

**New Milford Board of Education
 Operations Sub-Committee Meeting Minutes
 April 8, 2025 7:15 pm
 Sarah Noble Intermediate School Library Media Center**

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 NEW MILFORD, CT

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| Present: | Mrs. Wendy Faulenbach, Chairperson Mr. Eric Hansell Mr. Tom O'Brien Mr. Brian McCauley |
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| Absent: | |
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| Also Present: | Dr. Janet Parlato, Superintendent of Schools Mr. Jeffrey Turner, Technology Director Mr. Anthony Giovannone, Director of Finance Mrs. Teresa Kavanagh, Director of Human Services Mr. Matthew Cunningham, Facilities Director |
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| 1. | | Call to Order The New Milford Board of Education Operations Subcommittee was called to order at 7:15pm by Mrs. Wendy Faulenbach, Chairperson. | Call to Order |
| 2. | | Public Comment There was none. | Public Comment |
| 3. | A. | Discussion and Possible Action Monthly Reports 1. Budget Position dated March 31, 2025 2. Purchase Resolution D-793 3. Request for Budget Transfers Budget Position: Mr. Giovannone stated the budget is currently 96.91% encumbered or spent. At this time last year it was at 96.42%. Mr. Giovannone pointed out that the first payment for excess cost was received in March. The other item noted was the Fiscal Year End 23/24 deposit, reflected in the Capital Reserve account. There are also two additional deposits in the Turf Field Replacement account: \$100,000 from the district and \$100,000 from the town. Mr. O'Brien asked what was still to come out of the Capital Reserve. Mr. Giovannone stated that for 2025-26, there are ESG payments and a new iteration for the 5 Year Capital Plan. Mr. O'Brien explained that in the recent MBC meeting, one of the members commented on the Capital Reserve | Discussion and Possible Action A. Monthly Reports 1. Budget Position dated March 31, 2025 2. Purchase Resolution D-793 3. Request for Budget Transfers |

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| | <p>being at 4.5 million dollars. Mrs. Faulenbach replied by stating, even at \$3,581,000 (reflected in the Budget Position document), there are still projects that have to be paid. Mr. Giovannone confirmed there is a 5 year Capital Plan for 25/26 that still has to be presented to the Board, approved by the Board and Town Council, and funded by the Capital Reserve account. Mrs. Faulenbach stated, if you compare Munis to the Budget Position, the Capital Reserve amount may show discrepancies. Mrs. Faulenbach suggested adding an asterisk to the bottom of the Budget Position so that discrepancy is explained. Mr. Giovannone stated, for the 5 year Capital Plan for 25/26, which the board has not taken action yet, it will require at least \$1,800,000 from the Capital Reserve account.</p> <p>Mrs. Faulenbach asked about the ESG payments. Mr. Giovannone stated the first measurement and verification report is due June 30th. Mr. Cunningham added there is a 30 day lead, so at the very latest August 1st, and should capture everything. Mrs. Faulenbach asked to clarify, stating if the savings is coming from the operational budget, it then falls to the bottom line and we use that to pay ESG. Mr. Giovannone confirmed that was correct.</p> <p>Mrs. Faulenbach asked about line 56110, instructional supplies, and asked if the transfer for Geodes and Bookworms is complete. Mr. Giovannone stated the transfers were approved last month but the transfer has not happened yet. The revised budget is reflective of the total.</p> <p>Purchase Resolution: Mr. Giovannone stated the last of the 2% set aside money is being utilized. Dr. Parlato noted she will have a memo regarding the Math materials purchase for the full board. Mrs. Faulenbach asked if the full 2% is now earmarked. Mr. Giovannone stated, if the board approves the \$231,092, there would be \$35,720 left. Mrs. Faulenbach asked if the town had been paid back for the 2% set aside amount. Mr. Giovannone confirmed they were, stating the town has already taken that money as part of the audit and the town has been made</p> | |
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| | <p>whole. Mr. Giovannone also confirmed that the district is now up-to-date on the ESG payments.</p> <p>Mr. O'Brien asked if the tennis courts will be patched. Mr. Cunningham stated they have done the prep work and now have to seal, coat and color. Mr. O'Brien asked if there is room in the capital for the courts. Mr. Cunningham stated money has been earmarked for it. The courts had a 15 year life span, they are coming up on 25 years and are at end of life. Mrs. Faulenbach asked when the last payment to the bus company would be. Mr. Giovannone stated that it would be in June.</p> <p>Budget Transfers: None at this time.</p> <p><i>Mr. McCauley moved to bring the Operations Subcommittee monthly reports to the Board of Education for discussion and possible action, seconded by Mr. Hansell. The motion passed unanimously.</i></p> <p>B. Healthy Food Certification (HFC) Statement for School Year 2025-26</p> <p>No discussion.</p> | <p>Motion passed to bring the Operations Subcommittee monthly reports to the Board of Education for discussion and possible action. Motion passed unanimously.</p> <p>B. Healthy Food Certification (HFC) Statement for School Year 2025-26</p> |
| <p>4.</p> | <p>A. Employment Report - April 2025 Mrs. Kavanaugh stated there is one teacher not returning from leave and one retiring after 49 years in the district. Dr. Parlato stated this is a cultural marker and a good employment report to have because fewer employees are leaving.</p> <p>B. Enrollment Report - April 1, 2025 Dr. Parlato stated it is stable, down 31 from the projected number. Mr. Hansell noted there has been an increase in students in the lower grades. Dr. Parlato stated there have been more registrations.</p> <p>C. Excess Cost Mr. Giovannone stated the memo is an overview of the reimbursement for Out of District placement costs. The district has received the first payment, which is usually 75% of the total. There was a projected shortfall so the state authorized</p> | <p>Items of Information</p> <p>A. Employment Report - April 2025</p> <p>B. Enrollment Report - April 1, 2025</p> <p>C. Excess Cost</p> |

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| | <p>additional funds. Many districts reached their cap threshold, which reduced the total pot of money for everyone in the state. The additional funding reduced New Milford's shortfall from \$569,380 to \$181,887. Mrs. Faulenbach stated a shortfall of \$181,000 is still a lot of money. Mr. Giovannone noted that there is still an available balance allocated for tuition for Out of District placements. Essentially, we still have money in the account and cannot expect to be reimbursed for money we did not spend. That is where the \$181,887 comes from. The state usually pays Excess Cost in two payments. The first is in February, then May. With these additional funds, there will be a third payment. Mr. Giovannone stated he will send a wrapup memo once the 2nd and 3rd payments are received.</p> <p>Mrs. Faulenbach asked, if funding didn't exist, would we still have a healthy amount in the line item. Mr. Giovannone stated yes, and that it is for placements that did not materialize, or perhaps transportation costs were less. Dr. Parlato added that there were no expulsions this year.</p> | |
| <p>5.</p> | <p>Public Comment There was none.</p> | <p>Public Comment</p> |
| <p>6.</p> | <p>Adjourn <i>Mr. O'Brien moved to adjourn the meeting at 7:42pm, seconded by Mr. McCauley and passed unanimously.</i></p> | <p>Adjourn Motion made and passed unanimously to adjourn the meeting at 7:42 pm.</p> |

Respectfully submitted:



Mrs. Wendy Faulenbach
 Chairman, Operations Subcommittee