

**New Milford Board of Education
 Special Meeting Minutes
 November 18, 2014
 Sarah Noble Intermediate School Library Media Center**

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 NEW MILFORD, CT

Present:	Mrs. Daniele Shook, Chairperson Mrs. Angela C. Chastain Mr. Robert Coppola Mrs. Wendy Faulenbach Mr. David A. Lawson Mr. Dave Littlefield Mr. David R. Shaffer Mr. John W. Spatola
Absent:	Mrs. Theresa Volinski

Also Present:	Dr. JeanAnn Paddyfote, Superintendent of Schools Mr. Joshua Smith, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Jay Hubelbank, Director of Fiscal Services and Operations Mrs. Laura Olson, Director of Pupil Personnel and Special Services Ms. Roberta Pratt, Director of Technology Mr. Greg Shugrue, Principal, New Milford High School Mrs. Dana Ford, Principal, Schaghticoke Middle School Dr. Len Tomasello, Principal, Hill & Plain Elementary School Mrs. Susan Murray, Principal, Northville Elementary School Mr. Eric Vazquez, Student Representative
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1.	Call to Order A. Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 7:30 p.m. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Recognition A. Commended Students -2015 National Merit Program: NMHS students Serina Ahmed, Kevin Bun, Marta Gryb, Abigail Hambidge and Zachary Polley <ul style="list-style-type: none"> • Dr. Paddyfote noted these students were commended under the National Merit Scholarship program and of the 1.5 million students who took the PSAT, these scored in the top 3%. • Mr. Shugrue said these students represented the best of the best. 	Recognition A. Commended Students -2015 National Merit Program: NMHS students Serina Ahmed, Kevin Bun, Marta Gryb, Abigail Hambidge and Zachary Polley

	<p>B. Publication of Dissertation, <i>Holographic Mind: Thinking the Future</i> – Dr. Eileen Cooper</p> <ul style="list-style-type: none"> • Dr. Paddyfote recognized Dr. Cooper for the publication of her dissertation. • Dr. Cooper said the dissertation took her 15 years to write and was based on her 40 years of watching students take things apart and rebuild them. She also thanked the Board of Education for supporting the Talented and Gifted (TAG) program. <p>C. NMPS Retiree: Mrs. Karen Kovacs</p> <ul style="list-style-type: none"> • Mrs. Kovacs is retiring after 30 years in the district. She was not present at the meeting, however Dr. Paddyfote wanted to publicly recognize her many years of work as a paraeducator at Northville Elementary School. <p>The meeting recessed at 7:37 p.m. for a brief reception and reconvened at 7:47 p.m.</p>	<p>B. Publication of Dissertation, <i>Holographic Mind: Thinking the Future</i> – Dr. Eileen Cooper</p> <p>C. NMPS Retiree: Mrs. Karen Kovacs</p>
<p>3.</p>	<p>Public Comment</p> <ul style="list-style-type: none"> • Suzanne Metz, a New Milford resident with a student in second and fifth grade, said the timeframe for the transition seems to rushed and wondered if the sixth graders would continue to have recess. • Anne Marie Sarbello handed out a list of activities that needed to be completed before this transition and noted several items on the list had no one assigned to them nor were started. She said staff members felt as if they could not speak up and offer suggestions. She asked the Board not to give students or parents a false sense of security. She noted the discussion about closing the school took ten years but less than one year for the transition was being allowed and asked what the rush was. • Mike Bontempo, a New Milford resident, asked about physical education and why the questions were not being answered. He asked 	<p>Public Comment</p>

	<p>how this transition plan would be educationally sound.</p> <ul style="list-style-type: none"> • Julie Learson, a New Milford resident, said she disagrees with the transition and asked that it be slowed down. She suggested focus groups of parents and that a smooth transition be created for students and staff. • Kathy Flynn, a New Milford resident, asked that a letter written by Kathy Dunlap be entered into the minutes. She wondered how the public could ask questions and get answers since this format did not allow that. • Rorie Doty, a New Milford resident, is a parent of a fifth grader. She noted that at a Facilities Committee meeting the Northville parking lot restructuring was discussed where Mr. Calhoun said the parking was not designed for its current use and yet the school will be part of the transition. She thought it would be best to include these issues and other expenses in the budget year. She also noted that Schaghticoke's enrollment will increase by 50% and asked about lunches, gym, music etc. • Gina Bubbico, a New Milford resident, said she has been coming to these meetings and asked why no one was answering these questions. She asked the Board for honesty in this transition. 	
<p>6.</p>	<p>Student Representatives' Report</p> <p>Mrs. Shook moved the student representatives' report up on the agenda so that Mr. Vazquez could leave if he wished.</p> <ul style="list-style-type: none"> • Winter sports information meeting was held November 12th. • November 13th was the FBLA sponsored basketball game between NMHS teachers and New Milford police. • The Dramatics Club held two showings of "The Worst High School Play in the World". • This week, Monday through Wednesday, has been early dismissal for parent teacher conferences. • A workshop will be held this Thursday at 	<p>Student Representatives' Report</p>

	<p>7:00 p.m. regarding special education and 504 services.</p> <ul style="list-style-type: none"> • On Friday, the Spanish Honor Society will hold the annual NMHS Talent Show beginning at 7:00 p.m. in the Theatre. • December 1st is the fall sports awards program. • December 2nd is the NAMES program for sophomores to help prevent bullying. • December 4th is the date for evening conferences for NMHS. 	
<p>4.</p>	<p>Presentation: Mrs. Rebecca Auger, Planner for Milone and MacBroom, Inc., will present “Pettibone Consolidation Redistricting Review”</p> <ul style="list-style-type: none"> • Mrs. Auger introduced Tim Baird who would be assisting with the presentation. Their report included updated enrollment projections, reconfiguration and consolidation proposals, and revised elementary boundaries and reconfiguration analysis. • Mrs. Auger noted that the projection enrollments that Milone and MacBroom used were off by only 0.59% for this year which suggests the model is working. • She noted that the projections call for a 20% decrease in student enrollment over this 10 year period. • The highest year of migration into town was 2004-05; since then there has been a decline. • Even if the conditions would replicate the 2004-05 levels, total enrollment would still not reach today’s level over next decade. • Pre K-2 elementary grade projections are expected to decrease 13.5% in five years. • Grades 3-5 intermediate projections will decrease 24% over the next five years. • Grades 6-8 middle school projections will increase slightly for 2015-16 but will decline after that for the next four years. • Currently the elementary, intermediate and middle schools are at 50-75% utilization. • The existing district lines were explored for alternatives and the refined scenario B has the 	<p>Presentation: Mrs. Rebecca Auger, Planner for Milone and MacBroom, Inc., will present “Pettibone Consolidation Redistricting Review”</p>

	<p>entirety of Hill & Plain district remaining at Hill & Plain, the entirety of Northville remaining at Northville; the split will occur in the downtown area along the river.</p> <ul style="list-style-type: none">• The Hill & Plain projected classroom realignment allows for one Headstart classroom, 7 Pre-K and special education classrooms, 21 Grades K-2 classrooms, 5 staff/specials classrooms, 3 reading and other district-wide programming classrooms, and one full size unspecified classroom.• The Northville projected classroom realignment allows for one Headstart classroom, 7 Pre-K and special education classrooms, 19 Grades K-2 classrooms, 5 staff/specials classrooms, 3 reading and other district-wide programming classrooms, and 3 full size unspecified classrooms.• The Sarah Noble projected classroom alignment allows for 43 Grades 3-5 classrooms, 12 special education classrooms, 7 staff/specials classrooms, 5 reading and other district-wide programming classrooms, and 4 full size unspecified classrooms.• Schaghticoke will be the most full in the next school year but will begin to decline in enrollment over the next few years. The projected classroom alignment allows for 12 special education classrooms, 5 World Languages classrooms, 15 6th grade classrooms, 12 7th grade classrooms, 13 8th grade classrooms, 14 staff/specialist classrooms, and 1 full size unspecified classroom.• Mr. Shaffer noted that the state may mandate Pre-K and wondered if this plan allowed room for that.• Mr. Lawson said the state has been talking about universal Pre-K which would be a mandate.• Mrs. Auger said Milone & MacBroom did not study this but suggested there would be room in the elementary schools to accommodate.• Mr. Lawson asked what economic activity was	
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	considered and Mrs. Auger said it was housing starts and sales and births.	
5.	PTO Report There was none.	PTO Report
7.	Approval of Minutes A. Approval of the following Board of Education Meeting Minutes 1. Regular Meeting Minutes October 14, 2014 Mr. Lawson moved to approve the regular meeting minutes of October 14, 2014, seconded by Mrs. Faulenbach and passed unanimously.	Approval of Minutes A. Approval of the following Board of Education Meeting Minutes 1. Regular Meeting Minutes October 14, 2014 Motion made and passed unanimously to approve the regular meeting minutes of October 14, 2014.
8.	Superintendent's Report <ul style="list-style-type: none"> • Dr. Paddyfote said she will be presenting a modified proposed calendar for the next school year based on a regional calendar and also on contractual modifications. She noted that the regional calendar will allow some flexibility for next year. The following year the region will start with a consistent start date, regional professional development days, and consistent winter and spring recess. These changes would extend the end of the school year by approximately five days. Thanksgiving break will start next Wednesday at close of school. 	Superintendent's Report
9.	Board Chairman's Report <ul style="list-style-type: none"> • Mrs. Shook said the Board will vote on the redistricting lines as proposed by Milone & MacBroom at the next regular Board meeting. • There will be a Board Workshop on December 3rd to discuss common core. • New Milford received an honorable mention from CAFE for the district's electronic newsletter. 	Board Chairman's Report

<p>10.</p>	<p>Committee Reports</p> <p>A. Facilities Sub-Committee</p> <ul style="list-style-type: none"> Mr. Littlefield said they received more information on the Schaghticoke roof project and they will get a new proposal with new pricing for the next meeting. <p>B. Operations Sub-Committee</p> <ul style="list-style-type: none"> Mrs. Faulenbach said the items from the Operations Committee meeting are on the agenda tonight. <p>C. Policy Sub-Committee</p> <ul style="list-style-type: none"> Mrs. Chastain said there were four policies on the agenda tonight for first review. <p>D. Committee on Learning</p> <ul style="list-style-type: none"> Mr. Lawson said the Grade 8 Technology curriculum was on the agenda tonight as well as a request for AP Microeconomics and a revision to AP Physics. Mr. Smith noted that the College Board said the current Physics curriculum was too much for one year of teaching and so they were splitting the course into A and B to be taught over two years. Mr. Lawson said the next meeting will include discussion of Health I, Engineering, Statistics, and an update on the five year plan. <p>E. Education Connection</p> <ul style="list-style-type: none"> Mr. Coppola said there was discussion of the regional calendar and whether it would save districts money. <p>F. Connecticut Boards of Education</p> <ul style="list-style-type: none"> Mrs. Faulenbach noted that Mrs. Shook had announced the honorable mention award for 	<p>Committee Reports</p> <p>A. Facilities Sub-Committee</p> <p>B. Operations Sub-Committee</p> <p>C. Policy Sub-Committee</p> <p>D. Committee on Learning</p> <p>E. Education Connection</p> <p>F. Connecticut Boards of Education</p>
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	<p>the district e-newsletter.</p> <p>G. Negotiations Committee</p> <ul style="list-style-type: none"> Mr. Littlefield said the teachers' contract ended up in arbitration and the last best offers were given to the arbitrator with a decision expected November 24th. 	<p>G. Negotiations Committee</p>
<p>11.</p> <p>A.</p> <p>B.</p>	<p>DISCUSSION AND POSSIBLE ACTION</p> <p>Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated November 18, 2014</p> <p>Mr. Coppola moved to approve Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated November 18, 2014, seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> Mr. Coppola thanked Ms. Baldelli for including extracurricular activities of people on the exhibit. Mr. Spatola asked if the Board would be getting a list of substitutes. Ms. Baldelli said it is part of Exhibit A. Mr. Coppola noted this was part of an upcoming policy change. Mr. Coppola thanked Karen Kovacs for her thirty years of service to New Milford schools. <p>The motion passed unanimously.</p> <p>Monthly Reports</p> <ol style="list-style-type: none"> Purchase Resolution D-669 Budget Position as of October 31, 2014 Request for Budget Transfers <p>Mrs. Faulenbach moved to approve monthly reports: Purchase Resolution D-669, Budget Position as of October 31, 2014, and request for budget transfers, seconded by Mr. Littlefield.</p>	<p>Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated November 18, 2014</p> <p>Motion made and passed unanimously to approve Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated November 18, 2014.</p> <p>Monthly Reports</p> <ol style="list-style-type: none"> Purchase Resolution D-669 Budget Position as of October 31, 2014 Request for Budget Transfers <p>Motion made and passed unanimously to approve monthly reports: Purchase Resolution D-669, Budget Position as of</p>

<ul style="list-style-type: none"> • Mr. Lawson asked about the internal service fund, noting that the town finance officer and school finance officer were supposed to meet monthly to discuss this fund. He wondered if the fund overfunded to meet the stop gap amount. Mr. Hubelbank said he and Mr. Jankowski meet on a regular basis but this item is not on every agenda. He said he felt that at \$2.2 million the fund is adequate to cover the stop loss of 20% to the 120% before insurance kicks in. • Mr. Coppola asked about the 515 account which he thought paid for field trips but said he has learned it pays for transportation for sports. He asked that the fund be renamed since it says field trips. 	<p>October 31, 2014, and request for budget transfers.</p>
<p>The motion passed unanimously.</p> <p>C. Gifts & Donations 1. PTO – Exhibit B</p> <p>Mr. Lawson moved to accept Gifts and Donations: PTO – Exhibit B in the amount of \$4,264.00, seconded by Mr. Coppola.</p> <ul style="list-style-type: none"> • Mr. Coppola thanked the PTO noting that many field trips would not happen without their continued support. <p>The motion passed unanimously.</p>	<p>C. Gifts & Donations 1. PTO – Exhibit B</p> <p>Motion made and passed unanimously to accept Gifts and Donations: PTO – Exhibit B in the amount of \$4,264.00.</p>
<p>D. Grant Approvals 1. Arts in Education Mini-Grant</p> <p>Mr. Littlefield moved to approve the Arts in Education Mini-Grant in the amount of \$7,325.00, seconded by Mr. Shaffer and passed unanimously.</p>	<p>D. Grant Approvals 1. Arts in Education Mini-Grant</p> <p>Motion made and passed unanimously to approve the Arts in Education Mini-Grant in the amount of \$7,325.00.</p>
<p>E. Approval of the Following Curriculum 1. Grade 8 Technology</p> <p>Mr. Lawson moved to approve the following</p>	<p>E. Approval of the Following Curriculum 1. Grade 8 Technology</p> <p>Motion made and passed</p>

<p>curriculum: Grade 8 Technology, seconded by Mr. Coppola.</p> <ul style="list-style-type: none">• Mr. Coppola said he listened to the presentation of this Technology curriculum and was very impressed. <p>F. Request for New Program or Course 1. AP Microeconomics</p> <p>Mr. Lawson moved to approve the following new course: AP Microeconomics, seconded by Mr. Littlefield.</p> <ul style="list-style-type: none">• Mr. Coppola asked if there would be a similar program for non-AP students and Mr. Lawson said the Committee on Learning would be discussing this. <p>The motion passed unanimously.</p> <p>G. Revision to AP Physics</p> <p>Mr. Lawson moved to approve the revision to AP Physics, seconded by Mr. Coppola.</p> <ul style="list-style-type: none">• Mr. Lawson thanked Mr. Smith for explaining the need for the revision.• Mr. Littlefield asked if something was going to be added to the course since it was taught in only one year previously.• Mr. Smith noted that the AP courses are published and structured by the College Board which is how they can offer college credit. He said the division of the course into two courses will allow more time for further review of materials and more in-depth studies.• Mr. Shaffer asked if it was structured that a student had to take Part A before Part B and Mr. Smith said Part A would be taught next year and Part B the year after and the prerequisite would be Part A for the future. <p>The motion passed unanimously.</p>	<p>unanimously to approve the following curriculum: Grade 8 Technology</p> <p>F. Request for New Program or Course 1. AP Microeconomics</p> <p>Motion made and passed unanimously to approve the following new course: AP Microeconomics.</p> <p>G. Revision to AP Physics</p> <p>Motion made and passed unanimously to approve the revision to AP Physics.</p>
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<p>H.</p>	<p>H. Policies for First Review</p> <ol style="list-style-type: none"> 1. 4112.9/4212.9 Outside Employment <ul style="list-style-type: none"> • Mr. Spatola asked why the last paragraph of this policy had been deleted and Dr. Paddyfote said it had been replaced with one that the Board attorney thought was better. Mr. Spatola felt the prior paragraph more clearly spelled out the expectations. • Mr. Littlefield said he felt the new paragraph is less vague. 2. 4115 Evaluations 3. 4118.5/4218.5 Electronic Monitoring <ul style="list-style-type: none"> • Mr. Coppola said he did not like this policy as he felt it could be abused and he asked why employees had to be monitored. • Mr. Littlefield noted this policy was a modification of an existing policy and was not a new policy. • Mr. Coppola asked what the safeguards would be to prevent abuse. • Mr. Littlefield asked who oversaw and monitored this. • Dr. Paddyfote said it is her responsibility to monitor what is put out electronically by the staff. She noted this policy mirrors what is in the statute. 4. 4121 Substitute Teachers <ul style="list-style-type: none"> • Mr. Coppola asked when the Board would get the list of substitutes and Dr. Paddyfote said the schedule would have to be worked out but possibly at the beginning of the year and once every two months thereafter. 	<p>H. Policies for First Review</p> <ol style="list-style-type: none"> 1. 4112.9/4212.9 Outside Employment 2. 4115 Evaluations 3. 4118.5/4218.5 Electronic Monitoring 4. 4121 Substitute Teachers
<p>I.</p>	<p>I. Project Managers and Contract</p> <p>Mr. Littlefield moved to contract with Arum and Associates, LLC, to serve as Transition Year Project Managers and to accept the terms of their</p>	<p>I. Project Managers and Contract</p> <p>Motion made to contract with Arum and Associates, LLC, to serve as Transition Year Project</p>

	<p>proposal, seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none">• Mr. Ed Arum and Mr. Jeff Olefson were present to discuss their proposal.• Mr. Arum said they will schedule a visit to the schools the week of Thanksgiving and begin focus groups the week after.• They will provide a summary of ideas from stakeholders and partner with Milone and MacBroom on their part of this project.• They will meet with All Star Transportation and participate in the room utilization work.• They will help the district create a survey for parents and meet with the parents of students in 2nd, 3rd, 5th and 6th grades as well as post information to the website.• They will collaborate with the Facilities department to make this transition seamless. They will also advise the district administration on strategies for this transition.• Mr. Olefson said they will be providing oversight to make sure that everything is done right. He said a transition is often an opportunity to reflect and focus on what has worked and to try and make this a smooth and effective experience for students.• Mr. Coppola asked which schedule the district was working under as he had different draft documents. Dr. Paddyfote said there is one schedule of activities and then Mr. Calhoun put together a sequence for Facilities to follow which is more specific.• Mr. Coppola asked that instead of having the consultants come back to every meeting that Dr. Paddyfote include in her monthly report an update on what has been accomplished for this transition.• Mr. Spatola asked if the fees were the total or if more time would require a higher fee and if less time would provide a refund. Mr. Olefson said they bid on the scope of work however if the Board or District came back and asked them to do more there would be a charge for that additional work.• Mr. Spatola asked if on the monthly invoice the	<p>Managers and to accept the terms of their proposal.</p>
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percentage of what has been accomplished could be listed. Mr. Olefson said this is an ongoing process and that they will give updates and progress reports and list updates on the website.

- Mr. Spatola asked how the meetings with parents and staff would be conducted – at a special Board meeting for instance – and Mr. Olefson said they would meet with parents, faculty and staff to hear a wider range of views beyond the views expressed at the meeting tonight. He said they would collaborate with the building principals to meet with parents and collect feedback on how they want the transition to work.
- Mr. Littlefield asked what qualifications and experience Arum & Associates had. Mr. Arum said he was an Assistant Superintendent for 25 years having retired in 2005. He closed three or four schools in Torrington, opened a new school in Region 15 which required 75% of one of the towns in the region to go to the new school, and he has previously been the project manager for many new building and construction projects.
- Mr. Olefson said he has been a consultant to school districts for a number of years and served on a school board with an increased enrollment where he learned how to manage the process of transitioning students.
- Mr. Shaffer noted the cover page of the proposal used the dates November 2014 – June 2015 but asked if the consultants would be around in the summer when the work was really being done and Mr. Olefson said they would be involved until the opening of the school year noting that the dates were in the original scope of work.
- Mr. Lawson applauded the idea of the focus groups with parents and hoped they would be listened to because many of them were concerned this was a rush job. He noted that six out of the district's six schools were going to be impacted.
- Mr. Olefson noted that the consultants did not

	<ul style="list-style-type: none"> • Mr. Spatola was also concerned that only 35% of students scored well on the physical fitness test. • Mr. Smith said many programs have been restructured since this report to promote student learning which in turn should lead to more favorable test scores. He said his goal for the district is not to achieve the state average but to exceed it. He said he looks at the schools within our DRG for comparisons. High performing school districts have the coaching capacity which New Milford has been working to add. He noted it is difficult to retain teachers when Fairfield county schools can pay higher salaries than New Milford can afford to pay. • Mr. Smith noted the physical fitness test has not changed over the years and that it is not a standard that the physical education teachers teach towards. He said physical education teachers focus on life skills versus running a mile and doing sit-ups and push-ups. • Mr. Spatola said one of the interesting things he learned from his calls was that some schools offer lunch at which teachers have professional development. • Mr. Coppola thanked Mrs. Shook for her term as Chairman of the Board understanding that she would not be seeking re-election as Chair. He felt she did a great job leading with all the decisions that had to be made by this Board. Mrs. Shook thanked everyone for their efforts during the year. 	
<p>13.</p>	<p>Adjourn</p> <p>Mrs. Shook moved to adjourn the meeting at 9:43 p.m., seconded by Mr. Lawson and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed to adjourn the meeting at 9:43 p.m.</p>

Respectfully submitted:



Angela Chastain

Secretary

New Milford Board of Education