vaccinated by September 27, 2021. Pursuant to Executive Order 13G, employees hired on or after September 27, 2021 do not have a COVID-19 testing option unless they apply for and are approved for an exemption or have received the first dose of the vaccine but are not yet fully vaccinated. The only exemption to this testing requirement is for situations where employees can provide documented proof that they have tested positive for, or been diagnosed with, COVID-19 infection in the prior 90 days, using a District-approved form for such purpose. An individual granted a temporary waiver from SARS-CoV-2 testing must return to regularly weekly testing at the expiration date indicated on the waiver form if they are not fully vaccinated by that date.

The procedures for submission of testing results shall be determined by the Superintendent or his or her designee. It shall be the responsibility of the District employee to obtain such testing at his or her cost. Employees are expected to obtain such testing outside of regular working hours. The New Milford Public Schools shall not pay for the costs associated with weekly COVID-19 testing.

Such testing must be either PCR or antigen SARS-CoV-2 tests and must be administered and reported by a state licensed clinical laboratory, pharmacy-based testing provider, or other healthcare provider facility with a current "Clinical Laboratory Improvement Amendments" waiver. Only test results submitted to the District within 72 hours of the test administration date will be deemed compliant with the testing requirement. Test result reports should include the name and location of the testing laboratory or provider facility, the name of the person tested, the date the sample was collected, and the test result. Please note: Home-based testing and results obtained outside of the above listed types of facilities are not considered adequate proof of a test.

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COVID-19 Staff Vaccination

Weekly testing results along with proof of vaccination shall be maintained by the District as confidential employee medical information and only disclosed to District staff on a need to know basis.

Compliance and Discipline

District employees who fail to comply with the above provisions will not be permitted to report to work or to enter into any school building or District facility. In addition, failure to produce proof of vaccination or weekly testing results will render New Milford Public School employees ineligible for continued employment with the District. Accordingly, such employees may be subject to discipline, up to and including termination of employment. Any District employee who knowingly provides false or misleading information to the District regarding his or her vaccination status, eligibility or qualification to receive the vaccine, and/or in connection with a request for a reasonable accommodation, will be subject to discipline, up to and including termination of employment.

Employees who are subject to testing due to not being fully vaccinated will not be permitted to report to work or to enter into any school building or District facility unless the most recent test result provided is “negative” or indicate that virus material is “not detected”. Results provided as “inconclusive” are not considered negative results and as such require retesting. If an individual receives an inconclusive result and cannot be retested and provide a negative result within 7 days of their last negative test, then that individual should be excluded from on-site work until they can provide a negative test result.

Confidentiality of Medical Information

District employee vaccination information, weekly testing results and other medical information will be kept confidential as required by law. The District will maintain the confidentiality of such information to the most reasonable extent possible, in compliance with applicable laws and regulations, including but not limited to the Americans with Disabilities Act and Title VII of the Civil Rights Act, as may be applicable. If necessary, medical information may be shared in limited circumstances and subject to appropriate controls to those persons who have a legitimate need to know including but not limited to District administration, first aid and safety personnel, and government officials, as required by law or other relevant guidance.

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District Contractors

Vaccination: On and after September 27, 2021, contractors must 1) authenticate the vaccination status of its contract workers, 2) maintain documentation of vaccination or exemption of such contract workers, and 3) provide such documentation upon request and report compliance to the District upon request in a form and manner directed by the Department of Public Health.

Testing: On and after September 27, 2021, contractors must 1) implement a policy that requires their contract workers who have not demonstrated proof of full vaccination to submit to COVID-19 testing not less than once per week on an ongoing basis until fully vaccinated and 2) provide adequate proof of the results of the testing on a weekly basis to the District, in a form and manner prescribed by the Department of Public Health. The Department of Public Health may promulgate a policy and procedures for limited-duration waivers of the testing requirements contained herein.

LEGAL REFERENCES

Governor Lamont's Executive Order # 13G, dated September 10, 2021

Frequently Asked Questions Regarding Vaccinations for Covered Workers in Schools, Connecticut State Department of Education Guidance dated August 25, 2021

Implementation Guidance for Executive Order 13G, Connecticut State Department of Public Health, dated September 17, 2021

Jacobson v. Massachusetts, 197 U.S. 11 (1905)

What You Should Know About COVID-19 and the ADA, the Rehabilitation Act, and Other EEO Laws, Equal Employment Opportunity Commission (December 16, 2020)

42 U.S.C. 2000ff, Genetic Information Nondiscrimination Act of 2008

42 U.S.C. 2000e, *et seq.*, Title VII of the Civil Rights Act of 1964, as amended

42 U.S.C. 12101, *et seq.*, Americans with Disabilities Act of 1990, as amended

Cf. Connecticut General Statutes §10-210

Cf. Connecticut General Statutes §10-204a

Policy adopted: September 21, 2021

Policy revised: November 16, 2021

NEW MILFORD PUBLIC SCHOOLS

New Milford, Connecticut

Community Relations

School Volunteers

The Board of Education recognizes that volunteers can make many valuable contributions to our schools. The Board endorses a program encouraging community residents to take an active role in improving schools and to become school volunteers in schools subject to suitable regulations and safeguards. Appropriate recognition of volunteer services shall be made by the Board and school district administration.

The Board of Education encourages the use of volunteers to: (1) increase students' educational attainment, (2) provide enrichment experiences for students, (3) increase the effective utilization of staff time and skills, (4) give more individual attention to students, and (5) promote greater community involvement.

The Superintendent shall establish procedures for securing and screening resource persons and volunteers. No person who is a "sex offender," as defined by Connecticut General Statutes §54-250, "Registration of Sexual Offenders" shall be used.

Only persons who have been fully vaccinated against COVID-19 or produce proof of negative COVID-19 test results in connection with a COVID-19 test undertaken no longer than 48 hours prior to the commencement of the volunteer assignment shall be eligible to serve as volunteers in the New Milford Public Schools. Volunteers approved by the Board of Education on Exhibit A must follow the COVID-19 Staff Vaccination requirements of policy 4300.

Securing and Screening Volunteers

The Building Principal or his/her designee directs the use of volunteers within the school. Specifically, the Principal or designee directs volunteer recruitment, screening, placement, and training within the following perimeters:

1. **Qualifications.** Volunteers may come from all backgrounds and all age groups. The main qualification for a volunteer is that he or she has a desire to give his or her time and talent in order to enrich student learning opportunities and the school community generally.
2. **Persons Not Allowed to Serve as Volunteers.** No person who has a criminal record of any felony conviction may serve as a volunteer. Criminal background checks shall be required of all prospective volunteers. Every time a new list of registered sex offenders is received, the Building Principal or his/her designee shall review it for any person's name who has submitted a volunteer information form during that school year. Whenever someone submits a new volunteer information form, the Building Principal or designee shall review the sex offender list. In addition, persons who are not fully vaccinated against COVID-19 or who fail to submit negative COVID-19 test results as set forth in this policy shall not be permitted to serve as volunteers.
3. **Recruitment.** School personnel may recruit volunteers through the following resources: parent(s)/guardians, parent organizations, retired teachers and other senior citizen groups, community businesses, local volunteer centers, and universities. If a staff member, other than the Principal, recruits a volunteer, the staff member must provide the volunteer's name and address to the Principal.

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4. **Role.** Volunteers serve only in an auxiliary capacity under the direction and supervision of a staff member; they are not a substitute for a member of the school staff. Volunteers do not have access to confidential student school records.
5. **Selection, Placement, and Supervision.** Volunteer selection and placement shall be on the basis of the volunteer's qualifications and availability and the school's needs. A volunteer will be assigned to a staff member only with the staff member's consent. The relationship between a volunteer and staff member should be one of mutual respect and confidence.
6. **Screenings.** Screening volunteers is critical because of the vulnerability of the population the school district serves. Each volunteer must register in the school's main office at the beginning of each visit and wear a name tag while in the building. Unless he or she has already done so during the current academic year, the volunteer must complete an information form and waiver. Absent an indication on the form that the volunteer may not qualify, e.g. the volunteer is a convicted felon; the volunteer may proceed to the assigned activity.
A request to volunteer or to continue volunteering will be denied if the volunteer behaves in any manner that demonstrates he or she is not a good role model or is otherwise detrimental to the school environment. Examples of such behavior include: swearing, failing to be dependable, failing to follow the supervisor's instructions, committing any criminal act on school grounds or at a school activity, touching a student in a rude or overly forceful manner, failing to dress in an appropriate manner, or violating any school rule.
7. **Training.** Each academic year, when a person first completes the volunteer registration form, the Principal or designee should give the person a copy of this administrative procedure along with other pertinent information. The staff member to whom the volunteer is assigned is responsible for explaining his or her expectations of the volunteer. The Principal or designee should arrange appropriate training opportunities for those volunteer activities requiring a skill or knowledge base, e.g., working in the computer lab.

COVID-19 Vaccination or Negative Testing Option

All New Milford Public Schools' volunteers must be fully vaccinated against COVID-19 or produce proof of negative COVID-19 test results in connection with a COVID-19 test undertaken no longer than 48 hours prior to the commencement of the volunteer assignment. For purposes of this policy, "fully vaccinated" means that at least 14 days have elapsed since a person has received the final dose of a vaccine approved for use against COVID-19 by the U.S. Food and Drug Administration, or as otherwise defined by the Centers for Disease Control.

Prospective volunteers may demonstrate proof of vaccination by providing one of the following to the New Milford Public Schools Human Resources Department:

1. A CDC COVID-19 Vaccination Record Card or photo of the Vaccination Record Card;
2. Documentation from a health care provider or electronic health care records; or
3. State Immunization Information Record, or

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4. Other documentation prescribed by the Connecticut Commissioner of Public Health.

Personal attestation will not be accepted as an acceptable form of proof of a COVID vaccination.

Otherwise eligible individuals who are not fully vaccinated against COVID-19 may be permitted to serve as volunteers within the New Milford Public Schools if they provide proof of negative COVID-19 test results in connection with a COVID-19 test undertaken no longer than 48 hours prior to the commencement of the volunteer assignment. For purposes of this policy Molecular/PCR or Antigen COVID-19 test results will be accepted but only so long as such tests are verifiable through a third party (i.e. rapid Antigen home testing results are not acceptable).

Approved volunteers who are not fully vaccinated must undergo and provide proof of negative COVID-19 testing results on a weekly basis for any volunteer assignment that is longer than a week in duration.

All volunteer and prospective volunteer testing information should be submitted in hard copy form to the New Milford Public Schools Human Resources Department. Absent extraordinary circumstances the District shall not reimburse a volunteer or prospective volunteer for the cost of COVID-19 testing.

Legal Reference: Connecticut General Statutes
 10-4g Programs to encourage participation in the educational process
 10-28b School Volunteers
 10-235 Indemnification of teachers, board members, employees and certain
 volunteers and students in damage suits; expenses of litigation.

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Policy reviewed:	November 6, 2018	
Policy revised:	November 16, 2021	

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Volunteer Information Form and Waiver of Liability

Only one form needs to be completed by a volunteer each school year. Please print clearly in ink:

Information Form

Name: _____
Last First Middle Telephone

Address: _____
Street City Zip Code

Personal physician: _____ Phone _____

Emergency adult contact: _____ Phone _____

Are you now or have you ever been a school volunteer? _____
At which school? _____ Year? _____

The name of any child or ward attending this school: _____

Criminal Conviction Information

Are you a sex offender? _____
Have you ever been convicted of a felony? _____
If you answered YES, list all offenses

Offense(s): _____
Date(s): _____
Place(s): _____

If requested, are you willing to consent to a criminal background investigation? _____

COVID-19 Vaccination Status

Are you fully vaccinated against COVID-19? _____

If so, please attach a photocopy of one of the following to this form:

1. A CDC COVID-19 Vaccination Record Card or photo of the Vaccination Record Card;
2. Documentation from a health care provider or electronic health care records;
3. State Immunization Information Record, or

4. Other documentation prescribed by the Connecticut Commissioner of Public Health.

If you are not fully vaccinated against COVID-19 please provide a copy of negative COVID-19 test results in connection with a COVID-19 test undertaken no longer than 48 hours prior to the commencement of the volunteer assignment.

Waiver of Liability

The School District does not provide liability insurance coverage to non-district personnel serving as volunteers for the School District. The purpose of this waiver is to provide notice to prospective volunteers that they do not have insurance coverage by the School District and to document the volunteer's acknowledgment that they are providing volunteer service at their own risk. However, C.G.S. 10-235 provides that the district must indemnify and hold harmless volunteers from civil liability in most situations as long as the volunteer is approved by the Board of Education to carry out a duty prescribed by the Board and performs services under the direction of a certified teacher. Therefore, the district must pay any damages awarded to a plaintiff in an action brought alleging negligence or other act resulting in injury, including infringement of that person's civil rights.

By my signature below:

1. I acknowledge that the School District does not provide insurance coverage for me for any loss, injuries, illness, or death resulting from the volunteer's unpaid service to the School District.
2. I agree to assume all risk for death or any loss, injury, illness or damage of any nature or kind, arising out of my supervised or unsupervised service to the School District. agree to waive any and all claims against the School District, or its officers, Board Members, employees, agents or assigns, for loss due to death, injury, illness or damage of any kind arising out of the volunteer's supervised or unsupervised service to the School District.
3. I authorize the New Milford Public Schools to make an independent review of only criminal or police records for the purpose of approving my request to volunteer to work with students in the district. I understand that there will be no cost for the background review and that the personal information required to conduct the background review (social security number and birth date) as well as the results of the review will not be retained by the school district.

Date: _____ Signature of Volunteer: _____

Printed Name of Volunteer _____

For School Use Only

General description of assignment(s):

- supervising students as needed by a teacher
 - supervising students during a regularly scheduled activity
 - assisting with academic programs
 - assisting at the resource center or main office
- other _____

Name of supervising staff member: _____

“Sex offender list” checked by _____ on _____ (mandatory).

The date on which the criminal background check was received and reviewed. _____

Reviewed by: _____

SignatureDate

Community Relations

School Volunteers

The Board of Education recognizes that volunteers can make many valuable contributions to our schools. The Board endorses a program encouraging community residents to take an active role in improving schools and to become school volunteers in schools subject to suitable regulations and safeguards. Appropriate recognition of volunteer services shall be made by the Board and school district administration.

The Board of Education encourages the use of volunteers to: (1) increase students' educational attainment, (2) provide enrichment experiences for students, (3) increase the effective utilization of staff time and skills, (4) give more individual attention to students, and (5) promote greater community involvement.

The Superintendent shall establish procedures for securing and screening resource persons and volunteers. No person who is a "sex offender," as defined by Connecticut General Statutes §54-250, "Registration of Sexual Offenders" shall be used.

Securing and Screening Volunteers

The Building Principal or his/her designee directs the use of volunteers within the school. Specifically, the Principal or designee directs volunteer recruitment, screening, placement, and training within the following perimeters:

1. **Qualifications.** Volunteers may come from all backgrounds and all age groups. The main qualification for a volunteer is that he or she has a desire to give his or her time and talent in order to enrich student learning opportunities and the school community generally.
2. **Persons Not Allowed to Serve as Volunteers.** No person who has a criminal record of any felony conviction may serve as a volunteer. Criminal background checks shall be required of all prospective volunteers. Every time a new list of registered sex offenders is received, the Building Principal or his/her designee shall review it for any person's name who has submitted a volunteer information form during that school year. Whenever someone submits a new volunteer information form, the Building Principal or designee shall review the sex offender list.
3. **Recruitment.** School personnel may recruit volunteers through the following resources: parent(s)/guardians, parent organizations, retired teachers and other senior citizen groups, community businesses, local volunteer centers, and universities. If a staff member, other than the Principal, recruits a volunteer, the staff member must provide the volunteer's name and address to the Principal.
4. **Role.** Volunteers serve only in an auxiliary capacity under the direction and supervision of a staff member; they are not a substitute for a member of the school staff. Volunteers do not have access to confidential student school records.

Community Relations

School Volunteers

Securing and Screening Volunteers (continued)

5. **Selection, Placement, and Supervision.** Volunteer selection and placement shall be on the basis of the volunteer's qualifications and availability and the school's needs. A volunteer will be assigned to a staff member only with the staff member's consent. The relationship between a volunteer and staff member should be one of mutual respect and confidence.
6. **Screenings.** Screening volunteers is critical because of the vulnerability of the population the school district serves. Each volunteer must register in the school's main office at the beginning of each visit and wear a name tag while in the building. Unless he or she has already done so during the current academic year, the volunteer must complete an information form and waiver. Absent an indication on the form that the volunteer may not qualify, e.g. the volunteer is a convicted felon; the volunteer may proceed to the assigned activity.
A request to volunteer or to continue volunteering will be denied if the volunteer behaves in any manner that demonstrates he or she is not a good role model or is otherwise detrimental to the school environment. Examples of such behavior include: swearing, failing to be dependable, failing to follow the supervisor's instructions, committing any criminal act on school grounds or at a school activity, touching a student in a rude or overly forceful manner, failing to dress in an appropriate manner, or violating any school rule.
7. **Training.** Each academic year, when a person first completes the volunteer registration form, the Principal or designee should give the person a copy of this administrative procedure along with other pertinent information. The staff member to whom the volunteer is assigned is responsible for explaining his or her expectations of the volunteer. The Principal or designee should arrange appropriate training opportunities for those volunteer activities requiring a skill or knowledge base, e.g., working in the computer lab.

Legal Reference: Connecticut General Statutes
 10-4g Programs to encourage participation in the educational process
 10-28b School Volunteers
 10-235 Indemnification of teachers, board members, employees and certain
 volunteers and students in damage suits; expenses of litigation.

Policy adopted: May 7, 2001
 Policy revised: June 9, 2009
 Policy reviewed: October 15, 2013
 Policy reviewed: November 6, 2018

NEW MILFORD PUBLIC SCHOOLS
 New Milford, Connecticut

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Volunteer Information Form and Waiver of Liability

Only one form needs to be completed by a volunteer each school year. Please print clearly in ink:

Information Form

Name: _____
Last First Middle Telephone

Address: _____
Street City Zip Code

Personal physician: _____ Phone _____

Emergency adult contact: _____ Phone _____

Are you now or have you ever been a school volunteer? _____
At which school? _____ Year? _____

The name of any child or ward attending this school: _____

Criminal Conviction Information

Are you a sex offender? _____
Have you ever been convicted of a felony? _____
If you answered YES, list all offenses

Offense(s): _____
Date(s): _____
Place(s): _____

If requested, are you willing to consent to a criminal background investigation? _____

Waiver of Liability

The School District does not provide liability insurance coverage to non-district personnel serving as volunteers for the School District. The purpose of this waiver is to provide notice to prospective volunteers that they do not have insurance coverage by the School District and to document the volunteer's acknowledgment that they are providing volunteer service at their own risk. However, C.G.S. 10-235 provides that the district must indemnify and hold harmless volunteers from civil liability in most situations as long as the volunteer is approved by the Board of Education to carry out a duty prescribed by the Board and performs services under the direction of a certified teacher. Therefore the district must pay any damages awarded to a plaintiff in an action brought alleging negligence or other act resulting in injury, including infringement of that person's civil rights.

Volunteer Information Form and Waiver of Liability

Waiver of Liability (continued)

By my signature below:

1. I acknowledge that the School District does not provide insurance coverage for me for any loss, injuries, illness, or death resulting from the volunteer's unpaid service to the School District.
2. I agree to assume all risk for death or any loss, injury, illness or damage of any nature or kind, arising out of my supervised or unsupervised service to the School District. agree to waive any and all claims against the School District, or its officers, Board Members, employees, agents or assigns, for loss due to death, injury, illness or damage of any kind arising out of the volunteer's supervised or unsupervised service to the School District.
3. I authorize the New Milford Public Schools to make an independent review of only criminal or police records for the purpose of approving my request to volunteer to work with students in the district. I understand that there will be no cost for the background review and that the personal information required to conduct the background review (social security number and birth date) as well as the results of the review will not be retained by the school district.

Date: _____ Signature of Volunteer: _____
Printed Name of Volunteer _____

For School Use Only

General description of assignment(s):

- supervising students as needed by a teacher
- supervising students during a regularly scheduled activity
- assisting with academic programs
- assisting at the resource center or main office
- other _____

Name of supervising staff member: _____
"Sex offender list" checked by _____ on _____ (mandatory).

The date on which the criminal background check was received and reviewed. _____

Reviewed by: _____
Signature Date

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
New Milford, Connecticut

February 15, 2022

****As of February 11, 2022**

ACTION ITEMS

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS

1. None

2. CERTIFIED STAFF

b. NON-RENEWALS

1. None

3. CERTIFIED STAFF

c. APPOINTMENTS

- 1. **Mrs. Renetta Alexander-Edmund**, Social Worker, New Milford High School effective on or about March 1, 2022.
2021-2022 Salary – \$56,633 (Step 2 Masters+30), pro-rated to start date

Education History:

BA: SUNY- Stony Brook

Major: Psychology

MSW: SUNY- Stony Brook School of Social Work

Major: School Work

Work Experience:

5 yrs. DCF, Danbury

Rep. K. Giroux

4. MISCELLANEOUS STAFF

a. RESIGNATIONS

1. None

5. MISCELLANEOUS STAFF

b. APPOINTMENTS

1. None

6. NON-CERTIFIED STAFF AND LICENSED STAFF

a. RESIGNATIONS

- 1. Mrs. Deborah Meeker**, School Nurse, New Milford High School effective February 11, 2022.

Personal

7. NON-CERTIFIED AND LICENSED STAFF

b. APPOINTMENTS

1. None

8. ADULT EDUCATION STAFF

a. RESIGNATIONS

1. None

9. ADULT EDUCATION STAFF

b. APPOINTMENTS

- 1. None**

10. BAND STAFF

a. RESIGNATIONS

- 1. None**

11. BAND STAFF

b. APPOINTMENTS

- 1. None**

12. COACHING STAFF

a. RESIGNATIONS

- 1. None**

13. COACHING STAFF

b. APPOINTMENTS

- | | |
|--|---|
| 1. **Mr. Frank Bonacci , Girls' Varsity Softball Coach, New Milford High School effective March 12, 2022. | 2021-2022 Stipend: \$4942 |
| 2. **Mr. Evan Cassells , Boys' Varsity Lacrosse Coach, New Milford High School effective March 19, 2022. | 2021-2022 Stipend: \$4846 |
| 3. **Mr. James Classey , Girls' Volunteer Softball Coach, New Milford High School effective March 12, 2022. | Volunteer |
| 4. **Mr. Jason Ezra , Volunteer Boys' Lacrosse Coach, New Milford High School effective March 19, 2022. | Volunteer |
| 5. **Mr. Peter (Casey) Gawlak , Girls' Varsity Outdoor Track and Field Coach, New Milford High School effective March 19, 2022. | 2021-2022 Stipend: \$4882 |
| 6. **Mr. Peter (Casey) Gawlak , Boys' Varsity Outdoor Track and Field Coach, New Milford High School effective March 19, 2022. | 2021-2022 Stipend: \$4882 |
| 7. **Mr. Mark Grant , Boys' JV Baseball Coach, New Milford High School effective March 12, 2022. | 2021-2022 Stipend: \$3214
Current Staff Member |
| 8. **Ms. Kelsey Holub , Girls' Varsity Lacrosse Coach, New Milford High School effective March 19, 2022. | 2021-2022 Stipend: \$4846
Current Staff Member |

9. **Ms. Dawn Hough , Volunteer Girls' and Boys' Outdoor Track and Field Coach, New Milford High School effective March 19, 2022.	Volunteer
10. **Mr. Aaron Johnson , Volunteer Boys' Baseball Coach, New Milford High School effective March 12, 2022.	Volunteer
11. **Mr. Ryan Johnson , Boys' Varsity Baseball Coach, New Milford High School effective March 12, 2022.	2021-2022 Stipend: \$4943
12. **Ms. Jessica Lionetti , Volunteer Girls' Softball Coach, New Milford High School effective March 12, 2022.	Volunteer Current Staff Member
13. **Mr. Sean McMahon , Boys' JV Lacrosse Coach, New Milford High School effective March 19, 2022.	2021-2022 Stipend: \$3151
14. **Mr. Gary Millar , Girls' JV Softball Coach, New Milford High School effective March 12, 2022.	2021-2022 Stipend: \$3214
15. **Mr. Steven Montiero , Volunteer Boys' Lacrosse Coach, New Milford High School effective March 19, 2022.	Volunteer
16. **Mr. Sean Murray , Weight Room Supervisor, New Milford High School effective March 21, 2022	2021-2022 Stipend: \$5042 Current Staff Member
17. **Mr. Mike Nahom , Volunteer Girls' Outdoor Track and Field Coach, New Milford High School effective March 19, 2022.	Volunteer
18. **Mr. Chris O'Loughlin , Boys' Freshman Baseball Coach, New Milford High School effective March 12, 2022.	2021-2022 Stipend: \$2473
19. **Mr. Rory Perry , Boys' Varsity Tennis, New Milford High School effective March 19, 2022.	2021-2022 Stipend: \$3158 Current Staff Member
20. **Ms. Sarah Swann , Girls' JV Lacrosse Coach, New Milford High School effective March 19, 2022.	2021-2022 Stipend: \$3151 Current Staff Member
21. **Mr. Giles Vaughan , Unified Girls' and Boys' Outdoor Track and Field Coach, New Milford High School effective April 6, 2022.	2021-2022 Stipend: \$992 Current Staff Member

- 22. **Mr. David Warren**, Volunteer Boys' Lacrosse Coach,
New Milford High School effective March 19, 2022.

Volunteer

14. LEAVES OF ABSENCE

- 1. None**



RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	30,341,363	75,500	30,416,863	14,806,530	14,547,792	1,062,541	96.51%
100'S	SALARIES - NON CERTIFIED	9,589,390	0	9,589,390	4,920,645	3,167,973	1,500,772	84.35%
200'S	BENEFITS	10,810,557	8,500	10,819,057	7,131,359	3,106,742	580,957	94.63%
300'S	PROFESSIONAL SERVICES	3,948,255	-83,000	3,865,255	2,167,794	1,302,335	395,126	89.78%
400'S	PROPERTY SERVICES	925,069	0	925,069	486,660	260,496	177,912	80.77%
500'S	OTHER SERVICES	9,082,593	0	9,082,593	4,729,695	3,261,360	1,091,538	87.98%
600'S	SUPPLIES	2,588,172	-1,000	2,587,172	1,073,750	1,070,333	443,089	82.87%
700'S	CAPITAL	14,404	0	14,404	2,707	16	11,681	18.91%
800'S	DUES AND FEES	95,928	0	95,928	72,642	2,031	21,255	77.84%
900'S	REVENUE	-1,549,707	0	-1,549,707	-117,968	0	-1,431,739	7.61%
GRAND TOTAL		65,846,024	0	65,846,024	35,273,814	26,719,078	3,853,132	94.15%

SALARIES - NON CERTIFIED BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	518,875	0	518,875	192,568	0	326,307	37.11%
51201	SALARIES - NON CERT - PARA EDUCATORS	2,099,881	0	2,099,881	993,059	882,039	224,784	89.30%
51202	SALARIES - NON CERT - SUBSTITUTES	925,202	0	925,202	466,732	15,300	443,170	52.10%
51210	SALARIES - NON CERT - SECRETARY	1,919,636	0	1,919,636	1,089,200	768,927	61,509	96.80%
51225	SALARIES - NON CERT - TUTORS	275,695	0	275,695	50,641	0	225,054	18.37%
51240	SALARIES - NON CERT - CUSTODIAL	1,939,639	0	1,939,639	1,080,547	776,303	82,789	95.73%
51250	SALARIES - NON CERT - MAINTENANCE	936,257	0	936,257	490,143	325,041	121,073	87.07%
51285	SALARIES - NON CERT - TECHNOLOGY	493,540	0	493,540	289,083	204,457	0	100.00%
51336	SALARIES - NON CERT - NURSES	480,665	0	480,665	268,672	195,906	16,087	96.65%
TOTAL		9,589,390	0	9,589,390	4,920,645	3,167,973	1,500,772	84.35%

BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	618,237	0	618,237	306,639	0	311,598	49.60%
52201	BENEFITS - MEDICARE	528,854	0	528,854	279,435	0	249,419	52.84%
52300	BENEFITS - PENSION	918,524	0	918,524	918,524	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	33,000	0	33,000	18,061	0	14,939	54.73%
52810	BENEFITS - HEALTH INSURANCE	8,050,300	8,500	8,058,800	5,188,776	2,870,024	0	100.00%
52820	BENEFITS - DISABILITY INSURANCE	125,000	0	125,000	59,573	65,427	0	100.00%
52830	BENEFITS - LIFE INSURANCE	126,000	0	126,000	61,599	59,401	5,000	96.03%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	410,642	0	410,642	298,752	111,890	0	100.00%
TOTAL		10,810,557	8,500	10,819,057	7,131,359	3,106,742	580,957	94.63%

*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	30,341,363	75,500	30,416,863	14,806,530	14,547,792	1,062,541	96.51%
51200	NON-CERTIFIED SALARIES	9,589,390	0	9,589,390	4,920,645	3,167,973	1,500,772	84.35%
52000	BENEFITS	10,810,557	8,500	10,819,057	7,131,359	3,106,742	580,957	94.63%
53010	LEGAL SERVICES	224,553	0	224,553	240,589	0	-16,036	107.14%
53050	CURRICULUM DEVELOPMENT	75,000	0	75,000	6,679	5,085	63,236	15.69%
53200	PROFESSIONAL SERVICES	2,201,248	-83,000	2,118,248	1,182,325	851,413	84,510	96.01%
53201	MEDICAL SERVICES - SPORTS	30,500	0	30,500	8,300	0	22,200	27.21%
53210	TIME & ATTENDANCE SOFTWARE	11,800	0	11,800	4,268	1,885	5,647	52.14%
53220	IN SERVICE	117,150	0	117,150	49,216	2,460	65,474	44.11%
53230	PUPIL SERVICES	622,224	0	622,224	261,913	290,268	70,043	88.74%
53300	OTHER PROF/ TECH SERVICES	59,800	0	59,800	18,638	1,724	39,438	34.05%
53310	AUDIT/ACCOUNTING	40,500	0	40,500	40,500	0	0	100.00%
53500	TECHNICAL SERVICES	233,708	0	233,708	213,810	17,868	2,029	99.13%
53530	SECURITY SERVICES	218,672	0	218,672	69,907	131,631	17,134	92.16%
53540	SPORTS OFFICIALS SERVICES	113,100	0	113,100	71,650	0	41,450	63.35%
54101	CONTRACTUAL TRASH PICK UP	96,748	0	96,748	49,656	18,327	28,765	70.27%
54301	REPAIRS & MAINTENANCE	475,487	0	475,487	238,704	153,946	82,837	82.58%
54302	FIRE / SECURITY MAINTENANCE	2,500	0	2,500	1,494	0	1,006	59.77%
54303	GROUPS MAINTENANCE	12,700	0	12,700	5,645	1,292	5,763	54.62%
54310	GENERAL REPAIRS	43,970	0	43,970	5,167	2,408	36,395	17.23%
54320	TECHNOLOGY RELATED REPAIRS	29,847	0	29,847	8,554	542	20,750	30.48%
54411	WATER	68,195	0	68,195	33,648	34,547	0	100.00%
54412	SEWER	15,559	0	15,559	13,162	0	2,397	84.60%
54420	LEASE/RENTAL EQUIP/VEH	180,063	0	180,063	130,630	49,433	0	100.00%
55100	PUPIL TRANSPORTATION - OTHER	116,250	0	116,250	74,591	8,723	32,936	71.67%
55101	PUPIL TRANS - FIELD TRIP	22,750	0	22,750	3,548	0	19,202	15.60%
55110	STUDENT TRANSPORTATION	4,996,291	0	4,996,291	2,900,155	1,819,602	276,534	94.47%
55200	GENERAL INSURANCE	296,763	0	296,763	296,763	0	0	100.00%
55300	COMMUNICATIONS	50,240	0	50,240	28,229	22,011	0	100.00%
55301	POSTAGE	32,750	0	32,750	9,573	23,177	0	100.00%
55302	TELEPHONE	80,069	0	80,069	59,706	20,363	0	100.00%

*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	8,000	0	8,000	1,849	0	6,151	23.12%
55505	PRINTING	33,010	0	33,010	10,892	1,618	20,500	37.90%
55600	TUITION - TRAINING	35,000	0	35,000	0	0	35,000	0.00%
55610	TUITION - PUBLIC PLACEMENTS	1,002,397	0	1,002,397	390,905	266,373	345,119	65.57%
55630	TUITION - PRIVATE PLACEMENTS	2,362,209	0	2,362,209	946,735	1,095,138	320,335	86.44%
55800	TRAVEL	46,864	0	46,864	6,748	4,354	35,761	23.69%
56100	GENERAL INSTRUCTIONAL SUPPLIES	167,207	0	167,207	69,822	19,096	78,290	53.18%
56110	INSTRUCTIONAL SUPPLIES	430,051	-1,000	429,051	195,697	44,789	188,565	56.05%
56120	ADMIN SUPPLIES	32,678	0	32,678	13,499	2,227	16,952	48.12%
56210	NATURAL GAS	188,000	0	188,000	68,140	119,860	0	100.00%
56220	ELECTRICITY	990,569	0	990,569	442,567	548,002	0	100.00%
56230	PROPANE	3,900	0	3,900	506	3,394	0	100.00%
56240	OIL	211,068	0	211,068	64,758	146,310	0	100.00%
56260	GASOLINE	27,186	0	27,186	4,615	22,571	0	100.00%
56290	FACILITIES SUPPLIES	317,042	0	317,042	129,444	127,970	59,628	81.19%
56291	MAINTENANCE COMPONENTS	16,475	0	16,475	2,769	5,016	8,690	47.25%
56292	UNIFORMS/ CONTRACTUAL	13,100	0	13,100	9,090	3,500	510	96.11%
56293	GROUNDKEEPING SUPPLIES	22,585	0	22,585	3,807	9,693	9,085	59.77%
56410	TEXTBOOKS	26,127	0	26,127	5,401	199	20,527	21.43%
56411	CONSUMABLE TEXTS	32,455	0	32,455	21,196	1,934	9,325	71.27%
56420	LIBRARY BOOKS	51,928	0	51,928	14,524	5,692	31,712	38.93%
56430	PERIODICALS	16,162	0	16,162	8,305	5,218	2,639	83.67%
56460	WORKBOOKS	2,535	0	2,535	380	363	1,793	29.29%
56500	SUPPLIES - TECH RELATED	39,104	0	39,104	19,232	4,499	15,373	60.69%
57345	INSTRUCTIONAL EQUIPMENT	4,500	0	4,500	0	0	4,500	0.00%
57400	GENERAL EQUIPMENT	6,127	0	6,127	641	16	5,469	10.73%
57500	FURNITURE & FIXTURES	95,928	0	95,928	72,642	2,031	21,255	77.84%
58100	DUES & FEES	3,777	0	3,777	2,066	0	1,711	54.69%
EXPENDITURE TOTAL		67,395,731	0	67,395,731	35,391,782	26,719,078	5,284,871	92.16%



REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-1,089,825	0	-1,089,825	0	0	-1,089,825	0.00%
43105	MEDICAID REIMBURSEMENT	-60,507	0	-60,507	-16,375	0	-44,132	27.06%
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	-10,273	0	-44,727	18.68%
49102	BUILDING USE FEES (CUSTODIAL)	-27,951	0	-27,951	-11,320	0	-16,631	40.50%
44800	REGULAR ED TUITION	-114,400	0	-114,400	-30,000	0	-84,400	26.22%
44822	SPECIAL ED TUITION	-29,900	0	-29,900	0	0	-29,900	0.00%
49103	DCF TUITION	-85,000	0	-85,000	0	0	-85,000	0.00%
44860	ADMISSIONS/ATHLETIC GATE RECEIPTS	-25,400	0	-25,400	-6,000	0	-19,400	23.62%
44861	PARKING PERMIT FEES	-59,824	0	-59,824	-44,000	0	-15,824	73.55%
REVENUE TOTAL		-1,549,707	0	-1,549,707	-117,968	0	-1,431,739	7.61%

GRAND TOTAL	65,846,024	0	65,846,024	35,273,814	26,719,078	3,853,132	94.15%
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BOE Capital Reserve Acct #43020000-10101	
Total as of 7/1/21	268,260
Contribution Towards NMHS Roof Replacement	-250,000
NMHS Alarm System Upgrades	-11,975
Eversource Rebate	6,250
Total as of 1/31/22	12,535*
* Does not include approved but pending final audit contribution from the BOE 20/21 fiscal year end balance (\$2,798,775) or additional contribution towards NMHS Roof (\$200,000) or billing for the half of the MAXX renovation project (\$21,599)	

Turf Field Replacement Acct #43020000-10130	
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
Total as of 1/31/21	215,880**
** Does not include approved but pending final audit contribution from the BOE 20/21 fiscal year end balance (\$100,000)	



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
GRANT	TECHNOLOGY	CDW GOVERNMENT	CHROMEBOOKS (127 UNITS)	\$ 19,895.00	53300
GENERAL	ATHLETICS	CHRISTINE SCHNEIDER	TEMPORARY ATHLETIC TRAINING SERVICES THROUGH 12/31/21	\$ 8,120.00	53201
GENERAL	DISTRICT	US OMNI	COMPLIANCE & REMITTING SERVICES - 403B PLAN	\$ 7,326.00	53200
GRANT	NMHS	EDADVANCE	HEALTHCARE SHADOWING PROGRAM	\$ 6,000.00	53220
GRANT	DOI	HEINEMANN	5TH GRADE READING & WRITING UNITS OF STUDY	\$ 5,035.80	56110
GRANT	DOI	TEPPER AND FLYNN	CONSULTING SERVICES FOR MS/HS ORIENTATION & ADMIN COUNCIL	\$ 5,000.00	53300

GRANT EXPENDITURES ARE PRESENTED IN BOLD AND ITALICIZED FONT IN THE ABOVE LISTING



BUDGET TRANSFER REQUESTS

AGENDA ITEM 3B-3
FEBRUARY 2022 MEETING

DETAIL			FROM (-)			TO (+)		
#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
NONE AT THIS TIME								

DETAIL			FROM (-)			TO (+)		
#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATION	ORG	OBJECT
NONE AT THIS TIME								

Introducing a New Program or Course

At times, a need for a new program or an opportunity for a new course presents itself. Decisions to make these changes, while always encouraged, need to be made carefully and only after thoughtful planning.


The form that follows this page is designed to help encourage thoughtful planning and careful decision-making and is to be used when proposing a new program or course. It is important to note that requests should be made in a timely fashion so that it may be adequately budgeted and staffed. Therefore, it is requested that a proposal for any new course that is planned to be offered in the next budget year be submitted to the office of the Assistant Superintendent no later than September 30 in the academic year preceding its initial offering.

Requests for a new program or course must have the principal's prior approval. In the case of high school/middle school, it must also have the department chair's prior endorsement (where applicable) as well.

Once a proposal is received by the Assistant Superintendent, it will be reviewed and, if approved, brought to the Committee on Learning for endorsement, then to the full Board of Education for approval, allowing program development to move forward (i.e. curriculum writing).

Once the curriculum is written, it will come back to the Committee on Learning for endorsement and, if so endorsed, sent to the Board of Education for formal adoption.

Request for a New Program or Course

Signature of Principal  : Date: 11/7/21

Signature of Dept. Chair (if applicable): Linda Scoralick Date: 11/7/21

Title of Proposal: Freshman Seminar

Person submitting Proposal: Linda Scoralick

Curriculum Area: General Curriculum

Number of Credits/Level (if applicable): Prerequisite Courses (if applicable): 0.5, no prerequisites

Grade(s): 9

1. **Description of Program/Course** (What is it this course/program addresses? How does it relate to the Common Core? What other pertinent information about the proposal do you wish to share?)

This course is designed as a foundational course for all 9th grade students. The goal is to promote a successful transition between middle school and high school and also high school beyond. The course will address executive functioning skills such as organization, time management, and stress management with these skills aimed at helping students build or refine the skills necessary to be successful academically. In addition the course will include information about supports and resources available at the high school and in the community to support student social-emotional well being. Finally, this course will also include important career development aspects that will help students learn about how to chart a path through high school that will lead to success in their post-secondary endeavors. This course is directly linked to ongoing work designed to establish career pathways at New Milford High School.

2. **Describe the Current Situation and why the new proposal seems needed**. Please also describe what alternatives were considered and what you believe are the advantages and disadvantages of the proposal (use attachment if more space is needed).

There is currently no prescribed program to target executive functioning skills and on-going career development for all students. This course would provide these things to students as part of the standard 9th grade curriculum.

NMHS is currently working in partnership with NC3T (National Center for College and Career Transitions) and the CSDE (Connecticut State Department of Education) in a program aimed at improving career connected learning for all students. This year, we applied to be part of an intensive coaching and consulting program and were selected to participate. Through our work so far, establishing a Freshman Seminar class has been identified as a crucial step in the pathways system. The team has identified this step as one that will have an

immediate impact on student growth and development.. Additionally, this step is one that can be taken prior to the full design and implementation of the rest of the pathways model.

3. **Forecasted impact of change** (use attachment if more space is needed):

- A. Please describe the likely impact of change on the students intended to be directly served by the program/course.

Students will be better prepared to meet the demands and challenges of academics at the high school. Students will also have more awareness of the supports available to them at New Milford High School and in the greater New Milford community. Finally, students will graduate from New Milford High School better prepared for success beyond high school as they will have a plan that is based on aspirations as well as current labor market trends/work force development needs. Finally, students will have a better sense of/will have developed more refined employability skills.

- B. Will it have impact on other students, if so how?

There is no projected impact on other students. This is an elective course that would replace one of the half-year electives already taken by students in 9th grade.

- C. How will it affect students currently being served or who may be caught in a transition process (if applicable)?

Currently, most 9th grade students take 2 half-year electives. This course proposal would mean that students would take 1 half-year elective in an area of choice

- D. What is the impact of this proposal on staffing?

Ideally this proposal would result in adding 3.0 FTE positions to the high school. The goal is to have all 9th graders take this course in the fall semester. The teaching load for each of these 3.0 FTE positions would be balanced in the Spring semester by supervision of work based learning experiences for all 12th grade students. This plan would book end a student's time at NMHS with important and relevant career connected learning experiences designed to support their growth and development as well as the achievement of their personal career goals.

The idea above is the ideal, but if approved without the FTE positions, we would look to offer a pilot of this course to a select number of students, based on the recommendation of teaching, counseling, and administrative staff at the middle school. This would have no impact on staffing; however, class sizes for other electives could increase slightly as we would have to collapse some sections of courses currently running to be able to add these sections.

- E. Are there scheduling implications associated with this proposal? If yes, detail those implications.

There are no special scheduling implications.

- F. Are there space implications associated with the program/course?

There are no special spaces needed for this course.

- G. How might this impact other programs? (For example: Is a new elective likely to affect enrollment in other departments?)

This elective may impact enrollment in elective courses typically taken by students in the 9th grade. On the flip side, this elective will introduce students to courses and pathways of courses at NMHS and will hopefully lead to an increase in enrollment in elective courses after the 9th grade year.

4. What resources are required for the program?

A. Is there a need for new technology? If so, please explain.

No

B. What current materials will need replacement?

None

C. Are there staffing needs required because of the resources?

Ideally this proposal would result in adding 3.0 FTE positions to the high school. The goal is to have all 9th graders take this course in the fall semester. The teaching load for each of these 3.0 FTE positions would be balanced in the Spring semester by supervision of work based learning experiences for all 12th grade students. This plan would book end a student's time at NMHS with important and relevant career connected learning experiences designed to support their growth and development as well as the achievement of their personal career goals.

The idea above is the ideal, but if approved without the FTE positions, we would look to offer a pilot of this course to a select number of students, based on the recommendation of teaching, counseling, and administrative staff at the middle school. This would have no impact on staffing; however, class sizes for other electives could increase slightly as we would have to collapse some sections of courses currently running to be able to add these sections.

D. Would there be specific needs for materials for SPED or ELL?

No.

E. Is specialized training required for staff?

None known at this time.

5. Who will be involved in curriculum writing and when does one envision it will occur?

Curriculum writing will occur once the course is BOE approved. A member of the Business/Vocational staff at the high school will be writing the curriculum.

6. Develop a projected budget of impact costs for three years and show below.

Description	Year 1	Year 2	Year 3	Total
Cost of Texts	0	0	0	0
Supplies	0	0	0	0
Professional Development	0			
Curriculum Writing	745.00	0	0	745.00
Staffing	0	3 FTE (ideally)	3FTE (ideally)	3 FTE (ideally)
Other (identify)	0	0	0	0
Total	745	Unknown	Unknown	Unknown

Additional explanation of budget impact (if needed):

FOR FIRST REVIEW

COMMENTARY: This policy is not legally mandated and can be deleted since the District has an established budgetary process and the Superintendent has the authority to direct District staff in connection with that process.

3321

Business/Non-Instructional Operations

Requesting Goods and Services (Requisitions)

Requisitions for budgeted items shall originate from the personnel directly responsible for their use. The Superintendent of Schools or designee shall arrange appropriate administrative review channels in which all requisitions will be examined and approved prior to purchase.

The Superintendent or designee shall receive and process requisitions in a manner most beneficial to the overall purposes of the school.

Policy adopted: June 11, 2002
Policy revised: June 10, 2008
Policy reviewed: February 25, 2014

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FOR FIRST REVIEW

COMMENTARY: This document is listed as a regulation rather than a policy although it takes the form of a policy so the designation as a regulation may be incorrect. In any event, whether as a policy or regulation the document is not legally mandated. The Board may want to consider adopting the document as a policy with the suggested changes below simply as a useful reminder that all contracts that the District enters into with other entities must comply with legal requirements.

The suggested revisions in the first section are for clarity. In the second section, the reference to affirmative action contracting obligations has been replaced by a Non-Discrimination section. This change is recommended because Connecticut General Statutes § 4a-60 and 4a-60a only directly apply to “municipal works projects” and the Board ordinarily would not enter into such contracts since items like school construction and remediation projects are typically governed by school construction committees which are deemed town rather than board of education bodies. The added section on Non-Discrimination achieves the same objective and reflects state and federal non-discrimination statutes.

3324.1(a)

Business/Non-Instructional Operations

Contracts

All contracts between the district and outside ~~agencies~~ **parties including private entities, non-profit organizations and governmental bodies and organizations** shall conform to prescribed standards as required by law.

All contracts between the district and outside ~~agencies~~ **parties** shall be prepared under the supervision of the Superintendent or designee, and where appropriate, be reviewed by the legal adviser to the district.

~~Affirmative Action~~

Non-Discrimination

The District shall not contract with any vendor that it knows or has reason to believe discriminates against any person on account of such person’s religion, national origin, alienage, color, race, sex, gender identity or expression, sexual orientation, blindness, mental disability, physical disability or status as a veteran.

~~The school district shall require contractors to agree and warrant that they will not unlawfully discriminate on the basis of race, color, national origin, ancestry, sex, marital status, age, disability, religion, sexual orientation, gender identity or expression, veteran status, or genetic information either in employment practices or in the provision of benefits or services to students or employees.~~

Business/Non-Instructional Operations

Contracts

Legal Reference: Title VII, Civil Rights Act, 42 U.S.C. 2000e et seq. as amended by Title IX, Equal Employment Opportunity Act

Title IX of the Education Amendments of 1972; 42 U.S.C. 1134n et seq. (Higher Education Act)

Connecticut General Statutes

~~4a-60 Nondiscrimination and affirmative action provisions in contracts of the state and political subdivisions other than municipalities~~

~~4a-60a Contracts of the state and political subdivisions, other than municipalities, to contain provisions re nondiscrimination on the basis of sexual orientation~~

Regulation approved: June 11, 2002
Regulation revised: June 10, 2008
Regulation revised: February 25, 2014

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

FOR FIRST REVIEW

COMMENTARY: This policy is not legally mandated however the Board may wish to maintain such policy to clearly define the District's internal monthly budget reporting process. If the Board wishes to change its internal accounting/reporting practices it could do so via changes to the policy.

3432
3433

Business/Non-Instructional Operations

Budget & Expense Report/Annual Financial Statement

The Superintendent of Schools shall submit to the Board of Education a monthly report of disbursements and budget balances at the regular meeting each month, and shall submit an annual report covering the preceding school year.

Legal Reference: Connecticut General Statutes

 10-222 Appropriations and budget.

Policy adopted: June 11, 2002
Policy reviewed: June 10, 2008
Policy reviewed: February 25, 2014

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

**New Milford Board of Education
Policy Sub-Committee Meeting Minutes
February 1, 2022
Sarah Noble Intermediate School Library Media Center**

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TOWN CLERK
2022 FEB - 3 A 9 11

NEW MILFORD, CT

Present:	Mrs. Olga I. Rella, Chairperson Mrs. Tammy McInerney Mr. Keith A. Swanhall Jr. Mr. Brian McCauley, Alternate
Absent:	Mrs. Leslie Sarich
Also Present:	Ms. Alisha DiCorpo, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mr. Raymond Manka, New Milford High School Principal

1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mrs. Rella. Mr. McCauley was seated as an alternate in the absence of Mrs. Sarich.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Policies/Regulations for First Review: 1. 3321 Requesting Goods and Services (Requisitions) • Ms. DiCorpo referenced the legal commentary which recommends deleting this policy since it is not legally mandated and the district already has an established budgetary process that the Superintendent directs. • Mrs. McInerney agreed that it should be deleted.	Discussion and Possible Action A. Policies/Regulations for First Review: 1. 3321 Requesting Goods and Services (Requisitions) 2. 3324.1 Contracts - Regulation 3. 3432/3433 Budget & Expense Report/Annual Financial Statement

	<ul style="list-style-type: none">• Mr. Giovannone said he also agrees and that the Munis accounting system provides built in approval steps.• Mrs. Rella agreed that checks and balances are already in place. <p>2. 3324.1 Contracts - Regulation</p> <ul style="list-style-type: none">• Ms. DiCorpo said this is a regulation and is not legally mandated. Legal recommends that if the Board chooses to keep it, it be changed to a policy and suggests revisions for clarity and the addition of a non-discrimination section.• The committee was in agreement with these suggestions. <p>3. 3432/3433 Budget & Expense Report/Annual Financial Statement</p> <ul style="list-style-type: none">• Ms. DiCorpo said this policy is not legally mandated but does clearly define the district's internal monthly reporting process.• Mrs. McNerney asked why two policy numbers are referenced and asked if it can be changed to just one.• Ms. DiCorpo said it may go back to when it was originally adopted but she is not sure. She will check with legal.• Mr. Giovannone noted that the Board actually goes beyond what the policy requires, since statements are also shared at the Operations subcommittee.• Ms. DiCorpo said that could be added if the Board wishes.• Mrs. McNerney agreed, saying if we do it, we should reference it, but she said sometimes the subcommittees are canceled. She suggested they discuss it when it is reviewed in front of the full Board. <p>Mrs. Rella moved to bring policies 3321, 3324.1, and 3432/3433 to the full Board for first review.</p>	
		<p>Motion made and passed unanimously to bring policies 3321,</p>

	<p>Motion seconded by Mr. McCauley.</p> <p>Motion passed unanimously.</p>	<p>3324.1, and 3432/3433 to the full Board for first review.</p>
4.	<p>Discussion</p> <p>A. Policy for Review:</p> <p>1. 5132 Dress and Grooming</p> <ul style="list-style-type: none"> • Mrs. Rella said this was discussed at the last meeting, with suggestions that the policy should be revised to be more inclusive and more generic. • Mrs. McNerney agreed, noting the gender specific terminology to such items as blouses. She also feels it is outdated. She would like to see an advisory committee that includes teachers and students set up to discuss it. • Ms. DiCorpo said follow up was requested at the last meeting. Ms. Hollander reviewed other area district policies and gathered administrative information. • Ms. Hollander said they surveyed DRG dress code policies and our current policy is very much aligned with them in general. • Mr. Manka said several districts currently have school based committees reviewing dress code. He said there are daily challenges in implementing the policy consistently. Mask compliance has led to leniency in other areas. As a staff, they are working on reinforcement. • Mrs. Rella said consistency in implementation is key. • Mrs. McNerney said she thinks an advisory committee is important. She also suggested that sending non-compliant students home cuts into instructional time. • Mr. Manka agreed and said it might be good to add a reference to restorative practices as well, since they are doing so much work in that area. 	<p>Discussion</p> <p>A. Policy for Review:</p> <p>1. 5132 Dress and Grooming</p>

**New Milford Board of Education
Policy Sub-Committee Meeting Minutes
February 1, 2022
Sarah Noble Intermediate School Library Media Center**

Page 4

	<ul style="list-style-type: none">• Mr. McCauley said he finds the policy language vague and thinks it needs to be more specific.• Mr. Swanhall said he has issues with the graphic t-shirts.• Mrs. Rella said she has issues with hoodies too.• Ms. DiCorpo suggested that Ms. Hollander and Mr. Manka do more outreach to other districts who are currently reviewing to see what their processes are. They can bring that information back to the committee next month to inform further discussion before any action is considered by the full Board.• Ms. DiCorpo said she will also ask legal for the specifics of the legal references cited.	
5.	Public Comment <ul style="list-style-type: none">• There was none.	Public Comment
6.	Adjourn <p>Mrs. McInerney moved to adjourn the meeting at 7:12 p.m. seconded by Mr. McCauley and passed unanimously.</p>	Adjourn <p>Motion made and passed unanimously to adjourn the meeting at 7:12 p.m.</p>

Respectfully submitted:



Olga I. Rella, Chairperson
Policy Sub-Committee

**New Milford Board of Education
Committee on Learning Meeting Minutes
February 1, 2022
Sarah Noble Intermediate School Library Media Center**

Present:	Mrs. Tammy McInerney, Chairperson Mr. Brian McCauley Mr. Keith A. Swanhall Jr. Mrs. Olga I. Rella, Alternate
Absent:	Mrs. Leslie Sarich
Also Present:	Ms. Alisha DiCorpo, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Mr. Jason O'Connor, Executive Director, New Milford Youth Agency Mr. Raymond Manka, New Milford High School Principal Ms. Megan Dwyer, New Milford High School Assistant Principal Ms. Gavriela Ziu-Pires, Math Coordinator

1.	Call to Order The meeting of the New Milford Board of Education Committee on Learning was called to order at 7:30 p.m. by Mrs. McInerney. Mrs. Rella was seated as an alternate in the absence of Mrs. Sarich.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Attitudes and Behaviors Survey <ul style="list-style-type: none"> • Ms. Hollander said this survey was discussed last meeting. Since then, she and Mr. O'Connor have been mapping out the process of implementing the survey and communicating about it ahead of time. Implementation is planned for the week of March 15. • Mrs. McInerney asked what grades will take the survey. Mr. O'Connor said grades 8, 10 and 12, which is the same as the previous times the survey has been given. This survey also includes vaping questions. • Mrs. McInerney asked if parents can review it ahead of time. Mr. O'Connor said they will be 	Discussion and Possible Action A. Attitudes and Behaviors Survey <div style="text-align: right;"> <p>RECEIVED TOWN CLERK 2022 FEB -3 A 9 18 NEW MILFORD, CT</p> </div>

	<p>able to if they wish. There is also an opt out option but Mr. O'Connor said he hopes most will not use it because the data is very valuable in informing future programming.</p> <ul style="list-style-type: none"> • Mrs. McInerney asked how long the survey is and when it will be given within the week. Mr. O'Connor said it is scheduled for 45 minutes total. They are collaborating with each school to see how best it fits their schedule. • Ms. DiCorpo said she has shared the previous process with Ms. Hollander to inform the planning. • Ms. DiCorpo said a question had been asked at the last meeting regarding cost. Ms. Hollander said it is approximately \$2,500 total to be split between the two organizations. The exact cost is dependent on the number of participants. <p>Mr. McCauley moved to bring the Attitudes and Behaviors Survey to the full Board for approval.</p> <p>Motion seconded by Mrs. Rella.</p> <p>Motion passed unanimously.</p> <p>B. New Course Proposal</p> <p>1. Freshman Seminar for CTE Pathways</p> <ul style="list-style-type: none"> • Ms. Hollander said this topic was discussed last meeting. She said they are very excited about the great work done to establish pathways. This course will be a half-year elective pilot for freshman exploration. The plan is to work backwards into the middle school eventually as well to start a sister course there. • Mr. Swanhall asked for a brief overview of the course since he was not on the committee when it was discussed previously. • Mr. Manka said it will be a freshman level seminar to introduce essential skills work around the transition from middle school to high school and to explore the clusters offered in the Program of Studies and what career paths they might lead to. The goal is for students to 	<p>Motion made and passed unanimously to bring the Attitudes and Behaviors Survey to the full Board for approval.</p> <p>B. New Course Proposal</p> <p>1. Freshman Seminar for CTE Pathways</p>
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	<p>explore various areas and see work in action both in school and through field trips.</p> <ul style="list-style-type: none"> • Mrs. Rella said she loves the idea and feels we lack opportunities in the district for hands-on learners. • Ms. DiCorpo said this originated with the SDE and labor statistics regarding the future of the economy. They had begun work to set up shared internship experiences in the community prior to the pandemic. Now they are looking to reinvigorate that work. It is intended for all students long term to explore existing pathways and provide opportunities for cross content over their high school career to get where they want to be. • Mrs. Rella said she would like to see the high school offer more certifications of a practical nature. • Ms. DiCorpo said these are good conversations to have in relation to strategic planning and budgeting. <p>Mrs. Rella moved to bring the New Course Proposal: Freshman Seminar for CTE Pathways to the full Board for approval.</p> <p>Motion seconded by Mr. Swanhall.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the New Course Proposal: Freshman Seminar for CTE Pathways to the full Board for approval.</p>
4.	<p>Item for Information and Discussion</p> <p>A. NWEA at NMHS</p> <ul style="list-style-type: none"> • Ms. Hollander said they are looking to add a common assessment to help beyond K-8 that aligns with what we currently have and continues vertically into the high school. This will provide another piece of data driven information to inform instruction and common conversation among teachers. • Ms. Zui-Pires said it will guide differentiation and practice as well. Going forward, the 	<p>Item for Information and Discussion</p> <p>A. NWEA and NMHS</p>

	<p>multiple testing during the year will provide three snapshots of data points annually.</p> <ul style="list-style-type: none"> • Mrs. McInerney asked if this assessment will be for grades 9 and 10. • Ms. DiCorpo said it will be administered to on-level math students in those grades. • Mr. Manka said the testing opened last week and will close on February 11. There will be another assessment in the spring. • Ms. DiCorpo said the assessment is not just about the instruction and any needed interventions, it is also about curriculum alignment and making sure freshmen are correctly placed in the right course. It will inform the math trajectory going forward by providing data to help map courses and make future decisions about curriculum. • Ms. DiCorpo said the math scores presented at budget show work is needed. She wants the Board to know that the data shows tremendous growth already this year since that data point. • Mrs. Rella asked if adding the assessment impacts budget. Ms. DiCorpo said it is captured in the DOI budget. 	
5.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	<p>Public Comment</p>
6.	<p>Adjourn</p> <p>Mrs. Rella moved to adjourn the meeting at 8:12 p.m. seconded by Mr. McCauley and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:12 p.m.</p>

Respectfully submitted:



Tammy McInerney, Chairperson
 Committee on Learning

**New Milford Board of Education
Facilities Sub-Committee Minutes
February 8, 2022
Sarah Noble Intermediate School Library Media Center**

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TOWN CLERK
MHP

2022 FEB 10 A 8:34

NEW MILFORD, CT

Present:	Mr. Brian McCauley, Chairperson Mr. Eric Hansell Mr. Pete Helmus Mrs. Wendy Faulenbach, Ex Officio
Absent:	Mr. Tom O'Brien
Also Present:	Ms. Alisha DiCorpo, Superintendent Mr. Matthew Cunningham, Facilities Director Mr. Anthony Giovannone, Director of Operations and Fiscal Services Ms. Holly Hollander, Assistant Superintendent

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. McCauley. Mrs. Faulenbach was seated in the absence of Mr. O'Brien.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Items for Information and Discussion A. NMHS Roof Project Update • Mr. Cunningham said they discovered a second safety issue when they investigated a leak in the theatre. A pipe had fallen from the roof and was not reported. As a result, he recommended to Ms. DiCorpo that work cease until safety protocols could be addressed and parameters set for future work in the building. • Ms. DiCorpo said she agreed to the stop and stated that work should continue in unoccupied areas only going forward.	Items for Information and Discussion A. NMHS Roof Project Update

Sarah Noble Intermediate School Library Media Center

	<ul style="list-style-type: none">• The Municipal Building Committee met last Thursday and requested a safety plan.• Ms. DiCorpo said she heard from Jack Healy this afternoon that they are in receipt of the plan. He said the plan included suggestions moving forward to allow work in occupied sections of the building with a safety fire watch. Ms. DiCorpo told Mr. Healy she was not amenable to that suggestion.• Mr. Hansell asked about the root cause of the problem and if the contractor is operating outside of the norm. Mr. Cunningham said he was surprised by the negligence especially for such a large project.• Mrs. Faulenbach said she would like to see the MBC minutes and information about the safety protocols brought to the full Board.• Ms. DiCorpo asked for clarification as to whether it was acceptable to review protocols and proceed and then report actions to the Board following.• Mrs. Faulenbach said that was fine, she just wants follow up to the Board after.• Mr. Helmus said he was concerned about the lack of ownership of the problem, since it was not reported directly but discovered internally the next day. The company needs to show competence. He needs confidence that this won't happen again.• Ms. DiCorpo said they had requested a review of the safety plan when received as well as a requested two week look ahead document.• Mr. Hansell said he would like to see what the contract says about issues such as these that arise.• Ms. DiCorpo said the contract is with the Town through the MBC. They will bring that question to them.	
B. Woodshop HVAC Update	<ul style="list-style-type: none">• Mr. Cunningham said this code compliance issue was revealed due to the roof fire and there	B. Woodshop HVAC Update

	<p>is a proposal for data gathering in the Board packet.</p> <ul style="list-style-type: none">• Mrs. Faulenbach said she is struggling with the nature of the code complaint since a certificate of occupancy was signed off on twenty years ago by licensed inspectors. She asked if modifications have been made since then.• Mr. Cunningham said he has drawings “as built” for a paint booth that mirror what is currently there. No alterations have been made to the shop as originally designed. He said the mechanical code has not changed either. Mr. Cunningham estimated that changes could cost well over \$100,000 above the \$50,000 already proposed for planning.• Mr. Hansell asked if there would be anything different for a wood shop versus a paint shop. Mr. Cunningham said the duct work scope is the same.• Mr. Helmus asked if it has been a wood shop since day one. Mr. Cunningham said it has. Mr. Cunningham said he would continue to do additional research into the project manual and certificate of occupancy.• Mrs. Faulenbach said this is a lot of money and she questioned where the responsibility lies since licensed agents signed off on the certificate of occupancy. She would hope that the Board can work with the Town on this since Town agents are involved and work to find a collaborative solution for funding.• Ms. DiCorpo said they are looking into CIRMA to see if insurance will factor in since the certificate of occupancy may have been issued in error if code was not met.• Mr. Helmus said it will be critical to find out what went wrong so that there is not another problem in the future.	
C. School Based Health Centers Update		C. School Based Health Centers Update

Sarah Noble Intermediate School Library Media Center

	<ul style="list-style-type: none">• Mr. Cunningham said these centers are funded through ESSER. He met with Melanie Bonjour regarding Phase 1 at SMS and NES. There will be a walkthrough Thursday with Dean Petrucelli to review the proposed program spaces. The behavioral health set up for SMS and NMHS is ready for occupancy.	
D. SNIS Oil Tank Update	<ul style="list-style-type: none">• Mr. Cunningham said he spoke to the State again regarding the grant request and they are now looking for confirmation of the local funding source. He and Mr. Giovannone have reached out to the Town for the specifics requested that will then need to be entered into the State portal.• Mrs. Faulenbach asked if the grant reimbursement will go to the Town and Mr. Giovannone said it will. It was tied to a motion on the Town side as part of a larger appropriation and MBC oversees the project.	D. SNIS Oil Tank Update
E. NV5/ESG Update	<ul style="list-style-type: none">• Mr. Cunningham said this project is moving along. They are retrofitting lights in the schools now. There was some concern about the state in which classrooms were being left following work and they are now receiving daily reports by room as follow up. He also included submittals for solar panels at HPS and SNIS as information for the Board.• Mr. Hansell asked if there would be a security/safety barrier around the equipment. Mr. Cunningham said most will be based on the roof or in the electrical room.• Mr. Hansell said he was aware that solar can intensify any fires and he asked if the effect on insurance rates has been checked.• Ms. DiCorpo said they had asked CIRMA to review and the Town should have that answer.	E. NV5/ESG Update

<p>F.</p>	<p>NMHS Scoreboard</p> <ul style="list-style-type: none"> Mr. Cunningham said the replacement parts for the high school scoreboard are expected to arrive next week. <p>G. NMHS Alarm System Upgrades</p> <ul style="list-style-type: none"> Mr. Cunningham said Siemens completed the replacement of the faulty High School theatre smoke detectors. They were integrated into our fire panel and the alarm system is operating properly. <p>H. Emergency Management Plan</p> <ul style="list-style-type: none"> Ms. DiCorpo said Mr. Cunningham has been serving in the capacity as the District Emergency Management Coordinator and it is part of his job description. This memo just memorializes that and officially adds the title for interactions with others in the State and Town. <p>I. State of CT Security Grant Proposal</p> <ul style="list-style-type: none"> Mr. Cunningham said he spoke to the State prior to the holidays and confirmed that the Maxx would be included in the request. He has no update since then. Mrs. Faulenbach asked if anything could come off the capital plan if the grant is received. Ms. DiCorpo said no, requested grant items are not on the capital plan. If the grant is not received, the capital plan may need to be adjusted. On a positive note, it is a matching grant, so there is some internal funding set aside. 	<p>F. NMHS Scoreboard</p> <p>G. NMHS Alarm System Upgrades</p> <p>H. Emergency Management Plan</p> <p>I. State of CT Security Grant Proposal</p>
<p>4.</p>	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	<p>Public Comment</p>

**New Milford Board of Education
Facilities Sub-Committee Minutes
February 8, 2022
Sarah Noble Intermediate School Library Media Center**

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5.	Adjourn Mr. Helmus moved to adjourn the meeting at 7:34 p.m., seconded by Mr. Hansell and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:34 p.m.
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Respectfully submitted:



Brian McCauley, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Minutes
February 8, 2022
Sarah Noble Intermediate School Library Media Center**

RECEIVED
TOWN CLERK
2022 FEB 10 A 8:34

NEW MILFORD, CT

Present:	Mrs. Wendy Faulenbach, Chairperson Mr. Eric Hansell Mr. Pete Helmus Mr. Brian McCauley, Alternate
Absent:	Mr. Tom O'Brien
Also Present:	Ms. Alisha DiCorpo, Superintendent Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Matthew Cunningham, Facilities Director Ms. Holly Hollander, Assistant Superintendent

1.	Call to Order The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:34 p.m. by Mrs. Faulenbach. Mr. McCauley was seated in the absence of Mr. O'Brien.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence <ul style="list-style-type: none"> Mr. McCauley asked if there were any coaches outstanding. Ms. DiCorpo said she would check. She had asked Mr. Lipinsky to provide them as a group and winter is all set. She will ask him where he is with the spring list. <p>Mr. Helmus moved to bring Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>Motion seconded by Mr. Hansell.</p>	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence <p>Motion made and passed unanimously to bring Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of</p>

	<p>Motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated January 31, 2022 2. Purchase Resolution D-755 3. Request for Budget Transfers <ul style="list-style-type: none"> • Mr. Giovannone said he compared this year's budget position of 94.15% with last year's which was 93.65% at this time; they are pretty much in line. • Mr. Giovannone referenced the legal line 53010 which is showing overdrawn. He said they will be doing some journal entry based on backup received from legal, and debiting the COVID account \$21,500 for legal related services. A transfer will still be needed eventually but it will be less that amount. • Ms. DiCorpo said they were mindful of this for next year's budget as well. • Mr. Giovannone noted the asterisk next to the capital reserve totals and said that should be gone next month as the final audit has been approved and will be processed by the Town. • Mr. Helmus asked about the transportation line, the spend rate, and ongoing conversations. • Mr. Giovannone said the \$276,534 listed is projected end of year balance for this line. • Mrs. Faulenbach said they have reached out to All Star and will be coming back in the spring to discuss details on the additional contractual favorability. • Ms. DiCorpo said they will begin to narrow down other lines after the April break to tease out projected balances. <p>Mr. McCauley moved to bring Monthly Reports: Budget Position dated January 31 2022, Purchase Resolution D-755 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mr. Hansell.</p>	<p>Absence to the full Board for approval.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated January 31, 2022 2. Purchase Resolution D-755 3. Request for Budget Transfers <p>Motion made and passed unanimously to bring Monthly Reports: Budget Position dated January 31, 2022, Purchase Resolution D-755 and Request for</p>
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	<p>Motion passed unanimously.</p> <p>C. Woodshop HVAC Update</p> <ul style="list-style-type: none"> • Mr. Hansell noted that this topic had already been discussed at Facilities with the same memo. He asked why it is presented here as well. • Mrs. Faulenbach said Operations covers the financial component of the discussion. She said there are still many pieces to be researched and suggested that if it goes to the Board it be presented for discussion only. • Mr. Helmus said he thinks there are still too many open questions right now to move it forward to the full Board. • Mrs. Faulenbach asked if there is urgency to the request. • Mr. Cunningham said no, since realistically any proposed changes won't be complete until next school year at the earliest. • Mr. McCauley asked about the status of classes that use the shop. • Ms. DiCorpo said two classes had been moved to a Personal Finance course briefly while they worked out how to move forward with the class. They are all set now. Projects Unlimited has been a little more difficult in working with the curriculum. Project kits have been ordered and virtual and in person field trips are under discussion to supplement. She said she requested that Ms. Hollander speak to Cathy Awaad of the Northwest Regional Workforce Investment Board to discuss field trips and other possible supports. • Mr. Helmus asked if prospective students are aware that the program will be running a little differently for the short term into next year. • Ms. DiCorpo said she believes student interest will be there regardless. 	<p>Budget Transfers to the full Board for approval.</p> <p>C. Woodshop HVAC Update</p>
4.	Item of Information	Item of Information

A.	Town of New Milford Audit Report dated June 30, 2021 <ul style="list-style-type: none"> • Mrs. Faulenbach said this was a very good audit and she congratulated Mr. Giovannone and his staff and the Town Finance department as well. • Mr. Giovannone said the key points are captured in the provided memo and end of year balance requests were already made and approved in June 2021, pending this final audit. • Mrs. Faulenbach said that it is very helpful to the overall process to have this action already taken care of. She would love to see the same process used in the future. She is very happy to see the funds returning to capital reserve since its balance is historically low right now. • Mr. Giovannone said his only caveat is that this large balance should not be anticipated in the future; it is a function of the COVID environment. • Mrs. Faulenbach noted that the Town has a similar large balance to reinvest into the community. 	A. Town of New Milford Audit Report dated June 30, 2021
5.	Public Comment <ul style="list-style-type: none"> • There was none. 	Public Comment
6.	Adjourn Mr. Hansell moved to adjourn the meeting at 7:52 p.m. seconded by Mr. McCauley and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:52 p.m.

Respectfully submitted:



Wendy Faulenbach, Chairperson
Operations Sub-Committee