

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

**BOARD OF EDUCATION**  
**MEETING NOTICE**

<b>DATE:</b>	<b>August 17, 2021</b>
<b>TIME:</b>	<b>7:00 P.M.</b>
<b>PLACE:</b>	<b>Sarah Noble Intermediate School Library Media Center</b>

**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. 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.

**3. PTO REPORT**

**4. APPROVAL OF MINUTES**

- A. Approval of the following Board of Education Meeting Minutes
  - 1. Regular Meeting Minutes July 20, 2021
  - 2. Special Meeting Minutes August 10, 2021

**5. SUPERINTENDENT'S REPORT**

**6. BOARD CHAIRMAN'S REPORT**

**7. DISCUSSION AND POSSIBLE ACTION**

- A. Policy for Approval
  - 1. 1324 Fundraising by Students
- B. Policies Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311
  - 1. 1331 Smoking
  - 2. 4111.1/4211.1 Equal Employment Opportunity
  - 3. 5111 Admission/Placement/Age of Entrance
  - 4. 5113 Truancy
  - 5. 5114 Removal/Suspension/Expulsion

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6. 5124 Reporting to Parents/Guardians - Report Cards
7. 5131.911 Safe School Climate Plan/Bullying
8. 5141.3 Health Assessments and Immunizations

C. Bid Awards

1. Food and Nutrition Services - Milk
2. Food and Nutrition Services - Frozen Dessert

D. Teacher and Administrator Evaluation Waiver

8. **ITEMS FOR INFORMATION AND DISCUSSION**

A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated August 17, 2021

B. Monthly Reports

1. Budget Position dated July 31, 2021
2. Purchase Resolution: D-749
3. Request for Budget Transfers

C. Regulation for Revision

1. 4111.1/4211.1 Procedures for Employee Complaints of Discrimination

D. Safe Return to In-Person Instruction and Continuity of Service Plan (Updated August 2021)

E. Facilities Projects Update

F. Technology Update

G. COVID-19 Event Management Template

H. Fingerprinting Volunteers

9. **ADJOURN**

**New Milford Board of Education**  
**Regular Meeting Minutes**  
**July 20, 2021**  
**Sarah Noble Intermediate School Library Media Center**

**Page 1**

NEW MILFORD, CT

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<b>Present:</b>	Mrs. Wendy Faulenbach Mr. Pete Helmus Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen Monaghan
<b>Absent:</b>	Mr. Joseph Failla Mrs. Olga I. Rella

<b>Also Present:</b>	Ms. Alisha DiCorpo, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Mr. Anthony Giovannone, Director of Operations and Fiscal Services Mr. Nestor Aparicio, Interim Director of Facilities Ms. Jamie Terry, Technology Director Ms. Lisa Morrissey, Town of New Milford Director of Health
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<b>1.</b>	<b>Call to Order</b> <b>A. Pledge of Allegiance</b> <p>The regular meeting of the New Milford Board of Education was called to order at 7:00 p.m. by Mrs. Faulenbach. The Pledge of Allegiance immediately followed.</p>	<b>Call to Order</b> <b>A. Pledge of Allegiance</b>
<b>2.</b>	<b>Public Comment</b> <ul style="list-style-type: none"> <li>Mrs. Faulenbach said public comment is limited to 3 minutes per speaker, but she would allow up to 5 minutes if needed.</li> <li>Megan Byrd said she had two topics. She was disappointed to find out that the Talented and Gifted teacher had left and that parents were not notified. She asked what the game plan is going forward. She said she is 100% in agreement to mask both students and staff until all have an opportunity to get vaccinated, especially since there is no option for remote learning this year.</li> <li>Since masking appears to be the topic of interest for public comment, Mrs. Faulenbach said she would plan to move up item 8E, Mask Update,</li> </ul>	<b>Public Comment</b>

	<p>to earlier in the agenda, provided the Board members have no objection. There was none.</p> <ul style="list-style-type: none"> <li>• Rebecca Anderson said she views mask wearing as forced medical intervention. She said parents should be able to make individual decisions for their children and she hopes choice is allowed either way if the Governor ends up leaving the decision to individual districts. She said public education is an American right and children who do not mask would lose that right as it now stands.</li> <li>• Kim Roskowski said mask wearing has had a negative effect on her child and she advocates for choice.</li> <li>• Emma Roskowski, student, says she finds it hard to breathe with a mask on.</li> <li>• Mrs. Faulenbach thanked the public for attending and speaking. She said it is not an easy topic.</li> </ul>	
<b>3.</b>	<p><b>PTO Report</b></p> <ul style="list-style-type: none"> <li>• Mrs. McInerney reported in the absence of Mrs. Pelletier, new Townwide PTO President. She said the PTO is happily off for the summer, but still planning for all schools opening events, welcome back events for staff, and hopefully in-school book fairs, just to name a few.</li> </ul>	<b>PTO Report</b>
<b>4.</b>	<p><b>Approval of Minutes</b></p> <p><b>A. Approval of the following Board of Education Meeting Minutes:</b></p> <p><b>1. Special Meeting Minutes June 10, 2021</b></p> <p><b>Mr. McCauley moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes June 10, 2021, seconded by Mrs. Monaghan.</b></p>	<p><b>Approval of Minutes</b></p> <p><b>A. Approval of the following Board of Education Meeting Minutes:</b></p> <p><b>1. Special Meeting Minutes June 10, 2021</b></p> <p><b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Special Meeting Minutes June 10, 2021.</b></p>

	<p><b>The motion passed unanimously.</b></p> <p><b>2. Special Meeting Minutes June 14, 2021</b></p> <p><b>Mrs. Monaghan moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes June 14, 2021, seconded by Mr. McCauley.</b></p> <p><b>The motion passed unanimously.</b></p> <p><b>3. Regular Meeting Minutes June 15, 2021</b></p> <p><b>Mrs. McInerney moved to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes June 15, 2021, seconded by Mr. Helmus.</b></p> <p><b>The motion passed unanimously.</b></p> <p><b>4. Special Meeting Minutes July 7, 2021</b></p> <p><b>Mr. McCauley moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 7, 2021, seconded by Mrs. McInerney.</b></p> <p><b>The motion passed unanimously.</b></p>	<p><b>2. Special Meeting Minutes June 14, 2021</b></p> <p><b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Special Meeting Minutes June 14, 2021.</b></p> <p><b>3. Regular Meeting Minutes June 15, 2021</b></p> <p><b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes June 15, 2021.</b></p> <p><b>4. Special Meeting Minutes July 7, 2021</b></p> <p><b>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 7, 2021.</b></p>
<b>5.</b>	<p><b>Superintendent's Report</b></p> <ul style="list-style-type: none"> <li>Ms. DiCorpo said she toured the Extended School Year (ESY) program and the Summer Bridge programs on July 13. Both programs are running smoothly at the start and have good daily attendance in their first few weeks running; 209 students and 7 community friends attend our ESY program and 58 students attend our Summer Bridge programs. The NMHS Credit Recovery program has 25 students in each session: morning/afternoon.</li> </ul>	<p><b>Superintendent's Report</b></p>

Regular Meeting Minutes

July 20, 2021

Sarah Noble Intermediate School Library Media Center

	<ul style="list-style-type: none"> <li>• Ms. DiCorpo said she met with Mr. Manka, the new NMHS Principal, and with Ms. Hollander, the new Assistant Superintendent, to prepare them for the start of the school year and to assess needs, organize training, and discuss operational and curriculum based projects. Both administrators have hit the ground running and are very busy hiring, meeting members of our school and community, and acclimating themselves to the district.</li> <li>• Planning for the School Based Health Centers is underway and the Board will hear more later in the agenda. We've had three meetings, have evaluated space in each of the buildings, and will begin discussions regarding costs for the medical clinics soon.</li> <li>• Planning is underway for Convocation, New Teacher Orientation, and the Administrative Retreat.</li> <li>• Dates are being considered for the Strategic Planning process that will take place this year beginning in September.</li> <li>• We have an executed MOU for the NV5/ESG project and meetings have taken place regarding the proposed order of the work and some logistics. Meetings have also been scheduled for the roofing project. There are also some updates on the oil tank at SNIS that the Board will hear about this evening. The Maxx renovation is coming along and the town and district continue to collaborate on the work that is upcoming as well as share in the costs of the project for the benefit of our students.</li> <li>• Regarding the Powerschool transition: we are in the process of completing the roll over and the Technology Director is hard at work planning training for administrators, secretaries, and teachers.</li> <li>• Kindergarten Enrollment Update is not available currently as secretaries return July 28.</li> <li>• There were two new fundraisers approved since my last report, both for NMHS: Football team - online donations and</li> </ul>	
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	NMHS/Class of 2022 - concessions at 2021 Graduation.	
6.	<b>Board Chairman's Report</b> <ul style="list-style-type: none"> <li>Mrs. Faulenbach said there are many projects to be discussed tonight which represent months, sometimes years, of work by the Board and Central Office administrators. She said it is exciting to see them coming to fruition. She thanked Board members for their attendance at the many meetings. She said a special meeting is being planned for August 10 in place of subcommittees and the meeting may include executive sessions as well. Board correspondence may be viewed at Central Office. Please contact the Superintendent's Office to set up a time. Convocation will be held on August 23.</li> <li>Ms. DiCorpo said she would like to address the public comment regarding the TAG teacher. She said the district found out early/mid-July that the teacher was resigning and there was no Assistant Superintendent at that time. The position was posted internally on July 13, and externally on July 18. Ms. Hollander is reaching out to universities regarding any recent graduates in this area. The district is exploring all options in finding a replacement. Ms. Hollander is working on pulling the list of parents and guardians that should receive notification.</li> </ul>	<b>Board Chairman's Report</b>
8.	<b>Items for Information and Discussion</b> <p><b>E. Mask Update</b></p> <ul style="list-style-type: none"> <li>Ms. DiCorpo thanked New Milford's Director of Health Lisa Morrissey for being here this evening.</li> <li>Ms. DiCorpo said she wants to talk about the decision making process. The Governor's Executive Order regarding masks ended in June.</li> </ul>	<b>Items for Information and Discussion</b> <p><b>E. Mask Update</b></p>

	<p>Districts were given the mandate to execute and publish a Reopen Plan with guidance for fall. Any changes to guidance from the state would in turn result in changes to the plan. Every public school in CT is under the same orders and whatever guidance comes from the Governor or CSDE in the future, it will be universal throughout the state, unless the guidance specifically states something different. Recently, the CDC and American Academy of Pediatrics issued updated guidance regarding mask wearing which the CSDE is now reviewing. Ms. DiCorpo said we are hoping to receive CSDE guidance within the next few weeks. She said she takes the health of staff, students, and the community in general very seriously and plans accordingly. There are weekly updates with the NMDPH and medical advisors regarding the positivity rate in Town, mitigation strategies, and any updates to be reviewed. At this time, recommended guidance is unknown. Ms. DiCorpo said she understands the wish for choice, but it is not an individual decision of the district at this time.</p> <ul style="list-style-type: none"><li>• Ms. Morrissey said the legal authority regarding masking comes from the Governor's office. She said in New Milford, 39% of the 12-15 year age group is fully vaccinated, and 45% have received one dose. That shows that a large majority are not vaccinated. The K-6 grade age group is not even eligible yet. She said masking is a primary tool for both protection and stopping the spread, especially with the Delta variant. From a DPH perspective, Ms. Morrissey appreciates choice when possible, but her focus is on legality and the protection of the public in general. Masking is part of that layered approach.</li><li>• Ms. Morrissey said she wanted to stress that there has been no change to the guidance regarding wearing masks indoors if unvaccinated, it is just on the honor system now. She also wanted to be clear that the CDC has</li></ul>	
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	<p>mandated masks for all on public transportation which includes school buses.</p> <ul style="list-style-type: none"><li>• Ms. DiCorpo said they will be asking the bus company to provide seating charts for each bus to each building principal for our contact tracing efforts.</li><li>• Mr. Helmus said in summarizing what he has heard, the public should contact the Governor's Office, state legislators, and CSDE to get their voices heard. He asked under what conditions the mask decision would fall to the BOE.</li><li>• Ms. Morrissey said they are waiting on new Executive orders for the fall school year. If those orders state that the decision falls to the local health director and superintendent based on local transmission levels, then the Board might be involved to some extent. Ms. Morrissey said New Milford has a very strong collective with the DPH, schools, and medical advisor consulting. From her perspective, she doesn't always go by the numbers reported because the positivity rate in the community is often higher than reported. This is most often due to one person in the family testing positive and other members becoming symptomatic but not bothering to test. Contact tracing can help with this.</li><li>• Mr. Helmus asked if conditions do worsen, what information would be used.</li><li>• Ms. DiCorpo said she is hoping the state dashboard will provide metrics for masking; if there is choice allowed, masking might become required if positivity rates increase. She said depending on what develops, there could also be an emergency declaration for remote learning, which is not an option right now.</li><li>• Mr. Helmus asked Ms. DiCorpo if she could imagine a situation where parents would be given a choice regarding masking children.</li><li>• Ms. DiCorpo said her personal opinion might be perhaps as vaccination rates increase at different levels.</li></ul>	
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- Mrs. Faulenbach said each day is different and there are many unknowns at the moment. She said from a Facilities side, the Board continues to implement safety protocols for students and staff. She asked about the timeframe for future guidance.
- Ms. DiCorpo said she didn't know, but she was on a call today with the state where they discussed the steps being taken to gather input to make decisions.
- Mrs. McNerney said she hoped the use of tents for outdoor eating will continue as weather permits or that the district will look into more permanent options.
- Ms. DiCorpo said tents can only be used until the end of October per regulation and that more permanent structures would require significant planning and cost.
- Mrs. McNerney said she hopes guidance comes soon so that the district can plan, prepare, and communicate to parents.
- Ms. DiCorpo said she is concerned with school opening only four weeks away. She said any communication to parents may not come immediately after an announcement because they need time internally with the Cabinet and principals to thoughtfully plan before making any announcement.
- Mrs. McNerney commended Ms. Morrissey on how well the clinics were run. She asked if the quoted percentages were just from New Milford clinics or other sites as well.
- Ms. Morrissey said the percentages were for the entire municipality.
- Mrs. McNerney asked if more clinics are being planned.
- Ms. Morrissey said they are still running clinics but they have stagnated for adults. They are planning to be more aggressive in messaging about the clinics leading up to back to school. They are also planning influenza clinics. There has been a resurgence in respiratory viruses with the removal of masks.

	<ul style="list-style-type: none"> <li>• Mrs. McInerney asked if Ms. Morrissey has any idea when vaccinations will open for the under 12 age group. Ms. Morrissey said she did not. Originally the hope was late summer/early fall. Last week she heard mid-winter. She said as soon as it happens, they will be ready.</li> <li>• Mrs. McInerney asked regarding busing, if the fully vaccinated would be exempt from quarantine if there is an outbreak. Ms. Morrissey said, under current guidance, they are exempt no matter the circumstances or place if fully vaccinated, not just on buses.</li> <li>• Mrs. Faulenbach said this is a very passionate topic and she appreciates the respectful conversation.</li> </ul>	
<b>7.</b>	<b>Discussion and Possible Action</b>	<b>Discussion and Possible Action</b>
<b>A.</b>	<b>Policy for Approval</b>	<b>A. Policy for Approval</b>
	<b>1. 1324 Fundraising by Students</b> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said this revision does not eliminate fundraising but seeks to streamline the process and adds procedures for clarity. It was to have gone back to the Policy subcommittee for further discussion after last month's meeting. Since the Policy meeting was canceled, Mrs. Faulenbach is not recommending any action this evening. Instead it will be put on the August 10 special meeting agenda for one more review before coming back to the Board for final approval.</li> </ul>	<b>1. 1324 Fundraising by Students</b>
<b>B.</b>	<b>Policies for Second Review</b>	<b>B. Policies for Second Review</b>
	<b>1. 1325 Advertising and Promotion</b> <b>2. 3240 Tuition Fees</b> <b>3. 3260 Sales &amp; Disposal of Books, Equipment &amp; Supplies</b> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said these will be placed on the August 10 agenda as well for second review to</li> </ul>	<b>1. 1325 Advertising and Promotion</b> <b>2. 3240 Tuition Fees</b> <b>3. 3260 Sales &amp; Disposal of Books, Equipment &amp; Supplies</b>

	<p>allow further discussion.</p> <p><b>C. Twin Lakes Agreement</b></p> <ul style="list-style-type: none"> <li>Ms. DiCorpo said with the Powerschool conversion and other needs of the district, they are looking to extend the original agreement and review needs for additional support.</li> <li>Mr. Giovannone said they will be requesting a full five days a week.</li> <li>Mrs. Faulenbach asked how that would be funded. Mr. Giovannone said currently they are using ESSER II funds. The additional two days added will be through the operating budget using the line item for the Technology Director which is not filled. This may require a transfer to contracted services, but it is a budgeted item.</li> <li>Mrs. Faulenbach agrees the support is needed and she appreciates that there is funding.</li> </ul> <p><b>D. Authorized Signature Change Request</b></p> <p><b>Mrs. McInerney moved to approve the Authorized Signature Change Request, seconded by Mrs. Monaghan.</b></p> <p><b>The motion passed unanimously.</b></p>	<p><b>C. Twin Lakes Agreement</b></p> <p><b>D. Authorized Signature Change Request</b></p> <p><b>Motion made and passed unanimously to approve the Authorized Signature Change Request.</b></p>
8.	<p><b>Items for Information and Discussion</b></p> <p><b>A. Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of July 20, 2021</b></p> <ul style="list-style-type: none"> <li>Ms. DiCorpo said building principals are very actively interviewing with several positions filled already. Ms. Hollander is beginning the same process with the ESSER II positions.</li> <li>Mr. Helmus asked if Exhibit A can be revised going forward to designate the positions funded by ESSER II.</li> </ul>	<p><b>Items for Information and Discussion</b></p> <p><b>A. Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence as of July 20, 2021</b></p>

<p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated June 30, 2021</b></li> <li><b>2. Purchase Resolution: D-748</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <ul style="list-style-type: none"> <li>• Mr. Giovannone said the June 30 balance is unaudited. The capital reserve balance on page 4 reflects approved withdrawals. It does not include the projected 20-21 year end balance, since that requires a final audit.</li> <li>• Mr. Giovannone said the turf field balance does not include the \$100,000 approved by the Board from the year end balance or the Town's contribution of \$50,000.</li> <li>• Mrs. Faulenbach asked about the golf course rental charge on the purchase resolution.</li> <li>• Mr. Giovannone said it is a result of late billing. He said all items on the purchase resolution are already reflected on the budget position.</li> <li>• Mr. Giovannone said the budget transfer request is a realignment from contracted services to certified salaries. A memo from Mrs. Olson is included for explanatory purposes.</li> </ul> <p><b>C. Summer Projects Update</b></p> <ol style="list-style-type: none"> <li><b>1. The Maxx</b></li> </ol> <ul style="list-style-type: none"> <li>• Mr. Aparicio said most of the items for the Maxx kitchen renovation are on site. The bathrooms need minor adjustments for them to be ADA compliant. We will be looking to do some painting and upgrading stalls as part of the renovation for the bathrooms.</li> <li>• Mrs. Faulenbach asked about the timeframe for the project. Mr. Aparicio said they are hoping to get it done before school starts.</li> <li>• Mrs. McInerney asked where LHTC students will be if it is not ready. Ms. DiCorpo said they will stay at SNIS if needed.</li> </ul> <ol style="list-style-type: none"> <li><b>2. ESG/NV5</b></li> </ol>	<p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li><b>1. Budget Position dated June 30, 2021</b></li> <li><b>2. Purchase Resolution: D-748</b></li> <li><b>3. Request for Budget Transfers</b></li> </ol> <p><b>C. Summer Projects Update</b></p> <ol style="list-style-type: none"> <li><b>1. The Maxx</b></li> </ol> <ol style="list-style-type: none"> <li><b>2. ESG/NV5</b></li> </ol>
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Regular Meeting Minutes

July 20, 2021

Sarah Noble Intermediate School Library Media Center

	<ul style="list-style-type: none"> <li>• Mr. Aparicio said on June 29, we were informed that the Town Council voted to authorize the Mayor to pursue a lease agreement for the energy project. Currently the Town has put out RFP's for funding for this project. They will be looking to have the funding in place by the beginning of August. On June 12, he and Mr. Giovannone attended a meeting with Jack Healy and the ESG team for introductions and discussion on the overall Project Schedule. Work will begin in the schools sometime in September as long as materials arrive on schedule. This work is scheduled to go on throughout the next year. A significant amount of work will be done while schools are in session, but the contractors will be working the second shift to not disrupt any educational time. Meetings will be scheduled every other Wednesday for updates on the projects, project coordination, and to hear any questions or concerns anyone may have.</li> <li>• Mrs. Faulenbach asked who will manage the staff doing the projects.</li> <li>• Ms. DiCorpo said there will be an assigned clerk of the works for this project, as there will be for the roofing project as well. They will be added to the district's alert system in case of inclement weather. Background checks will be required. Projects will be coordinated.</li> </ul> <p><b>3. SNIS Oil Tank</b></p> <ul style="list-style-type: none"> <li>• Mr. Aparicio said BL Companies has sent over an updated ASA (Additional Service Agreement) for the Sarah Noble oil tank. The MBC has approved \$5,000 additional funding for design revision and bid support. The project will be rebid, then applied for grant reimbursement. The hope is to start in September.</li> <li>• Mrs. Faulenbach asked about funding. Mr. Aparicio said this is a town funded project.</li> <li>• Ms. DiCorpo said the district will support it through the grant submission.</li> </ul>	<p><b>3. SNIS Oil Tank</b></p>
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	<p><b>4. Other</b></p> <ul style="list-style-type: none"> <li>There was no report.</li> </ul> <p><b>D. School Based Health Centers Update</b></p> <ul style="list-style-type: none"> <li>Ms. DiCorpo said ESSER III funds will be used for this project. The program director, Melanie Bonjour, has visited the schools to review possible spaces for two administrative rooms and one exam room at each school. The next step is to obtain an architectural study to see what build up is required. We have reached out to Silver Petrucelli for initial conversation. The cost will be written into the ESSER III grant.</li> <li>Program legal agreements are being reviewed by the Board attorney who will in turn review them with the Board at the August 10 special meeting. Once the agreements are executed, they will begin interviewing for three clinicians with secretarial support across five schools to start. This is primarily for mental health support. Some medical support is possible this year with the rest planned for year two.</li> <li>Mrs. Faulenbach asked if the study for the SNIS move is still in process. Ms. DiCorpo said it is and the August 10 meeting will include a presentation regarding the enrollment study.</li> <li>Mr. Helmus said he is excited to see this program. He asked if finances for SBHCs will be tracked by the school. Ms. DiCorpo said yes and overall. There will be a community oversight portion as well to increase involvement.</li> <li>Mrs. Faulenbach said getting the message out to the community will be key to program support.</li> </ul> <p><b>E. Mask Update</b></p> <ul style="list-style-type: none"> <li>This item was discussed earlier this evening.</li> </ul> <p><b>F. 2020-2021 Fiscal Year End Balance Update</b></p>	<p><b>4. Other</b></p> <p><b>D. School Based Health Centers Update</b></p> <p><b>E. Mask Update</b></p> <p><b>F. 2020-2021 Fiscal Year End Balance Update</b></p>
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	<ul style="list-style-type: none"><li>• Mr. Giovannone said this memo dovetails with the budget position. The impact of the COVID environment is shown in the size of the year end balance which is higher than in a normal year.</li><li>• Mrs. Faulenbach said we are fortunate to have it. It allows for reinvestment of taxpayer dollars for use for local COVID, capital reserve, roof project, etc. without a supplemental appropriation.</li></ul>	
9.	<b>Adjourn</b>  <b>Mr. McCauley moved to adjourn the meeting at 8:45 p.m., seconded by Mrs. Monaghan.</b>  <b>The motion passed unanimously.</b>	<b>Adjourn</b>  <b>Motion made and passed unanimously to adjourn the meeting at 8:45 p.m.</b>

Respectfully submitted:



Tammy McInerney  
Assistant Secretary  
New Milford Board of Education



**New Milford Board of Education  
Special Meeting Minutes  
August 10, 2021  
Sarah Noble Intermediate School Library Media Center**

**Page 1**

<b>Present:</b>	Mrs. Wendy Faulenbach Mr. Pete Helmus Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Olga I. Rella
<b>Absent:</b>	Mr. Joseph Failla Mrs. Eileen Monaghan

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NEW MILFORD, CT

<b>Also Present:</b>	Ms. Alisha DiCorpo, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Mr. Anthony Giovannone, Director of Operations and Fiscal Services Mrs. Catherine Gabianelli, Human Resources Director Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Nestor Aparicio, Assistant Director of Facilities Ms. Jamie Terry, Technology Director Mrs. Anne Bilko, Sarah Noble Intermediate School Principal Dr. Chris Longo, Schaghticoke Middle School Principal Mr. Eric Williams, Hill and Plain Elementary School Principal Attorney Dennis Durao, Karsten & Tallberg, LLC Attorney Michael McKeon, Pullman Comley LLC
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<b>1.</b>	<b>Call to Order</b>	<b>Call to Order</b>
<b>A.</b>	<b>Pledge of Allegiance</b>  The special meeting of the New Milford Board of Education was called to order at 7:00 p.m. by Mrs. Faulenbach. The Pledge of Allegiance immediately followed.	<b>A. Pledge of Allegiance</b>
<b>2.</b>	<b>Public Comment</b>  <ul style="list-style-type: none"> <li>Mrs. Faulenbach said public comment is limited to items on the agenda usually but it is in the Board Chair's purview to open it up to other items. She will do so tonight and asks speakers to limit themselves to 5 minutes.</li> <li>Daniella Tompos called on the Board to reevaluate their COVID procedures for schools. She said she believes that the masks are causing</li> </ul>	<b>Public Comment</b>

	more harm to children than the virus and that current actions are contrary to the district's mission statement.	
<b>3.</b>	<p><b>Superintendent's Report</b></p> <ul style="list-style-type: none"> <li>• Ms. DiCorpo said the Governor has stated that information on statewide school mask policies will be issued before the start of the upcoming school year. It is important to note that the Governor's Executive order is still in effect. Therefore masks are required in all school buildings until September 30th. If that guidance is to change prior to the start of the school year, Ms. DiCorpo will send an update. The mask exemption has not changed.</li> <li>• Ms. DiCorpo said her return to school letter to parents will include the updated plan to reopen and will be released on or about August 18th.</li> <li>• She provided clarification on student spacing: three feet spacing in classrooms. We still must contact trace. The quarantine period will be discussed with our Health Director, Ms. Morrissey, and Ms. DiCorpo is hopeful to release that guidance in her plan on the 18th.</li> <li>• Remote Learning: Generally, there is no remote learning for 2021-22 Statewide. There will be a plan for students who must isolate or quarantine involving an asynchronous google classroom.</li> <li>• For medically complex students, we will follow the Homebound Instruction process to determine the needs of individual students.</li> <li>• Walkthroughs are scheduled for the week of August 16th with administrators as well as Ms. Morrissey and our Facilities Director so that we are positioned to start school safely.</li> <li>• We will be surveying K-6 students and staff on screening testing on Wednesday in order to determine if we are interested as a district to report to the State. No decision has been made.</li> <li>• A survey of parents will also be conducted regarding bus transportation, for planning</li> </ul>	<b>Superintendent's Report</b>

	<p>purposes. That will come in the back-to-school letter from the school principals.</p> <ul style="list-style-type: none"> <li>• Ms. DiCorpo will be meeting with the PTO President tomorrow to discuss collaboration on upcoming events in our schools.</li> <li>• New Teacher Orientation began today and will run through Thursday. We have over 30 new staff in attendance.</li> <li>• The Admin Retreat will be held next Monday and Tuesday.</li> <li>• Convocation planning is taking place; we are reviewing COVID mitigation strategies regarding location. Convocation will be held on August 23 and all Board members are invited to attend.</li> <li>• Freshman Orientation information will be coming out shortly from NMHS. This wonderful opportunity for all incoming freshmen is scheduled on Wednesday, August 18, starting at 10:00 a.m. in the theater. Masks will be worn by all attendees and social distancing will be maintained. While parents and guardians will not be attending, a video will be recorded and released addressing some FAQs regarding NMHS.</li> <li>• Strategic planning will begin in September.</li> <li>• The Feasibility Study is almost done and will be presented to the Board in September along with the Enrollment Study.</li> <li>• School based health centers are coming along and will be discussed further tonight.</li> <li>• The district will be partnering with the New Milford Department of Health to provide flu clinics on site for staff and students.</li> </ul>	
<b>4.</b>	<p><b>Board Chairman's Report</b></p> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said she and Ms. DiCorpo touched base today to collaborate on items to be reported and most have already been covered in Ms. DiCorpo's report.</li> <li>• She thanked the Board members for attending</li> </ul>	<b>Board Chairman's Report</b>

	the special meeting to help move along many timely items. The regular monthly meeting is next Tuesday.	
5.	<p><b>Discussion and Possible Action</b></p> <p><b>A. Discussion of the following:</b></p> <ol style="list-style-type: none"> <li>1. Pending litigation and related strategy pertaining to a claim filed with the CHRO by a former employee of the Board alleging discriminatory and retaliatory conduct;</li> <li>2. A personnel issue pertaining to the terms of employment, including duties, performance and compensation, of a Central Office staff member;</li> <li>3. A proposal from the Connecticut Institute for Communities and the Board legal counsel's written opinion and/or drafts of proposed contracts pertaining to same; and</li> <li>4. Reports and statements of status and/or strategy pertaining to collective bargaining.</li> </ol> <p>Executive session is anticipated. The Board may take action when it returns to public session.</p> <p>Mrs. McInerney moved that the Board enter into Executive Session for the following purposes: 1) discussing pending litigation and related strategy pertaining to a claim filed with the CHRO by a former employee of the Board alleging discriminatory and retaliatory conduct; 2) discussing a personnel issue pertaining to the terms of employment, including duties, performance and compensation, of a Central Office staff member; 3)</p>	<p><b>Discussion and Possible Action</b></p> <p><b>A. Discussion of the following:</b></p> <ol style="list-style-type: none"> <li>1. Pending litigation and related strategy pertaining to a claim filed with the CHRO by a former employee of the Board alleging discriminatory and retaliatory conduct;</li> <li>2. A personnel issue pertaining to the terms of employment, including duties, performance and compensation, of a Central Office staff member;</li> <li>3. A proposal from the Connecticut Institute for Communities and the Board legal counsel's written opinion and/or drafts of proposed contracts pertaining to same; and</li> <li>4. Reports and statements of status and/or strategy pertaining to collective bargaining.</li> </ol> <p>Executive session is anticipated. The Board may take action when it returns to public session.</p> <p>Motion made and passed unanimously that the Board enter into Executive Session for the following purposes: 1) discussing pending litigation and related strategy pertaining to a claim filed with the CHRO by a former employee of the Board alleging discriminatory and retaliatory</p>

<p>discussing a proposal from the Connecticut Institute for Communities and the Board legal counsel's written opinion and/or drafts of proposed contracts pertaining to same; and 4) reports and statements of status and/or strategy pertaining to collective bargaining; and to further move that Attorney Dennis Durao and Human Resources Director Cathy Gabianelli be invited to join the Board in Executive Session for the discussion of pending litigation; Director of Fiscal Services and Operations Anthony Giovannone for the discussion of reports and statements of status and/or strategy pertaining to collective bargaining; and that Superintendent Alisha DiCorpo and Attorney Michael McKeon be invited to join the Board in Executive Session for all four matters, seconded by Mrs. Rella.</p> <p>The motion passed unanimously.</p> <p>The Board entered executive session at 7:16 p.m.</p> <p>Attorney Durao and Mrs. Gabianelli left executive session at 7:39 p.m.</p> <p>Mr. Giovannone entered executive session at 8:03 p.m. and left at 8:23 p.m.</p> <p>The Board returned to public session at 8:44 p.m.</p> <p>Mrs. Rella moved that the Board authorize the Board Chair, the Superintendent of Schools, and the Board's legal counsel to negotiate on behalf of the Board with the Connecticut Institute for Communities, Inc. and with the Town of New Milford regarding the proposed school health-site services and the contracts relating to same on the terms discussed in Executive Session, seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p>	<p>conduct; 2) discussing a personnel issue pertaining to the terms of employment, including duties, performance and compensation, of a Central Office staff member; 3) discussing a proposal from the Connecticut Institute for Communities and the Board legal counsel's written opinion and/or drafts of proposed contracts pertaining to same; and 4) reports and statements of status and/or strategy pertaining to collective bargaining; and to further move that Attorney Dennis Durao and Human Resources Director Cathy Gabianelli be invited to join the Board in Executive Session for the discussion of pending litigation; Director of Fiscal Services and Operations Anthony Giovannone for the discussion of reports and statements of status and/or strategy pertaining to collective bargaining; and that Superintendent Alisha DiCorpo and Attorney Michael McKeon be invited to join the Board in Executive Session for all four matters.</p> <p>Motion made and passed unanimously that the Board authorize the Board Chair, the Superintendent of Schools, and the Board's legal counsel to negotiate on behalf of the Board with the Connecticut Institute for Communities, Inc. and with the Town of New Milford regarding the proposed school health-site services and the contracts relating to same on the terms discussed in Executive Session.</p>
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<p><b>B.</b></p>	<p><b>Policy for Approval</b></p> <p><b>1. 1324 Fundraising by Students</b></p> <ul style="list-style-type: none"> <li>• Mrs. Rella said she has a concern with 1324(c) #3 which states that donated monies and items shall become the property of the New Milford Board of Education. She wanted it made clear that any monies raised are for the fundraising organization's use and remain theirs to use in the future.</li> <li>• Ms. DiCorpo said this revision and forms will allow better analysis of what is coming in as well as follow up. Monies will stay in the organization's activity account; there is no statute of limitations. Ms. DiCorpo said this is further clarified in #8 which states that the Director of Finance will ensure appropriate accounting procedures and that funds are held until such time as they are spent for their stated purpose. This allows the district to track any unused funds too, so they are taken into account before additional fundraisers are held.</li> <li>• Mrs. Rella said you can never predict the success of a fundraiser until it is all over. Sometimes they raise more than anticipated, sometimes less.</li> <li>• Mrs. McInerney said, on the other side, organizations should not fundraise just for the sake of fundraising. There should be a specific goal so that there are not lots of leftover funds.</li> <li>• Mrs. Rella thinks additional language should be added to spell out that monies stay in the original account regardless.</li> <li>• Ms. DiCorpo said every fundraiser has an ID which acts as a tracer so it is easy to follow.</li> <li>• Mrs. Faulenbach suggested legal be consulted to see how best to add language for clarity and to memorialize internal processes to the public. She said if not in this policy, then perhaps through an accompanying regulation. She is hopeful this can be done before the policy is presented at the next meeting on August 17.</li> </ul>	<p><b>B. Policy for Approval</b></p> <p><b>1. 1324 Fundraising by Students</b></p>
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	<ul style="list-style-type: none"> <li>• Mrs. Rella asked if #4 restricts the use of businesses to host fundraisers.</li> <li>• Mrs. Faulenbach said it does not, just clarifies that it doesn't imply endorsement.</li> <li>• Mrs. Rella said she is concerned about the forms too, since they are more complicated and sometimes students fill them out.</li> <li>• Ms. DiCorpo said all forms need to be signed by the advisor to the activity, not students.</li> <li>• Mr. Helmus asked what amount of money is sitting in accounts now. Mr. Giovannone said he did not have that information available for the meeting.</li> <li>• Ms. DiCorpo said they looked prior to the meeting to see if they could identify any trends over the past few years but it was complicated by COVID. This revision will make it clearer to manage going forward.</li> <li>• Mr. Helmus asked if it will affect existing funds.</li> <li>• Mr. Giovannone said no, it won't affect existing balances in accounts but it will bring further clarity going forward, especially with crowdsourcing, which has not been approved previously.</li> <li>• Mrs. Rella asked that the typos in the spelling of fundraiser be corrected for the final copy.</li> </ul>	
<b>C.</b>	<b>Policies for Second Review</b> <ol style="list-style-type: none"> <li><b>1. 1325 Advertising and Promotion</b></li> <li><b>2. 3240 Tuition Fees</b></li> <li><b>3. 3260 Sales &amp; Disposal of Books, Equipment &amp; Supplies</b></li> </ol> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said these policies will go back to the Policy subcommittee in September for final review and then to the September full Board for approval.</li> </ul>	<b>C. Policies for Second Review</b> <ol style="list-style-type: none"> <li><b>1. 1325 Advertising and Promotion</b></li> <li><b>2. 3240 Tuition Fees</b></li> <li><b>3. 3260 Sales &amp; Disposal of Books, Equipment &amp; Supplies</b></li> </ol>
<b>D.</b>	<b>Review and Approval of Curricula</b> <ol style="list-style-type: none"> <li><b>1. Health Grade 6</b></li> <li><b>2. Health Grade 7</b></li> <li><b>3. Health Grade 8</b></li> </ol>	<b>D. Review and Approval of Curricula</b> <ol style="list-style-type: none"> <li><b>1. Health Grade 6</b></li> <li><b>2. Health Grade 7</b></li> </ol>

<ol style="list-style-type: none"> <li>4. Developmental Guidance Grade 3</li> <li>5. Developmental Guidance Grade 4</li> <li>6. Developmental Guidance Grade 5</li> <li>7. AP Computer Science</li> <li>8. Intro to Programming</li> <li>9. Personal Finance I</li> <li>10. Accounting II</li> <li>11. Plant Science I</li> <li>12. Plant Science II</li> <li>13. AP World History</li> <li>14. Forensic Psychology</li> <li>15. History Through Film</li> <li>16. Literature and Media Studies</li> <li>17. Algebra I CP</li> <li>18. Algebra I Honors</li> <li>19. Advanced Chorus</li> <li>20. Chorus 9-12</li> </ol> <ul style="list-style-type: none"> <li>• Mrs. Faulenbach said if the Board would like more time to review these curricula, they could be moved to the BOE regular meeting of August 17. The consensus was that the Board was ready for approval.</li> </ul> <p><b>Mr. Helmus moved to approve the following curriculum:</b></p> <ol style="list-style-type: none"> <li>1. Health Grade 6</li> <li>2. Health Grade 7</li> <li>3. Health Grade 8</li> <li>4. Developmental Guidance Grade 3</li> <li>5. Developmental Guidance Grade 4</li> <li>6. Developmental Guidance Grade 5</li> <li>7. AP Computer Science</li> <li>8. Intro to Programming</li> <li>9. Personal Finance I</li> <li>10. Accounting II</li> <li>11. Plant Science I</li> <li>12. Plant Science II</li> <li>13. AP World History</li> <li>14. Forensic Psychology</li> <li>15. History Through Film</li> <li>16. Literature and Media Studies</li> </ol>	<ol style="list-style-type: none"> <li>3. Health Grade 8</li> <li>4. Developmental Guidance Grade 3</li> <li>5. Developmental Guidance Grade 4</li> <li>6. Developmental Guidance Grade 5</li> <li>7. AP Computer Science</li> <li>8. Intro to Programming</li> <li>9. Personal Finance I</li> <li>10. Accounting II</li> <li>11. Plant Science I</li> <li>12. Plant Science II</li> <li>13. AP World History</li> <li>14. Forensic Psychology</li> <li>15. History Through Film</li> <li>16. Literature and Media Studies</li> <li>17. Algebra I CP</li> <li>18. Algebra I Honors</li> <li>19. Advanced Chorus</li> <li>20. Chorus 9-12</li> </ol> <p><b>Motion made and passed unanimously to approve the following curricula:</b></p> <ol style="list-style-type: none"> <li>1. Health Grade 6</li> <li>2. Health Grade 7</li> <li>3. Health Grade 8</li> <li>4. Developmental Guidance Grade 3</li> <li>5. Developmental Guidance Grade 4</li> <li>6. Developmental Guidance Grade 5</li> <li>7. AP Computer Science</li> <li>8. Intro to Programming</li> <li>9. Personal Finance I</li> <li>10. Accounting II</li> <li>11. Plant Science I</li> <li>12. Plant Science II</li> </ol>
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	<p>17. Algebra I CP  18. Algebra I Honors  19. Advanced Chorus  20. Chorus 9-12</p> <p>Seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p> <p><b>E. Communications Associate</b></p> <ul style="list-style-type: none"> <li>Mrs. Faulenbach said background for this request was provided in the Board packet. She said they will be reviewing this with the bargaining unit to make sure all ducks are in a row, so to speak, and will plan to bring it back to the Board in September.</li> </ul> <p><b>F. SNIS Oil Tank</b></p> <ul style="list-style-type: none"> <li>Mr. Aparicio said BL is working on a new design. There was a concern about prevailing wage and its effect on the application for state reimbursement, but it is not required for this project since it is below \$100,000. Right now, a November removal is planned subject to weather conditions.</li> </ul>	<p>13. AP World History  14. Forensic Psychology  15. History Through Film  16. Literature and Media Studies  17. Algebra I CP  18. Algebra I Honors  19. Advanced Chorus  20. Chorus 9-12</p> <p><b>E. Communications Associate</b></p> <p><b>F. SNIS Oil Tank</b></p>
<b>6.</b>	<p><b>Items for Information and Discussion</b></p> <p><b>A. Regulations for Review:</b></p> <ol style="list-style-type: none"> <li>1325 Advertising and Promotion</li> <li>4118.113/4218.113 Title IX Sexual Harassment</li> <li>5145.7 Procedures for Reports and Complaints of Sexual Harassment of Students</li> </ol> <ul style="list-style-type: none"> <li>Mrs. Faulenbach said the Board does not approve regulations. She asked for any questions or concerns. There were none.</li> </ul> <p><b>B. Boys' Volleyball Proposal</b></p>	<p><b>Items for Information and Discussion</b></p> <p><b>A. Regulations for Review:</b></p> <ol style="list-style-type: none"> <li>1325 Advertising and Promotion</li> <li>4118.113/4218.113 Title IX Sexual Harassment</li> <li>5145.7 Procedures for Reports and Complaints of Sexual Harassment of Students</li> </ol> <p><b>B. Boys' Volleyball Proposal</b></p>

	<ul style="list-style-type: none"> <li>• Mrs. Faulenbach said there is information on this proposal in the Board packet. It is being presented now as it has budgetary impact if pursued.</li> <li>• Ms. DiCorpo said that Mr. Lipinsky was approached by a few boys regarding the establishment of a Boys' Volleyball team. There is no policy on this procedure. She contacted legal who suggested a process and she and Mr. Lipinsky based the proposal on those guidelines. The plan is to survey students and, if there is sufficient interest, bring</li> <li>• it to the Board for consideration in the budget for the 2022-23 school year. Cost estimates are included for transparency, with the first year estimated at \$9,000.</li> <li>• In addition, Ms. DiCorpo said she is considering adding a capital section to the upcoming budget proposal to the Board for athletics and perhaps band.</li> <li>• Mrs. Faulenbach says she loves the idea of a capital athletic line. She personally supports the volleyball initiative as long as it is clear that it may not make it through the full budget process. Presenting it now gives everyone time to explore it fully.</li> <li>• Mr. Helmus asked if the availability of indoor facilities would become an issue in the spring in the event of inclement weather. Ms. DiCorpo said she would follow up with Mr. Lipinsky.</li> <li>• Mrs. McInerney said she looks forward to seeing the survey results.</li> <li>• Mr. McCauley and Mrs. Rella both said they support the proposal.</li> </ul>	
<b>C. ESSER III Grant</b>	<ul style="list-style-type: none"> <li>• Ms. DiCorpo said the ESSER III grant application is due August 16. The cabinet has spent many hours determining needs through data review. Mr. Giovannone has provided a detailed chart for the Board.</li> </ul>	<b>C. ESSER III Grant</b>

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|  | <ul style="list-style-type: none"><li>• Mrs. Rella asked if the referenced year one is 2022-23 and Ms. DiCorpo said that is correct.</li><li>• Mrs. McInerney asked if the chart's first block represents filled positions. Ms. DiCorpo said yes, in most cases. There are a few openings but they are almost complete. The funding for these positions starts in ESSER II and moves forward into ESSER III, so they are three year positions total. After that, if their value has been asserted, they will need to be funded from the operating budget.</li><li>• Ms. DiCorpo said new in ESSER III are a Career Readiness Coordinator for the district, a Nurse Supervisor, SPED Consultation and Child Find, and School Based Health Center (SBHC) medical phase-in costs.</li><li>• Mrs. Rella asked if the Nurse Supervisor will replace other assistance. Ms. DiCorpo said no, the COVID Liaison person is returning this year. This new position will coordinate with our nurses and the New Milford Department of Health as well as provide other supports.</li><li>• Mrs. Rella asked why Remote Learning Coordinators are still funded since remote learning is not allowed this year.</li><li>• Ms. DiCorpo said they will still be needed for situations requiring isolation and quarantine.</li><li>• Mrs. McInerney asked if the SBHC funding is specific to the medical piece. Ms. DiCorpo said that is correct, with the exception of the secretarial support which will cover all areas.</li><li>• Mrs. Faulenbach asked what year these items may impact the operating budget.</li><li>• Mr. Giovannone said the first year would be in 2024-25.</li><li>• Mrs. Rella asked how the two schools were chosen for SBHCs.</li><li>• Mr. Aparicio said they toured the schools with the SBHC Director and these two schools require the least amount of work to get up and running since they are able to use spaces previously set up as nurse offices.</li></ul> |  |
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<b>D.</b>	<p><b>ESG/NV5 Solar Update</b></p> <ul style="list-style-type: none"> <li>• Mr. Aparicio referenced the memo included in the Board packet. He said additional ZRECs were awarded for solar at NMHS, NES and SMS. The Board is not committed to these projects but now they are at least an option. They would require an amendment to the current contract or a new contract. The earliest these would be considered would be in 2023. This is the very preliminary stage of discussion.</li> <li>• Ms. DiCorpo asked Mr. Aparicio to provide an updated project schedule to the Board.</li> <li>• Mrs. Faulenbach said that would be helpful to see before considering any new projects.</li> <li>• Mr. Helmus asked if the discussion would go to the Facilities Subcommittee first.</li> <li>• Mr. McCauley said he would add it to the agenda.</li> </ul>	<p><b>D. ESG/NV5 Solar Update</b></p>
<b>7.</b>	<p><b>Adjourn</b></p> <p><b>Mrs. Rella moved to adjourn the meeting at 9:42 p.m., seconded by Mrs. McInerney.</b></p> <p><b>The motion passed unanimously.</b></p>	<p><b>Adjourn</b></p> <p><b>Motion made and passed unanimously to adjourn the meeting at 9:42 p.m.</b></p>

Respectfully submitted:



Tammy McInerney  
Assistant Secretary  
New Milford Board of Education

## FOR APPROVAL

*COMMENTARY: The suggested changes below are for clarity and also to better align this policy with recommended changes to the Board's general policy on school fundraisers – 3281 – as well as the Board's gifts policy. The Board has discretion to regulate fundraisers as it sees fit. Additional language added following August 10, 2021 Board meeting.*

1324(a)

### Community Relations

#### ~~Fund-Raising~~ Fundraising by Students

While the Board of Education is committed to securing and allocating sufficient resources to ensure that all New Milford Public School students receive appropriate school programming, the Board recognizes that fundraising allows students, teachers and organizations to procure supplemental funding for specific projects and programs that may greatly enhance the educational experiences of New Milford Public School students. Accordingly, the Board of Education permits and will accept funds raised by students so long as the rules and procedures set forth in this policy and its accompanying administrative regulations are strictly adhered to.

~~Fund-raising shall be authorized under conditions that do not conflict with instructional programs. Fund-raising refers to the raising of non-appropriated funds for the educational benefit of students and their school funds.~~

~~Fund-raising~~ Fundraising activities shall be permitted by students attending middle and high school, provided such activities are approved in writing and carefully monitored and regulated by the school Principal or a designee. Elementary schools may not conduct any sales campaign, project, or other process which requires, encourages, or otherwise promotes the utilization of students in door-to-door solicitation.

Each Principal shall develop and maintain a list of all approved ~~fund-raising~~ fundraising activities operating within his or her school and report all activities to the Superintendent pursuant to procedures issued by the Superintendent.

The Superintendent will furnish the Board of Education with an up-to-date listing of all ~~fund-raising~~ fundraising activities being conducted in the schools during the Superintendent's Report portion of all regularly scheduled Board meetings.

#### ~~Fund-Raising~~ Fundraising In and For The Schools

It is the responsibility of the Board to control ~~fund-raising~~ fundraising activities which involve the students in the New Milford school system.

## Community Relations

### ~~Fund-Raising~~ Fundraising by Students

Any school-based organizations, including parent/teacher groups and organizations, wishing to engage in a ~~fund-raising~~ fundraising activity, must have prior approval from the applicable school Principal. principal or designated Central Office administrator.

The following guidelines shall apply when a school Principal considers a fund-raising activity for approval:

- ~~The gift or donation for which the fund-raiser is held shall be of sufficient benefit to the school and/or students to justify the fund-raising activity.~~
- ~~The anticipated gift or donation shall not supplant an item which had been part of the normal operational budget within the previous two fiscal years, nor the Board's responsibility for educational funding.~~
- ~~The mechanics and procedures of fund-raising shall not be an unacceptable burden to school staff members nor subject the school to any significant risks or responsibilities in handling funds.~~
- ~~Fund raisers which involve students through their class, school club or group shall be supervised by a staff member who, along with the school Principal, accepts the responsibility for the mechanics and procedures of the fund-raiser.~~
- ~~The number of fund-raising activities per school year shall not be excessive, and shall be appropriate to the school environment.~~
- ~~Requests for fund-raising activities shall be directed to the office of the school Principal on the appropriate form (1324) for approval. The school Principal shall maintain a copy of all request forms and forward a copy of approved request forms to the Office of the Superintendent.~~
- ~~Students in grades K-5 shall not be asked to solicit outside of their home.~~
  1. The proposed fundraising campaign has a purpose that is consistent with the mission and goals of the New Milford Public Schools and will not be inappropriate or harmful to the best interests of students;
  2. The proposed fundraising campaign meets the requirements set forth in this policy and its accompanying administrative regulations;

## Community Relations

### ~~Fund-Raising~~ Fundraising by Students

3. The proposed fundraising campaign's request narrative and/or supporting advertisements explicitly state that donated monies and items shall remain in the applicable school-based organization's activity account until such time as they are utilized by the organization;
4. The proposed fundraising campaign will not imply endorsement of any business or product;
5. The money or items/supplies to be collected pursuant to the proposed fundraising campaign will be used in a manner consistent with District-approved curriculum;
6. The money or items/supplies to be collected pursuant to the proposed fundraising campaign will not result in undesirable or hidden costs to the District;
7. The money or items/supplies to be collected pursuant to the proposed fundraising campaign will not restrict future District action;
8. Where fundraising proceeds are in the form of monetary funds, such funds shall remain in the applicable school-based organization's activity account until such time as they are utilized by the organization. The organization shall ensure that appropriate accounting procedures are utilized and that such funds are held until such time as they are spent for their stated purpose;
9. Where the proposed fundraising campaign seeks items or supplies the proposal appropriately establishes that the requested items or supplies:
  - a. Can be safely utilized by District students and staff;
  - b. Will be fully compatible with existing equipment, programs and/or materials;
  - c. Will not require the District to dedicate significant amounts of money or time for installation or maintenance; and
  - d. May be appropriately incorporated into District-approved curriculum;
10. Where the proposed fundraising campaign seeks technology related items the proposal appropriately establishes that the District's Director of Information Technology has confirmed that the requested technology is appropriately compatible with the District's technology infrastructure;

## Community Relations

### ~~Fund-Raising~~ Fundraising by Students

11. The proposed fundraising campaign has a specific, pre-determined beginning and ending date;
12. The gift or donation for which the fund-raiser is held shall be of sufficient benefit to the school and/or students to justify the fund-raising activity;
13. The mechanics and procedures of the fundraising activity shall not pose an unacceptable burden to school staff members nor subject the school to any significant risks or responsibilities in handling funds;
14. Fund-raisers which involve students through their class, school club or group shall be supervised by a staff member who, along with the school Principal, accepts the responsibility for the mechanics and procedures of the fund-raiser;
15. The number of fund-raising activities per school year shall not be excessive, and shall be appropriate to the school environment;
16. Students in grades K-5 shall not be asked to solicit funds or sell merchandise outside of their home;
17. The proposed fundraising campaign will not be in conflict with state or federal law or Board of Education policy.

(cf. 3280 – Gifts to the School)

(cf. 3281 – School Fundraisers)

Policy adopted:	May 7, 2001
Policy revised:	June 9, 2009
Policy reviewed:	October 15, 2013
Policy reviewed:	June 4, 2019

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut



**RECOMMENDED FOR REVISION AND  
APPROVAL AT INITIAL BOARD PRESENTATION**

Language in **RED** constitutes an addition

*COMMENTARY: Public Act No. 21-1 made recreational cannabis legal in Connecticut. The Act contained some provisions specific to schools including a provision specifically prohibiting the use of cannabis products in school buildings and on school grounds as well as language prohibiting smoking of any type (tobacco, vaping, cannabis, etc.) in a school building or on school grounds regardless of whether school is in session.*

**1331(a)**

## **Community Relations**

### **Smoking**

The Board of Education is convinced, on the basis of substantial scientific and medical evidence, that smoking poses a serious hazard to the health of smokers and non-smokers alike. In addition, the Board believes that a school system, as an institution committed to the positive growth and development of young people that it serves.

For the purpose of this policy, the term “smoking” includes the use of vapor products and electronic devices that simulate smoking by delivering nicotine, **cannabis** or other substances by the inhalation of a vapor **as well as the lighting or carrying of a lighted cigarette, cigar, pipe or similar device regardless of the content of the cigarette, cigar, pipe or similar device.**

### **Students**

There shall be no smoking or any other unauthorized use of tobacco **and/or cannabis** by students in any school building or school vehicle at any time, or on any school grounds or at any time when the student is subject to the supervision of designated school personnel, such as when the student is at any school function, extracurricular event, field trip, or school related activity such as a work-study program.

An ongoing program of student support and counseling will be offered to provide support for students who wish to break the smoking habit.

### **Staff and Public**

It is the policy of the Board of Education, consistent with Connecticut General Statutes, to prohibit smoking **both** within school buildings **or otherwise on school grounds** at all times, ~~and to prohibit smoking on school grounds while school is in session or student activities are conducted.~~ Breaks by employees to smoke or use tobacco products are considered recreational activities. If an employee takes a break from work to smoke or use tobacco products or leaves school grounds at any time for any reason other than district business, including to smoke or use tobacco products, he/she will not be considered to be acting within the normal course and scope of employment.

## Community Relations

### Smoking

Legal Reference: 20 U.S.C. §§ 7181-7184 The Pro Children Act of 2001

Connecticut General Statutes: 19a-342 Smoking prohibited in certain places. Signs required. Penalties.

19a-342 Use of electronic nicotine delivery system or vapor product prohibited. Exceptions. Signage required. Penalties.

2 la-242 Schedules of controlled substances.

53-198 No smoking on buses

14-275c-2 Regulations of Department of Transportation

Public Act 21-1, An Act Concerning Responsible and Equitable Regulation of Adult-Use Cannabis

Policy adopted: May 7, 2001  
Policy revised: December 10, 2002  
Policy revised: June 9, 2009  
Policy reviewed: October 15, 2013  
Policy revised: October 14, 2014

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut

**RECOMMENDED FOR REVISION AND  
APPROVAL AT INITIAL BOARD PRESENTATION**

Language in **RED** constitutes an addition

*COMMENTARY: Public Act 21-2 – also known as “The Crown Act” -- makes it illegal for all Connecticut employers with three or more employees – including boards of education – to discriminate against employees and job applicants on the basis of ethnic traits historically associated with race, including but not limited to hair texture and protective hair styles. The Act defines “race” and “protective hair styles” as set out below. Pregnancy has been added to the policy as a specific protected category in keeping with Conn. Gen. Stat. § 46a-51(17) which defines “discrimination on the basis of sex” to include pregnancy.*

**4111.1(a)**

**4211.1(a)**

## **Personnel – Certified/Non-Certified**

### **Equal Employment Opportunity**

The New Milford Board of Education provides equal employment opportunities for all employees and applicants for employment. All employment decisions are made without regard to race, color, sex (**including pregnancy**), religion, national origin, sexual orientation, gender identity or expression, disability, marital status, age, ancestry, genetic information, veteran status, or any other basis prohibited by local, state and federal laws. Employment decisions include, but are not limited to, recruitment, hiring, promotion, transfer, compensation, benefits, training, layoff and termination.

**“Race” is inclusive of ethnic traits historically associated with race, including, but not limited to, hair texture and protective hairstyles. “Protective hairstyles” includes, but is not limited to, wigs, hairwraps and hairstyles such as individual braids, cornrows, locs, twists, Bantu knots and afro puffs.”**

The school district hires people based on their qualifications for the position being filled by virtue of job related standards of suitability. Unless provided otherwise by contract, the school district’s promotional decisions are based upon an employee’s performance and qualifications as they relate to the new responsibilities.

Reasonable accommodations shall be available to disabled employees in a manner consistent with state and federal law. Pre-employment inquiries shall be made only regarding an applicant’s ability to perform job-related functions. Medical records shall be kept separate from other employee information and shall be treated confidentially in accordance with applicable state and federal law.

Any employee or applicant who feels there has been a violation of this policy should bring the matter to the immediate attention of the Building Principal or the Title IX Coordinator, unless the Title IX Coordinator is the subject of the complaint, in which case it should be brought to the Superintendent. Any staff member or administrator who receives a complaint should bring the matter to the immediate attention of the Title IX Coordinator, unless he or she feels the Title IX Coordinator is the inappropriate person to handle the matter under the particular circumstances, in which case, it should be brought to the attention of the Superintendent of Schools.

## **Personnel – Certified/Non-Certified**

### **Equal Employment Opportunity**

The Title IX Coordinator, the Director of Human Resources, may be reached at 50 East Street, New Milford, CT 06776, 860-210-2200.

The Superintendent of Schools is authorized to develop administrative regulations to establish a complaint procedure for reporting violations of this policy. The Title IX Coordinator shall have responsibility for coordinating compliance with this policy and investigating or supervising the investigation of complaints.

A copy of this policy shall be distributed to all present and future employees.

#### **Legal Reference:**

##### **Connecticut General Statutes**

10-153 Discrimination Based on Marital Status

46a-60(a) Connecticut Fair Employment Practices Act

46a-81c Sexual Orientation Discrimination- Employment

R.S.C.A. 46a-54-200 through 46a-54-207

**Public Act 21-2 – An Act Creating a Respectful and Open World for Natural Hair**

##### **United States Code**

20 U.S.C. 1681 Title IX of the Education Amendments of 1972

29 U.S.C. 623 Age Discrimination in Employment Act

29 U.S.C. 794 Section 504 of the Rehabilitation Act of 1973

38 U.S.C. 4301 Uniformed Services Employment and Re-employment Rights Act

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

42 U.S.C. 2000d and 2000e Titles VI and VII of the Civil Rights Act of 1964

42 U.S.C. 12101 Americans with Disabilities Act

29 C.F.R. 1604.11 EEOC Guidelines on Sexual Harassment

Policy adopted:	December 9, 2003	NEW MILFORD PUBLIC SCHOOLS
Policy revised:	November 7, 2005	New Milford, Connecticut
Policy revised:	November 10, 2009	
Policy revised:	June 14, 2011	
Policy revised:	October 11, 2011	
Policy reviewed:	February 24, 2015	

**RECOMMENDED FOR REVISION AND  
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Language in **RED** constitutes an addition

*COMMENTARY: The changes shown below are designed to align this policy with two new 2021 public acts. First, Public Act 21-2 clarified existing law with respect to discrimination in public schools by explicitly identifying “disability” as a protected class status. The changes to the first paragraph in the “Admission” section are meant to track the exact language of the revised statute – Conn. Gen. Stat. § 10-15c. This is a clarifying rather than substantive change in the law.*

*Second, Public Act 21-86, effective July 1, 2021, requires that when a child of a member of the armed forces seeks enrollment in a public school in a town in which such child is not yet a resident, the local or regional board of education shall accept the military orders directing such member to the state or any other documents from the armed forces indicating the transfer of such member to the state as proof of residency.*

*Finally, the reference to school admission upon production of a valid certificate indicating that required immunizations are contraindicated is recommended to better align the policy with Conn. Gen. Stat. § 10-204a which establishes certain exemptions for immunization requirements where such immunizations are medically contraindicated for the child.*

**5111(a)**

## **Students**

### **Admission/Placement/Age of Entrance**

#### **Age of Entrance**

No child shall be admitted to the first grade of the public schools of New Milford **in** any school year unless the child will have attained his sixth birthday by December 31<sup>st</sup> of any school year.

No child shall be admitted to kindergarten in the public schools of New Milford in any school year unless the child will have attained his fifth birthday by December 31<sup>st</sup> of any school year.

#### **Admission**

District schools shall be open to all children five years of age and over who reach age five by December 31<sup>st</sup> of any school year. Each such child shall have, and shall be so advised by the appropriate school authorities, an equal opportunity to participate in the program and activities of the school system without discrimination on account of race, color, sex, **gender identity or expression**, religion, ~~age, marital status,~~ national origin, ~~disability or~~ sexual orientation **or disability**. Exceptions from routine admission may be granted on an individual basis if, in the judgment of the Administrative Team, early entrance will significantly benefit the child without placing him/her at high risk for serious immediate or long-term issues. Parents and those who have the care of children age five to eighteen years of age inclusive who are residents of the Town of New Milford or otherwise entitled to attend the New Milford Public Schools are obligated by Connecticut law to require their children to attend public day school in the district in which such child resides, unless the parent or person having control of such child is able to demonstrate that the child is elsewhere receiving equivalent instruction in the studies taught in the public schools.

## Students

### Admission/Placement/Age of Entrance

The parent or person having legal guardianship of a child five years of age shall have the option of not sending the child to school until the child is six years of age by December 31<sup>st</sup> of any school year. The parent or person having legal guardianship of a child six years of age shall have the option of not sending the child to school until the child is seven years of age by December 31<sup>st</sup> of any school year.

The parent or person having legal guardianship shall exercise such option by personally appearing at the school district office and signing an option form. The district shall provide the parent or person having legal guardianship with information on the educational opportunities available in the school system.

Each child entering the district schools for the first time must present a birth certificate or offer legal evidence of birth data, as well as proof of a recent physical examination and required immunizations or valid certificate indicating that any required immunization is medically contraindicated. If the parents or guardians of any children are unable to pay for such immunizations, the expense of such immunizations shall, upon the recommendation of the Board, be paid by the Town. Proof of residence may also be requested by the building Principal or his/her designee. For purposes of establishing the residency of a child of a member of the armed forces, as defined in Connecticut General Statutes Section 27-103, who is not yet a resident of New Milford, proof of residency for purposes of school enrollment shall include the military orders directing such member to the state or any other documents from the armed forces indicating the transfer of such member to the state.

The parent or person having control of a child seventeen years of age may consent to their child's withdrawal from school. Such parent or person shall personally appear at the school district office and sign a withdrawal form. The withdrawal form shall include an attestation from a guidance counselor or school-based administrator that the school district has provided such parent or person with information on the educational opportunities available in the school system and in the community.

#### Readmission after voluntary withdrawal

If a student voluntarily withdraws from enrollment in school and subsequently seeks readmission within ten (10) school days, the student must be provided school accommodations within three (3) school days after the student seeks readmission. If a student subsequently seeks readmission more than ten (10) school days after terminating, the Board of Education may deny school accommodations for up to ninety (90) school days from the date of the withdrawal.

### Provisions for Special Education

Special education will be provided for children who have attained the age of three and who have been identified as being in need of special education. If a special education student is being considered for an exception, the Planning and Placement Team will make such recommendation and shall inform the administrator in charge of special education.

## Students

### Admission/Placement/Age of Entrance

#### Alternative School Placement

A student enrolling in school who is nineteen years of age or older and cannot acquire a sufficient number of credits for graduation by age twenty-one may be placed in an alternative school program or other suitable educational program.

(cf. 0521 - Nondiscrimination)

(cf. 5112.3 - Ages of Attendance)

(cf. 5141 - Student Health Services)

(cf. 6171 - Special Education)

(cf. 6146 - Graduation Requirements)

Legal References: Connecticut General Statutes

10-15 Towns to maintain schools

10-15c Discrimination in public schools prohibited. School attendance by five-year olds, ~~as amended by PA 97-247~~

10-76a - 10-76g re special education

10-184 Duties of parents

10-186 Duties of local and regional boards of education re school attendance. Hearings. ~~Amended by PA 96-26, An Act Concerning Graduation Requirements and Placement of Older Students~~

Appeals to state board. Establishment of hearing board

10-233a - 10-233f Inclusive; re: suspend, expel, removal of pupils

10-233c Suspension of pupils

10-233d Expulsion of pupils

10-261 Definitions

State Board of Education Regulations

10-76a-1 General definitions (c) (d) (q) (t)

10-76d-7 Admission of student requiring special education (referral)

10-204a Required immunizations (~~as amended by PA 98-243~~)

Policy adopted: June 12, 2001  
 Policy revised: June 12, 2007  
 Policy revised: October 9, 2012

NEW MILFORD PUBLIC SCHOOLS  
 New Milford, Connecticut

**RECOMMENDED FOR REVISION AND  
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*COMMENTARY: Public Act 21-46 provides that a student is allowed to take up to two, non-consecutive “mental health” days per year during which the student attends to the student’s emotional and psychological well-being in lieu of attending school. This requires an amendment to the definition of excused absence as set forth in this policy.*

**5113(a)**

## **Students**

### **Truancy**

### **Attendance**

Classroom learning experiences are the basis for public school education. Time lost from class is lost instructional opportunity. The attendance policy is intended to promote student success.

The New Milford Board of Education requires parents to ensure that their children attend school regularly during the hours and terms the public schools are in session.

Regular attendance at school is not only required by state law, but is an integral component in student success and a matter of self-discipline which will prove important later in life. Class time is an invaluable opportunity for students and teachers to interact with each other and exchange ideas. It is also the forum for a wide range of learning opportunities which cannot be duplicated outside of the classroom. Therefore, in order to avail themselves of the maximum opportunity for learning, students need to be present in each and every class.

The success of a student is determined by the cooperative effort of the student, parents, school, and the community. Failure of these groups to live up to their responsibilities can result in failure for the student. For this reason, responsibilities must be clearly defined and followed.

The procedures and regulations shall be in accordance with Board policy and Connecticut State law. The Superintendent shall insure that administrative procedures and disciplinary actions for student attendance will be contained in each student/parent handbook.

Procedures and regulations shall be maintained and implemented for the schools to provide age-appropriate measures which promote regular and punctual attendance. Schools that share the same grade levels shall have the same procedures and regulations. The procedures and regulations shall clearly define the responsibilities of parents and students regarding attendance in class and school, tardiness, early dismissal, completion of missed work, and other areas which affect the classroom learning experience.

The Principal will give annual written notice to parents/guardian of their obligations according to Connecticut General Statute 10-184. At the beginning of each academic year -- or, in the case of students who enroll during the school year, at the time of enrollment -- the school district will require from the parents/guardians a telephone number where they can be contacted during the school day (i.e. from first bell to dismissal).



## **Students**

### **Truancy**

The official school day, during which all students are the responsibility of the high school, begins when the student either boards a school bus to come to school or otherwise when the student arrives on campus for the day. Students may neither get off the bus prior to arrival at school nor may they leave campus once they have arrived, without prior approval of the Principal or the Principal's designee.

### **Standards**

#### **A. Student Responsibilities**

1. To attend all classes except for reasons stated under "Excused Absence" and to be punctual.
2. To report directly to the Attendance Office or School Office when tardy to school, in accordance with school procedures.
3. To notify teachers of anticipated absence and to make arrangements to make up work promptly upon return from an excused absence. In the case of an extended absence, to seek faculty assistance if needed and to make up work in a reasonable time frame.
4. To communicate with parents, teachers, and/or school administrators any problems related to lack of attendance and/or tardiness to school or any class.
5. To report one's own absences from school or class in accordance with school procedures if one is legally emancipated.

#### **B. Parent Responsibilities:**

1. To communicate and work cooperatively with the school for the benefit of the student.
2. To emphasize the importance of regular attendance and punctuality. To authorize only those absences that are included under "Excused Absence." Also, to make every effort to schedule appointments and vacations outside of school hours.
3. To contact the school regarding an absence or tardy the morning of that absence or tardy.
4. To assist students with arrangements to seek faculty assistance and make up missed work resulting from an absence.

## **Students**

### **Truancy**

#### **C. School Responsibilities:**

1. To take all actions necessary to ensure the success of the student, including parent conferences, counseling, and interaction with the community in making use of community services.
2. To keep accurate attendance records.
3. To notify parents promptly (when parents have not called the school) of all absences whether, for one class or the entire school day.
4. To arrange opportunities for the students to make up missed tests, quizzes and assignments resulting from absences, upon their return to school. In the case of extended absence, to prepare with the student a plan for faculty assistance and an opportunity to make up work in a reasonable time frame.

#### **D. Community Responsibilities:**

1. To realize that the success of students contributes to the success of the community.
2. To encourage regular school attendance as a prerequisite for student employment.
3. To encourage area businesses to refrain from allowing students to congregate during school hours.
4. To encourage medical and dental offices to arrange student appointments outside of school hours.
5. To do all that is possible under current state law to ensure that all students attend school regularly.

### **Definitions**

1. Truant - Shall mean a student age 5-18 inclusive who has four unexcused absences in any one month or ten unexcused absences in one school year.
2. Tardy - A student shall be considered tardy if he/she arrives at class after classes have begun.
3. Absence - any non-attendance of an enrolled student. A student is considered to be in attendance if present at his/her assigned school, or an activity sponsored by the school (e.g. field trip), for at least half of the regular school day.

## Students

### Truancy

4. Disciplinary Absence - an absence that is the result of school or district disciplinary action such as an out-of-school suspension or expulsion. Disciplinary absences are neither excused nor unexcused.
5. Documentation of absence — a written explanation of the nature of and the reason for the absence as well as the length of the absence. This includes a signed note from the student's parent/guardian, a signed note from a school official that spoke in person with the parent/guardian regarding the absence, or a note confirming the absence by the school nurse or by a licensed medical professional, as appropriate. Separate documentation must be submitted for each incidence of absenteeism. Non-English speaking parents/guardians may submit documentation in their native language.
6. Excused Absence - A student's non-attendance from school shall be considered excused if written documentation of the reason for the absence has been submitted within ten school days of the student's return to school or in accordance with Section 10-210 of the Connecticut General Statutes (when the school medical advisor provides notice to a parent or guardian that a student has symptoms of a communicable disease) and meets the following criteria:
  - A. For absences one through nine, a student's absences from school are considered excused when the student's parent/guardian approves such absence and submits appropriate documentation; and
  - B. For the tenth absence and all absences thereafter, a student's absences from school are considered excused for the following reasons:
    1. student illness (all student illness absences must be verified by an appropriately licensed medical professional to be deemed excused, regardless of the length of absence);
    2. up to two (2) “mental health wellness days,” during which a student attends to such student’s emotional and psychological well-being in lieu of attending school, which days may not be taken consecutively;
    3. student's observance of a religious holiday;
    4. death in the student's family or other emergency beyond the control of the student's family;

## Students

### Truancy

5. mandated court appearances (additional documentation required); the lack of transportation that is normally provided by a district other than the one the student attends (no parental documentation is required for this reason); or
  6. extraordinary educational opportunities pre-approved by district administrators and in accordance with Connecticut State Department of Education guidance.
- C. Up to ten absences will be considered excused for students to visit with parents or legal guardians who are active members of the armed forces and have been called to duty for, are on leave from or have immediately returned from deployment to a combat zone or combat support posting. The Board of Education may grant additional excused absences for such purposes.
7. Unexcused absence — Any absence that does not meet the criteria for an excused absence (including proper documentation) or a disciplinary absence.
  8. Dismissal - No school, grade, or class may be dismissed before the regularly scheduled dismissal time without the approval of the Superintendent or his/her designee. No teacher may permit any individual student to leave school prior to the regular hour of dismissal without the permission of the Principal. No student may be permitted to leave school at any time other than at regular dismissal without the approval of the student's parent/guardian. If a court official with legal permission to take custody of a child, or if a police officer arrests a student, the parent/guardian should be notified of these situations by the administration.
  9. Chronically Absent Child - a child who is enrolled in a school under the jurisdiction of the Board and whose total number of absences at any time during a school year is equal to or greater than ten per cent of the total number of days that such student has been enrolled at such school during such school year.

### Attendance

Connecticut state law requires parents to cause their children, ages five through eighteen inclusive, to attend school regularly during the hours and terms the public school is in session. Parents or persons having control of a child five years of age have the option of not sending the child to school until age six or seven. The parent or person having control of a child of age five or six shall exercise such option by personally appearing at the school district office and signing an option form. At such time, school personnel shall provide the parent or person with information on the educational opportunities available in the school system. Mandatory

## **Students**

### **Truancy**

attendance terminates upon graduation or withdrawal with written parent/guardian consent at age seventeen.

Classroom learning experiences are the basis for public school education. Time lost from class is lost instructional opportunity. The Board of Education requires that accurate records be kept of the attendance of each child, and students should not be absent from school without parental knowledge and consent.

Parents and guardians shall be notified when a student has reached nine (9) absences and reminded of the stricter rules that apply to further absences for the remainder of the school year.

The Superintendent of Schools or designee shall periodically audit a small percentage of the documentation provided for student absences in order to ensure general compliance with this policy.

### **Excessive Absences/Truancy**

It is the policy of the Board of Education to monitor school attendance so as to identify students who are truant, and to enlist the cooperation of parents and, when necessary, the juvenile justice system, in order to address the problem when it arises. The following truancy procedures are hereby adopted:

For purpose of these procedures, "Parent" means the parent, guardian or other person having control of a child.

1. Whenever a student in grade K-8 is absent from school on a regularly scheduled school day and no indication has been received by school personnel that the parent or other person having control of the child is aware of the student's absence, school personnel or volunteers under the direction of the building principal shall make a reasonable effort to notify the parent of the student's absence by telephone.
2. When a student is identified as a truant, the Superintendent or his/her designee will conduct a meeting with the parent, the student, if appropriate, and with such school personnel where involvement is determined appropriate. The meeting will occur not later than ten (10) school days after the child's fourth (4th) unexcused absence in a month or the tenth (10th) unexcused absences in a school year and will be for the purpose of reviewing and evaluating the reasons for truancy. In reviewing and evaluating the reasons for the student's truancy, the participants of the meeting should consider the appropriateness of referring the student to the school's [Student Assistance Team] or planning and placement team. At the meeting, school personnel shall be designated to coordinate services with and referrals of children to community agencies providing child and family services if appropriate.

## Students

### Truancy

#### Chronic Absenteeism

The Board will report data to the state regarding the number of students who are truant and chronically absent as required by law. In the event that a school experiences high rates of chronic absenteeism, the Superintendent will form an attendance review team to address the problem. Such attendance review teams may utilize resources developed by the State Department of Education for chronic absenteeism prevention and intervention.

#### Legal References:

##### Connecticut General Statutes

10-184 Duties of parents

10-185 Penalty

10-198a through 10-202 Attendance, truancy - in general

10-220 Duties of boards of Education

10-221 Boards of education to prescribe rules, policies and procedures

46b-149 Child from family with service needs

**Public Act 21-46 An Act Concerning Social Equity and the Health, Safety and Education of Children**

Connecticut State Board of Education Definitions of Excused and Unexcused Absences Adopted June 27, 2012

Connecticut State Board of Education Statewide Definition of Attendance for Public School Districts in Connecticut, Adopted January 2, 2008.

Connecticut State Department of Education's "Guidelines for Implementation of the Definitions of Excused and Unexcused Absences and Best Practices for Absence Prevention and Intervention," April 2013

Policy adopted: June 12, 2001

Policy revised: June 24, 2004

Policy revised: June 12, 2007

Policy revised: June 8, 2010

Policy revised: October 11, 2011

Policy revised: October 9, 2012

Policy revised: October 8, 2013

Policy revised: October 14, 2014

Policy revised: October 13, 2015

Policy revised: September 19, 2017

NEW MILFORD PUBLIC SCHOOLS

New Milford, Connecticut

## Appendix A

NEW MILFORD PUBLIC SCHOOLS  
New Milford, ConnecticutANNUAL NOTIFICATION OF PARENTAL OBLIGATIONS  
UNDER C.G.S. 10-184

Dear (Parent Name),

Connecticut law requires that annually the school district provide you a written notice of your obligations under Connecticut General Statute 10-184. This law requires each parent or guardian of a child five years of age and older and under eighteen years of age to ensure that the child attends school regularly when school is in session unless such parent or other person shows that the child is receiving equivalent instruction elsewhere, or that the child has graduated from high school. Parents or persons having control of a child five or six years of age have the option of not sending the child to school until age six or seven by personally appearing at the school district office and signing an option form. The parent or person having control of a child seventeen years of age may consent to such child's withdrawal from school by signing a withdrawal form at the school district office.

Regular student attendance is essential to the educational process. So that we can inform you if your child is absent without a previous explanation, Connecticut laws also require that we obtain from you a telephone number or other means of contacting you during the school day. Please complete and return the form attached.

Thanks for your cooperation.

Sincerely,

Principal

**RECOMMENDED FOR REVISION AND  
APPROVAL AT INITIAL BOARD PRESENTATION**

Language in **RED** constitutes an addition

*COMMENTARY: Connecticut General Statutes §10-222d amended the definition of bullying as of July 1, 2021 to mean “an act that is direct or indirect and severe, persistent or pervasive, which (A) causes physical or emotional harm to an individual, (B) places an individual in reasonable fear of physical or emotional harm, or (C) infringes on the rights or opportunities of an individual at school.” This definition is more expansive than the existing definition which is shown in the strikethrough text below. Now a single act rather than repeated acts can constitute bullying under the law. We also would recommend several other minor changes to the policy shown below for clarity and consistency.*

**5114(a)**

## **Students**

### **Removal/Suspension/Expulsion**

#### **SECTION I DEFINITIONS**

- A. **"Bullying"** is defined **an act that is direct or indirect and severe, persistent or pervasive, which (A) causes physical or emotional harm to an individual, (B) places an individual in reasonable fear of physical or emotional harm, or (C) infringes on the rights or opportunities of an individual at school.** ~~as (A) the repeated use by one or more students of a written, oral or electronic communication directed at or referring to another student in the school district; or (B) a physical act or gesture by one or more students repeatedly directed at another student in the school district that (1) causes physical or emotional harm to such student or damage to the student's property; (2) places such student in reasonable fear of harm to himself/herself or of damage to his/her property; (3) creates a hostile environment at school for such student; (4) infringes on the rights of such student at school; or (5) substantially disrupts the educational process or the orderly operation of the school.~~ Bullying shall include but not be limited to a written, oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socio-economic status, academic status, physical appearance, or mental, physical developmental or sensory disability or by association with an individual or group who has or is perceived to have one or more of such characteristics.
- B. **"Cyberbullying"** is defined as any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.
- C. **"Dangerous instrument"** means any instrument, article or substance which, under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a motor vehicle and a dog that has been commanded to attack.
- D. **"Days"** is defined as days when school is in session.



## Students

### Removal/Suspension/Expulsion

- E. **"Deadly weapon"** means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon, or metal knuckles.
- F. **"Emergency"** is defined as a situation under which the continued presence of the student in the school imposes such a danger to persons or property or such a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.
- G. **"Exclusion"** is defined as any denial of public school privileges to a student for disciplinary purposes.
- H. **"Expulsion"** is defined as an exclusion from school privileges for more than ten (10) consecutive school days and shall be deemed to include, but not be limited to, exclusion from the school to which such student was assigned at the time such disciplinary action was taken, provided such exclusion shall not extend beyond a period of one (1) calendar year. Such period of exclusion may extend to the school year following the school year in which such exclusion was imposed.
- I. **"Firearm"** means 1) any weapon (including a starter gun) which will or is designed to or may readily be convened to expel a projectile by the action of an explosive; 2) the frame or receiver of any such weapon; 3) any firearm muffler or firearm silencer; or 4) any destructive device. Firearm does not include any antique firearm. For purposes of this definition "destructive device" means any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, missile having an explosive or incendiary charge of more than 1/4 ounce, mine, or device similar to any of the weapons described herein.
- J. **"In-school suspension"** is defined as an exclusion from regular classroom activity for not more than ten (10) consecutive school days, but not an exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed. An in-school suspension may be served in the school that the pupil attends, or in any school building under the jurisdiction of the Board. An in-school suspension may include reassignment to a regular classroom program in a different school in the school district; such reassignment shall not constitute a "suspension" or "expulsion" under this policy.
- K. **"Martial arts weapon"** means a nunchaku, kama, kasari-fundo, octagon sai, tonfa or chinese star.

## Students

### Removal/Suspension/Expulsion

- L. **"Possess"** means to have physical possession or otherwise to exercise dominion or control over tangible property.
- M. **"Removal"** is defined as an exclusion from a classroom for all or part of a single class period, provided such exclusion shall not extend beyond 90 minutes.
- N. **"School sponsored activity"** is defined as any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.
- O. **"Suspension"** is defined as an exclusion from school privileges and/or from transportation services for not more than ten (10) consecutive school days, provided such exclusion shall not extend beyond the end of the school year in which the suspension was imposed.

Suspensions shall be in-school suspensions except the Board of Education may authorize the administration of schools under its direction to impose an out-of-school suspension on any pupil in (1) grades three to twelve, inclusive, if, during the suspension hearing, (A) the administration determines that the pupil being suspended poses such a danger to persons or property or such a disruption of the educational process that the pupil shall be excluded from school during the period of suspension, or (B) the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence of (i) previous disciplinary problems that have led to suspensions or expulsion of such pupil, and (ii) efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies; or (2) grades preschool to two, inclusive, if during the hearing, the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence that such pupil's conduct on school grounds is of a violent or sexual nature that endangers persons.

- P. **"Vehicle"** means a "motor vehicle" as defined in Section 14-1 of the Connecticut General Statutes, snow mobile, any aircraft, or any vessel equipped for propulsion by mechanical means or sail.

### SECTION II REMOVAL FROM CLASS

- A. Each teacher shall have the authority to remove a student from class when such student deliberately causes a serious disruption of the educational process within the classroom, provided that no student shall be removed from class more than six times in any year, nor more than twice in one week unless such student is referred to the building principal, or his/her designee, and granted an informal hearing as set forth in section IV C of this policy.

## **Students**

### **Removal/Suspension/Expulsion**

- B.** Whenever any teacher removes a student from the classroom, such teacher shall send the student to a designated area and shall immediately inform the building principal or his/her designee as to the name of the student against whom such disciplinary action was taken and the reason therefore.

### **SECTION III STANDARDS GOVERNING SUSPENSION AND EXPULSION**

- A.** Conduct on school grounds or at a school sponsored activity may be cause for suspension when such conduct:
1. Violates a publicized policy; or
  2. Seriously disrupts the educational process; or
  3. Endangers persons or property.
- B.** Conduct off school grounds below may be cause for suspension when such conduct:
1. Violates a publicized policy of the Board and;
  2. Seriously disrupts the educational process.
- C.** Conduct on school grounds or at a school sponsored activity may be cause for expulsion when such conduct:
1. Violates a publicized policy; and
  2. Seriously disrupts the educational process; or
  3. Endangers persons or property.
- D.** Conduct off school grounds may be cause for expulsion when such conduct:
1. Violates a publicized policy; and
  2. Seriously disrupts the educational process.
- E.** The following conduct is prohibited and will be considered cause for suspension and/or expulsion:

## **Students**

### **Removal/Suspension/Expulsion**

1. Threatening, harassing or intimidating another member of the school community in any manner, including orally, in writing, via electronic communication, or by gestures or other physical behavior such as stalking. Members of the school community include any school employee, fellow student, consultant, volunteer, or visitor to a school;
2. Use of physical force against another person which is not reasonably necessary for self-defense;
3. Theft of personal or school property, or taking or attempting to take personal property or money from another person, or from his/her presence, by means of force or fear;
4. Willfully causing, or attempting to cause, damage to school property;
5. Possession, use, transmission or being under the influence of any narcotic drug, hallucinogenic drug, performance enhancing drug, amphetamine, barbiturate, marijuana, cocaine, alcoholic beverage, or intoxicant of any kind including inhalants, prescription drugs for which the possessor, user or transmitter has no legal prescription, or drug paraphernalia;
6. Possession or transmission of a facsimile of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, or marijuana;
7. Knowingly being in the presence of those who are in possession of, using, transmitting, or being under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind;
8. Possession or transmission of any weapon, including but not limited to any firearm, deadly weapon, dangerous instrument, martial arts weapon, knife, box cutter, razor, blade, chemical sprays, electroshock weapons or facsimile of any weapon or instrument;
9. Using or copying the academic work of another and presenting it as his/her own without proper attribution;
10. Possessing, smoking or consuming tobacco products or using vapor products and electronic devices that simulate smoking by delivering nicotine or other substances by the inhalation of a vapor on school grounds;

## Students

### Removal/Suspension/Expulsion

11. Open defiance of the authority of any teacher or person having authority over the student, including verbal abuse;
12. Intentional and successful incitement of truancy by other students;
13. Bullying or cyberbullying, including such conduct that may occur outside of the school setting if such bullying (1) creates a hostile environment at school for the victim; (2) infringes on the rights of the victim at school; or (3) substantially disrupts the education process or the orderly operation of a school;
14. Any violation of the Boards policies prohibiting sexual, racial and other unlawful harassment including any act of harassment based on an individual's race, color, national origin, sex, age, disability, sexual orientation, gender identity or expression or religion;
15. Intentional incitement which results in an unauthorized occupation of any part of a school or other facility owned by any school district;
16. Participation in an unauthorized occupancy of any part of any school or school premises or other building owned by any school district and failure to leave such school premises or other facility promptly after having been directed to do so by the principal or other person in charge of such building or facility;
17. Making false bomb threats or other threats to the safety of students, staff members and/or other persons;
18. Unauthorized use of any school computer, computer system, computer software, Internet connection or similar school property system or the use of such property or system for unauthorized or non-school related purposes;
19. ~~Create, use, access, upload, download, possess, transmit or distribute profane,~~ **Creating, using, accessing, uploading, downloading, possessing, transmitting or distributing** pornographic, obscene, sexually explicit, harassing, threatening or illegal material or communications including but not limited to electronic data and communications;
20. Violation of any other Board policy, rule, agreement, or directive dealing with student conduct, including that dealing with conduct on school buses and the use of school district equipment and;
21. Violation of any federal or state law which would indicate that the violator presents a danger to any person in the school community or to school property.

## Students

### Removal/Suspension/Expulsion

- F. Expulsion proceedings pursuant to section V, shall be required whenever there is reason to believe that any student 1) was in possession of a firearm, deadly weapon, dangerous instrument or martial arts weapon, on school grounds or at a school-sponsored activity; 2) off school grounds, did possess a firearm in violation of Connecticut General Statutes §29-35, or did possess and use such a firearm, dangerous instrument, deadly weapon or martial arts weapon in the commission of a crime; or 3) on or off school grounds, offered for sale or distribution a controlled substance as defined in Connecticut General Statutes, §21a-240(9), whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under Connecticut General Statutes §§21a-277 and 21a-278. A student shall be expelled for a period of one calendar year if the Board of Education finds that the student engaged in any of the conduct described herein, provided the period of expulsion may be modified on a case-by-case basis.

In the event it is determined by the Superintendent that a student issued a threat against a member of the school community as described in paragraph C.1., above, the matter shall be referred to law enforcement officials for possible criminal prosecution and the Superintendent shall take all available measures to ensure the safety of persons in the school community in the event of the student's return to school.

- G. Students in kindergarten, first and second grade may not be expelled except for mandatory reasons as described in the previous paragraph and in section V below.

### **SECTION IV SUSPENSION PROCEDURE**

- A. The administration of each school is authorized to invoke suspension for a period of up to ten (10) days, or to invoke in-school suspension for a period of up to ten (10) days, of any student for one or more of the reasons stated in section III, above, in accordance with the procedure outlined in Paragraph C of this section. Moreover, the administration is authorized to suspend a student from transportation services whose conduct while receiving transportation violates the standards set forth in section III, above. The school administration is authorized to immediately suspend any student when there is an emergency as defined in section I, above.

Suspensions shall be in-school suspensions, except an out-of-school suspension may be imposed if (A):

GRADES K to 2:

the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence that such pupil's conduct on school grounds is of a violent or sexual nature that endangers persons.

## Students

### Removal/Suspension/Expulsion

#### GRADES 3-12:

the administration determines that the pupil being suspended poses such a danger to persons or property or such a disruption of the educational process that the pupil shall be excluded from school during the period of suspension, or (B) the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence of (i) previous disciplinary problems that have led to suspensions or expulsion of such pupil, and (ii) efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies.

- B.** In the case of suspension, the school administration shall notify the Superintendent within twenty-four (24) hours of the suspension as to the name of the student who has been suspended and the reason for suspension. Any student who is suspended shall be given an opportunity to complete any class work including but not limited to examinations missed during the period of his/her suspension.
- C.** Except in the case of an emergency as defined in section I, above, a student shall be afforded the opportunity to meet with a member of the administration and to discuss the stated charges prior to the effectuation of any period of suspension or in-school suspension. If at such a meeting the student denies the stated charges he/she may at that time present his/her version of the incident(s) upon which the proposed suspension is based. The school administration shall then determine whether or not suspension or in-school suspension is warranted. In determining the length of a suspension period, the school administration may receive and consider evidence of past disciplinary problems which have led to removal from a classroom, in-school suspension, suspension or expulsion.
- D.** No student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless a hearing as provided in section V(B) of this policy is first granted.
- E.** No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless a hearing as provided in section V(B) of this policy is first granted.
- F.** Whenever a student is suspended, notice of the suspension and the conduct for which the student was suspended shall be included on the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record if the student graduates from high school.

## **Students**

### **Removal/Suspension/Expulsion**

- G.** The administration may shorten or waive the suspension period of a student who is suspended for the first time and who has never been expelled if the student successfully completes a program and any other conditions specified by the administration. Any such program shall be at no expense to the student or his/her parents/guardians. For a student whose suspension period is shortened or waived, the notice of the disciplinary action must be expunged from the cumulative education record if the student graduates from high school or, if the administration chooses, at the time the student completes the specified program and any other conditions required by the administration, whichever is earlier.

### **SECTION V EXPULSION PROCEDURES**

The Board of Education may expel any student in grades three to twelve, inclusive, for one or more of the reasons stated in section III if, in the Superintendent's judgment, such disciplinary action is in the best interests of the school system. An expulsion hearing is required in any instance in which the Superintendent has reason to believe a student in grades kindergarten to twelve, inclusive has engaged in the conduct described in section III (F). The procedures outlined in Paragraphs A and B, below, shall be followed prior to the effectuation of any expulsion unless an "emergency" as defined in section I, above, exists. If an emergency exists, such a hearing shall be held as soon after the expulsion as possible.

- A.** The Board of Education shall notify the student concerned and his/her parents, or the student if he/she has attained the age of eighteen (18), that expulsion is under consideration. Such notice shall contain the information required under Paragraph B of this section, and shall be given at least five (5) business days before the hearing. Three members of the Board of Education shall constitute a quorum for an expulsion hearing. A student may be expelled if a sitting in the expulsion hearing vote to expel, except that when only three Board members are presiding at the hearing, a unanimous vote shall be required for expulsion.
- B.** The procedure for any hearing conducted under this section shall be determined by the hearing officer or Board chairperson, as appropriate, but shall include the right to:
- 1.** Notice of the proposed hearing which shall include:
    - a. a statement of the time, place, and nature of the hearing;
    - b. a statement of the legal authority and jurisdiction under which the hearing is to be held;
    - c. reference to the particular sections of the Connecticut General Statutes or school policies involved;



## Students

### Removal/Suspension/Expulsion

- d. a short and plain statement of the matters asserted, if such matters have not already been provided in a statement of reasons requested by the student; the statement so provided may be limited to a statement of the issues involved if it is not possible to state the issues in detail at the time such notice is served. Upon request from the student concerned a more definite and detailed statement of the issues shall be furnished;
    - e. a statement, where appropriate, that the Board is not required to offer an alternative educational opportunity to any student between the ages of sixteen and eighteen who has been expelled previously or;
    - f. information concerning the parent's or guardian's and the student's legal rights and legal services provided free of charge or at a reduced rate that are available locally and how to access such services;
  - 2. The opportunity to be heard;
  - 3. The opportunity to present witnesses and introduce documentary evidence;
  - 4. The opportunity to cross-examine adverse witnesses and challenge the introduction of documentary evidence;
  - 5. The opportunity to be represented by an attorney or other advocate; the parent or guardian of the pupil shall have the right to have the expulsion hearing postponed for up to one week to allow time to obtain representation, except that if an emergency exists, such hearing shall be held as soon after the expulsion as possible; and
  - 6. Prompt notification of the decision of the Board of Education which decision shall be in writing if adverse to the student concerned.
- C. The record of any hearing held in an expulsion case shall include the following:
- 1. All evidence received or considered by the Board of Education, including a copy of the initial letter of notice of proposed expulsion, if any, and a copy of all notices of hearing;
  - 2. Questions and offers of proof, objections and rulings on such objections;
  - 3. The decision of the Board of Education rendered after such hearing; and
  - 4. The official transcript, if any, of proceedings relating to the case or, if these are not transcribed, any recording or stenographic record of the proceedings.

## **Students**

### **Removal/Suspension/Expulsion**

- D.** Rules of evidence at expulsion hearings shall include the following:
1. Any oral or documentary evidence may be received by the Board of Education, but as a matter of policy irrelevant, immaterial or unduly repetitious evidence shall be excluded;
  2. The Board of Education shall give effect to the rules of privilege recognized by law;
  3. In order to expedite a hearing, evidence may be received in written form, provided the interest of any party is not substantially prejudiced thereby;
  4. Documentary evidence may be received in the form of copies or excerpts if the original is not readily available provided, however, that any party to a hearing shall be given an opportunity to compare the copy with the original;
  5. A party to an expulsion hearing may conduct cross-examination of witnesses where examination is required for a full and accurate disclosure of the facts;
  6. The Board of Education may take notice of judicially cognizable facts in addition to facts within the Board's specialized knowledge provided, however, the parties shall be notified either before or during the hearing of material noticed, including any staff memoranda or data, and an opportunity shall be afforded to any party to contest the material so noted;
  7. A record of any oral proceedings before the Board of Education at an expulsion hearing shall be made. A transcript of such proceedings shall be furnished upon request of a party with the cost of such transcript to be paid by the requesting party.
- E.** In determining the length of an expulsion, the Board of Education may receive and consider evidence of past disciplinary problems, which have led to removal from a classroom, in-school suspension, suspension, or expulsion.
- F.** Decisions shall be in writing if adverse to the student and shall include findings of fact and conclusions necessary for the decision. Findings of fact made by the Board after an expulsion hearing shall be based exclusively upon the evidence adduced at the hearing.
- G.** Except as provided for in Section VII, any student who is expelled shall be offered an alternative educational opportunity consistent with the requirements of state law.

## **Students**

### **Removal/Suspension/Expulsion**

- H.** Whenever a student is expelled pursuant to the provisions of this policy, notice of the expulsion and the conduct for which the student was expelled shall be included on the student's cumulative educational record. Such notice shall not be expunged at any time if the expulsion was based upon possession of a firearm or deadly weapon and the student was in grade nine through twelve. Such notice shall be expunged from the cumulative educational record if the student graduates from high school. The expulsion notice may be expunged from the student's record prior to graduation if the student has demonstrated to the Board that his/her conduct and behavior in the years following the expulsion warrants expungement.
- I.** Whenever a student against whom an expulsion hearing is pending withdraws from school after notification of such hearing but before the hearing is completed and a decision rendered, notice of the pending expulsion hearing shall be included on the student's cumulative educational record and the Board shall complete the expulsion hearing and render a decision.
- J.** Except in cases where an expulsion is based upon the possession of a firearm or deadly weapon, the Board of Education may shorten the length of or waive the expulsion period of a student who is expelled for the first time and who has never been suspended if the student successfully completes a program and any other conditions specified by the Board. Any such program shall be at no expense to the student or his/her parents/guardians. For a student whose expulsion period is shortened or waived, the notice of the disciplinary action must be expunged from the cumulative education record if the student graduates from high school or, if the Board chooses, at the time the student completes the specified program and any other conditions required by the administration, whichever is earlier. Nothing herein shall be deemed to restrict the ability of the Board to shorten or waive the expulsion period, based upon completion of any program or meeting of conditions, for students who have been previously suspended or expelled, as may be permitted by law and as provided in Subsection L, below.
- K.** The Board of Education may adopt the decision of a student expulsion hearing conducted by another school district, provided that the Board shall hold a hearing pursuant to this policy which shall be limited to a determination of whether the conduct which was the basis for the expulsion would also warrant expulsion under the policies of the Board. The student shall be excluded from school pending such hearing. The excluded student shall be offered an alternative educational opportunity in accordance with statutory requirements and this policy.

## Students

### Removal/Suspension/Expulsion

**L.** In addition to such rights specified in Section J, above, an expelled pupil may apply for early readmission to school. Such readmission shall be at the discretion of the Board of Education; however, the Board may delegate authority for readmission decisions to the Superintendent. If the Board delegates such authority, readmission shall be at the discretion of the Superintendent. The Board or Superintendent, as appropriate, may condition such readmission on specified criteria.

**M.** A student requiring special education and related services as described in Connecticut General Statutes §10-76a(5)(A) shall not be referred to an expulsion hearing until a planning and placement team is convened to determine whether the misconduct was caused by the student's disability. If it is determined that the misconduct was caused by the child's disability, the child shall not be referred to an expulsion hearing and shall not be expelled.

The planning and placement team shall reevaluate the child for the purpose of modifying the child's individualized education program to address the misconduct and to ensure the safety of other children and staff in the school. If it is determined that the misconduct was not caused by the student's disability, the student may be expelled in accordance with the provisions of this section applicable to children who do not require special education and related services. Notwithstanding the provisions of Section VII, below, whenever a student requiring such special education and related services is expelled, an alternative educational opportunity, consistent with such child's educational needs shall be provided during the period of expulsion.

**N.** Any student who commits an expellable offense and is subsequently committed to a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement for such offense may be expelled using the procedures of this policy. The period of expulsion shall run concurrent with the period of commitment. If a student who committed an expellable offense seeks to return to the school district after participating in a diversionary program or having been detained in a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement and the student has not been expelled for such offense, the district shall allow such student to return and may not expel the student for additional time for such offense.

**O.** A student who has been identified as eligible for school accommodations pursuant to Section 504 of the Rehabilitation Act, shall not be referred to an expulsion hearing until the student's Section 504 Team is convened to determine whether the misconduct was caused by the student's disability. If it is determined that the misconduct was caused by the child's disability, the child shall not be referred to an expulsion hearing and shall not be expelled. Where appropriate, the Section 504 Team shall modify and otherwise review the student's accommodations plan to address the misconduct and to ensure the safety of other children and staff in the school. If it is determined that the misconduct was not caused by

## **Students**

### **Removal/Suspension/Expulsion**

the student's disability, the student may be expelled in accordance with the provisions of this section applicable to non-disabled students.

### **SECTION VI NOTIFICATION TO PARENTS OR GUARDIAN**

The parents or guardians of any minor student against whom disciplinary action is taken under this policy shall be given notice of such disciplinary action within twenty-four (24) hours of the time the student was excluded.

### **SECTION VII ALTERNATIVE EDUCATIONAL OPPORTUNITY**

The Board of Education recognizes its obligation to offer any student under the age of sixteen (16) who is expelled an alternative educational opportunity during the period of expulsion, in accordance with the law and applicable State guidelines. Any parent or guardian of such a student who does not choose to have his or her child enrolled in an alternative program shall not be subject to the provisions of section 10-184 of the General Statutes. Any expelled student expelled for the first time who is between the ages of sixteen (16) and eighteen (18) and who wishes to continue his or her education shall be offered an alternative educational opportunity if he or she complies with conditions established by the Board of Education. Such alternative may include, but shall not be limited to, the placement of such student in a regular classroom program of a school other than the one from which the student has been excluded and, for students at least sixteen (16) years of age, placement in an adult education program. Any student participating in an adult education program during a period of expulsion shall not be required to withdraw from school. In determining the nature of the alternative educational opportunity to be offered under this section the Board of Education may receive and consider evidence of past disciplinary problems which have led to removal from a classroom, suspension, or expulsion.

State statutes do not require the Board of Education to offer an alternative educational opportunity to a student between the ages of sixteen (16) and eighteen (18) who has been expelled previously. If the Board expels a student for the sale or distribution of such a controlled substance as defined in Connecticut General Statutes § 21a-240(9), whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under Connecticut General Statutes §§ 21a-277 and 21a-278, the Board shall refer the student to an appropriate state or local agency for rehabilitation, intervention or job training, or any combination thereof; and inform the agency of its action. If the Board expels a student for possession of a firearm, the Board shall report the violation to the local police department. The Board shall give the name of the student, and a summary of the Board's action in so referring the student, to the Commissioner of Education within thirty (30) days after the student is expelled. The provisions of this section shall not apply to students requiring special education who are described in subdivision (1) of subsection (e) of Connecticut General Statutes §10-76a.

## **Students**

### **Removal/Suspension/Expulsion**

#### **SECTION VIII GUN FREE SCHOOLS ACT**

The Board of Education shall submit to the Commissioner of Education such information on expulsions for the possession of weapons as is required for purposes of the Gun Free Schools Act of 1994, 20 U.S.C. §7151, et seq.

#### **SECTION IX PRE-SCHOOL PROGRAMS**

- A.** As used in this section, "preschool program provider" means a local or regional board of education, state or local charter school or interdistrict magnet school that offers a preschool program. No preschool program provider shall expel any child enrolled in such provider's preschool program, except an expulsion hearing shall be conducted, in accordance with the provisions of subsection B, below, whenever there is reason to believe that any child enrolled in such preschool program was in possession of a firearm, on or off school grounds or at a preschool program-sponsored event. Such child shall be expelled for one calendar year if, at the expulsion hearing it is determined, that the child did so possess such a firearm. A preschool program provider may modify the period of expulsion for a child on a case-by-case basis.
- B.** An expulsion hearing required under this subsection shall be conducted by (1) the program provider, as set forth above, or (2) the board of education, in accordance with section V above, if (a) the preschool program provider is the board of education, or (b) the preschool program provider is a regional educational service center or a state or local charter school pursuant to an agreement between such preschool program provider and the board of education. Unless an emergency exists, as set forth in section I, above, no child shall be expelled under this subsection without a formal hearing held pursuant to section V. If an emergency exists, such hearing shall be held as soon after the expulsion as possible.
- C.** No preschool program provider may authorize a suspension of a child enrolled in such provider's preschool program, unless the suspension is an in-school suspension. Except that an out-of-school suspension may be imposed if the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence that such pupil's conduct on school grounds is of a violent or sexual nature that endangers persons.

## Students

### Removal/Suspension/Expulsion

#### Legal references:

18 U.S.C. §921 Definitions  
 20 U.S.C. §7151, et seq., Gun Free Schools Act  
 20 U.S.C. §1415 Individuals with Disabilities Education Act

Connecticut General Statutes	4-176e	through 4-180a, 4-181a Administrative Procedures Act
	10-76a	Definitions
	10-76d	Duties and powers of boards of education to provide special education programs and services
	10-222d	Safe school climate plans. Definitions. School climate assessments
	10-233a	Definitions
	10-233b	Removal of pupils from class
	10-233c	Suspension of pupils
	10-233d	Expulsion of pupils
	10-233e	Notice as to disciplinary policies and action
	10-233f	In-school suspension of pupils. Reassignment
	10-233g	Reports of principals to police authority concerning physical assaults upon school employees by students
	10-233h	Arrested students
	21a-240	Definitions
	21a-277	Penalty for illegal manufacture, distribution, sale, prescription, dispensing
	21a-278	Penalty for illegal manufacture, distribution, sale, prescription or administration by non-drug-dependent person
	53a-3	Definitions
	53-206	Carrying of dangerous weapons prohibited
	53a-217b	Possession of a weapon on school grounds: Class D felony

~~Public Act 19-91 — An Act Concerning Various Revisions and Additions to the Education Statutes~~

Policy adopted:	June 12, 2001
Policy revised:	June 24, 2004
Policy revised:	June 12, 2007
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Policy revised:	November 18, 2008
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Policy revised:	October 14, 2014
Policy revised:	October 13, 2015
Policy revised:	February 27, 2018
Policy revised:	September 17, 2019

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut



## RECOMMENDED FOR REVISION AND APPROVAL AT INITIAL BOARD PRESENTATION

Language in **RED** constitutes an addition

*COMMENTARY: Public Act 21-46 requires that as of July 1, 2021 parents be offered the opportunity to attend all parent-teacher conferences by telephone, video conference or other remote conferencing platform. It further requires the district to request from each parent the name and contact information of an emergency contact person who may be contacted if the parent cannot be reached to schedule a parent-teacher conference. Additionally, in the case of remote education that lasts longer than three consecutive weeks, the school must offer at least one parent-teacher conference, and one additional parent-teacher conference each six months until remote learning ends.*

*As of January 1, 2022, the Act further requires that if a teacher cannot reach a parent in order to schedule a parent-teacher conference after three attempts, the teacher must report the inability to the principal, school counselor or other designated administrator and the principal, counselor or administrator must contact the student's emergency contact to determine the student and family's health and safety.*

**5124(a)**

### **Students**

#### **Reporting to Parents/Guardians - Report Cards**

It is the belief of the Board that communication between school and home is vital to the growth and education of each student. A good rule of thumb is that parents should be kept informed enough so that they are not surprised by any grade reported on the report card.

#### **Parent-Teacher Communication**

Recognizing its responsibility to keep parents/guardians informed of student welfare and progress in school, it is the policy of the New Milford Board of Education to maintain an accurate and effective system of reporting that will adequately communicate a student's level of achievement.

The Superintendent of Schools is authorized to develop and implement procedures to encourage parent-teacher communication. These procedures shall require at least two flexible parent-teacher conferences for each school year. In addition, such procedures may include school newsletters, required regular contact with all parents, additional flexible parent-teacher conferences, drop-in hours for parents, home visits and the use of technology such as student/parent database communication systems, email, or Parent Portal to allow parents to check on their children's assignments and students to get assistance if needed.

Parents shall be provided the option of attending any parent-teacher conference by telephone, video or other conferencing platform. During a period of remote learning that is in excess of three consecutive weeks, at least one additional parent-teacher conference must be offered, and one additional parent-teacher conference must be offered every six months thereafter, during the duration of such period of remote learning. The school shall request from each student's parent the name and contact information of an emergency contact person who may be contacted if the student's parent cannot be reached to schedule a parent-teacher conference.

If the teacher is unable to make contact with a student's parent in order to schedule a parent-teacher conference during remote learning, such teacher shall report such inability to the school principal, school counselor or other school administrator designated by the board of education. Such principal, counselor or administrator shall contact any emergency contact person designated by the student's parent to ascertain such student and family's health and safety.

## Students

### Reporting to Parents/Guardians - Report Cards

The Superintendent of Schools shall be responsible for the establishment and maintenance of the District's reporting system, as approved by the Board.

#### Standards

1. The reporting system shall be appropriate to grade level and curriculum content.
2. The reporting system shall include regularly scheduled written reports, such as report cards and progress reports, as well as parent-teacher conferences and any other means of communication such as Parent Portal that may be deemed necessary and effective. The school calendar shall include the dates that report cards will be issued and parent-teacher conferences held. Parent-teacher conferences shall be scheduled at such times to ensure the greatest participation by parents/guardians.
3. The reporting system shall be clear and easily understandable.
4. Teachers shall maintain the standard to notify parents/guardians regarding a student's performance whenever such notification would serve the best interest of the student (ex: when a student is in danger of failing or when there is a significant drop in grade or class, performance).
5. Individual results of standardized tests shall be available to parents/guardians.
6. If parents are separated or divorced, both have equal rights to be informed of their child's progress unless there is an order from the court to the contrary. Non-custodial parents shall receive written reports and conference notifications upon a written request to the School Principal.

Legal Reference: Connecticut General Statutes  
 10-15b - Access of parent or guardian to student's records  
 46b-56 Access to records of minor children by non-custodial parent  
 10-221(~~f~~g) – Board of Education to prescribe rules, policies and procedures  
**Public Act 21-46 An Act Concerning Social Equity and the Health, Safety and Education of Children**

Policy adopted: June 12, 2001  
 Policy revised: June 12, 2007  
 Policy revised: March 12, 2013  
 Policy revised: December 13, 2016

NEW MILFORD PUBLIC SCHOOLS  
 New Milford, Connecticut

**RECOMMENDED FOR REVISION AND  
APPROVAL AT INITIAL BOARD PRESENTATION**

Language in **RED** constitutes an addition

*COMMENTARY: Public Act 19-166, An Act Concerning School Climates, amended the definition of bullying, amended the definition of “school climate”, added definitions of “positive school climate,” “emotional intelligence” and “social and emotional learning” and revised the parental notifications requirements for the outcome of bullying investigations. These changes, which are all reflected below, went into effect July 1, 2021.*

**5131.911(a)**

## **Students**

### **Safe School Climate Plan/Bullying**

#### **I. PURPOSE**

The Board of Education is dedicated to promoting and maintaining a positive learning environment where all students are welcomed, supported, and feel safe in school, socially, emotionally, intellectually and physically. The purpose of this policy is to address the existence of bullying in schools and teen dating violence and to establish the district's Safe School Climate Plan.

#### **II. BULLYING PROHIBITED**

- A. Bullying is prohibited on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by a local or regional board of education, or through the use of an electronic device or an electronic mobile device owned, leased or used by the local or regional board of education.
- B. Bullying is also prohibited outside of the school setting if such bullying results in any of the following: (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school.
- C. Any form of discrimination and retaliation against an individual who reports or assists in the investigation of an act of bullying is also strictly prohibited.
- D. Any student who engages in bullying as defined in this policy may be subject to discipline up to and including expulsion. Any school employee who fails to respond to bullying as required by this policy and the district's Safe School Climate Plan may be subject to discipline up to and including termination.

## Students

### Safe School Climate Plan/Bullying

#### III. DEFINITIONS

A. "Bullying" means an act that is direct or indirect and severe, persistent or pervasive, which (A) causes physical or emotional harm to an individual, (B) places an individual in reasonable fear of physical or emotional harm, or (C) infringes on the rights or opportunities of an individual at school.

~~(1) the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at or referring to another student attending school in the same school district, or (2) a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district, that:~~

- ~~(a) Causes physical or emotional harm to such student or damage to such student's property;~~
- ~~(b) Places such student in reasonable fear of harm to himself or herself, or of damage to his or her property;~~
- ~~(c) Creates a hostile environment at school for such student;~~
- ~~(d) Infringes on the rights of such student at school, or~~
- ~~(e) Substantially disrupts the education process or the orderly operation of a school.~~

Bullying shall include, but **need** not be limited to, a written, oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

- B. "Cyberbullying" means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.
- C. "Mobile electronic device" means any hand-held or other portable electronic equipment capable of providing data communication between two or more individuals, including, but not limited to, a text messaging device, a paging device, a personal digital assistant, a laptop computer, equipment that is capable of playing a video game or a digital video disk, or equipment on which digital images are taken or transmitted.
- D. "Electronic communication" means any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo-electronic or photo-optical system;

## Students

### Safe School Climate Plan/Bullying

- E. "Hostile environment" means a situation in which bullying among students is sufficiently severe or pervasive to alter the conditions of the school climate;
- F. "Outside of the school setting" means at a location, activity or program that is not school related, or through the use of an electronic device or a mobile electronic device that is not owned, leased or used by a local or regional board of education;
- G. "Safe School Climate Coordinator" means the individual appointed by the Superintendent of Schools from existing staff who is responsible for:
1. Implementing the district's Safe School Climate Plan;
  2. Collaborating with the safe school climate specialists, the Board of Education and the Superintendent of Schools to prevent, identify and respond to bullying in the schools of the district;
  3. Providing data and information, in collaboration with the Superintendent of Schools of the district, to the State Department of Education regarding bullying, in accordance with state law; and
  4. Meeting with the safe school climate specialists at least twice during the school year to discuss issues relating to bullying in the school district and to make recommendations concerning amendments to the district's Safe School Climate Plan.
- H. "Safe School Climate Specialist" means the principal of each school, or the principal's designee who is responsible for:
1. Investigating or supervising the investigation of reported acts of bullying in the school in accordance with the district's Safe School Climate Plan;
  2. Collecting and maintaining records of reports and investigations of bullying in the school; and
  3. Acting as the primary school official responsible for preventing, identifying and responding to reports of bullying in the school.
- I. "School employee" means
1. A teacher, substitute teacher, school administrator, school superintendent, guidance counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by a local or regional board of education or working in a public elementary, middle or high school; or
  2. Any other individual who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in a public elementary, middle or high school, pursuant to a contract with the local or regional board of education.

## Students

### Safe School Climate Plan/Bullying

- J. "School climate" means the quality and character of school life ~~with a particular focus on the quality of the relationships within the school community between and among students and adults~~ based on patterns of students', parents' and guardians' and school employees' experiences of school life, including, but not limited to norms goals, values, interpersonal relationships, teaching and learning practices and organizational structures;
- K. "Teen Dating Violence" means any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, that occurs between two students who are currently in or who have recently been in a dating relationship.
- L. "Positive school climate" means a school climate in which (A) the norms, values, expectations and beliefs that support feelings of social, emotional and physical safety are promoted, (B) students, parents and guardians of students and school employees feel engaged and respected and work together to develop and contribute to a shared school vision, (C) educators model and nurture attitudes that emphasize the benefits and satisfaction gained from learning, and (D) each person feels comfortable contributing to the operation of the school and care of the physical environment of the school;
- M. "Emotional intelligence" means the ability to (A) perceive, recognize and understand emotions in oneself or others, (B) use emotions to facilitate cognitive activities, including, but not limited to, reasoning, problem solving and interpersonal communication, (C) understand and identify emotions, and (D) manage emotions in oneself and others;
- N. "Social and emotional learning" means the process through which children and adults achieve emotional intelligence through the competencies of self-awareness, self-management, social awareness, relationship skills and responsible decision-making.

## IV. SAFE SCHOOL CLIMATE PLAN

The district's Safe School Climate Plan consists of this policy as well as the administrative regulations developed by the Superintendent of Schools to implement this policy. This policy clarifies the legal mandates regarding the district's response to bullying in its schools. The administrative regulations shall address the broader topic of school climate and may incorporate the National School Climate Standards or other applicable evidence-based standards. Revisions to any part of the Safe School Climate Plan shall be approved by the Board of Education.

### A. Reporting Procedures

1. Any student who believes he or she has been the victim of bullying may report the matter to any school employee. Students may anonymously report acts of bullying to school employees.

## **Students**

### **Safe School Climate Plan/Bullying**

2. Parents or guardians of students may also file written reports of suspected bullying.
3. School employees who witness acts of bullying or receive reports of bullying are required to orally notify the safe school climate specialist (or another school administrator if the safe school climate specialist is unavailable), not later than one school day after such school employee witnesses or receives a report of bullying, and to file a written report not later than two school days after making such oral report.

### **B. Investigation**

1. The safe school climate specialist shall investigate or supervise the investigation of all reports of bullying and ensure that such investigation is completed promptly after receipt of any written reports. Parents of both the alleged bully and the alleged victim must receive prompt notice that an investigation has begun.
2. The safe school climate specialist shall review any anonymous reports, except that no disciplinary action shall be taken solely on the basis of an anonymous report.
3. The investigator shall assess whether there is a necessity to take immediate interim measures to prevent further allegations of bullying or retaliation of any kind while the investigation is pending.
4. The investigator shall remind involved parties that any form of discrimination and retaliation against an individual who reports or assists in the investigation of an act of bullying is strictly prohibited.
5. At all times the investigator must be mindful of the requirements regarding the confidentiality of education records.
6. If the allegations of bullying involve acts that may also constitute unlawful harassment based upon a student's race, color, national origin, sex, disability, religion, sexual orientation or gender identity or expression, the investigator shall notify the district's Title IX Coordinator. The student who has made a report of bullying and his/her parent or guardian will be provided with information about the district's policies and procedures for making a complaint of unlawful harassment.
7. After a prompt investigation, the investigator should ascertain whether the alleged conduct occurred and whether such conduct constitutes bullying as defined by this policy.

### **C. Response to Verified Acts of Bullying**

1. If it is determined that bullying has occurred, the school will take prompt corrective action that is reasonably calculated to stop the bullying and prevent any recurrence of such behavior. As part of such remedial action, the offender may be subject to appropriate disciplinary action which may include, but is not limited to one or a combination of the following: counseling, awareness training, warning, reassignment, transfer, suspension, or expulsion.

## Students

### Safe School Climate Plan/Bullying

2. Each school shall notify the parents or guardians of students who commit any verified acts of bullying and the parents or guardians of students against whom such acts were directed not later than forty-eight hours after the completion of the **investigation (A) of the results of such investigation, and (B) verbally and by electronic mail, if such parents' or guardians' electronic mail addresses are known, that such parents or guardians may refer to the plain language explanation of the rights and remedies available under sections 10-4a and 10-4b published on the Internet web site of the local or regional board of education pursuant to section 10-222r.** This notification shall include a description of the response of school employees to such acts and any consequences that may result from the commission of further acts of bullying.
3. Each school is required to invite the parents or guardians of a student who commits any verified act of bullying and the parents or guardians of the student against whom such act was directed to a meeting to communicate to such parents or guardians the measures being taken by the school to ensure the safety of the student against whom such act was directed and to prevent further acts of bullying. This invitation shall also include the description of the response of school employees to such acts and any consequences that may result from the commission of further acts of bullying. The meeting with parents of the bully shall be separate and distinct from the meeting with the parents of the victim.
4. A student safety support plan shall be developed for any student against whom an act of bullying was directed. The plan shall address safety measures the school will take to protect such students against further acts of bullying. When meeting with the parents of a student who has been the victim of bullying, school officials shall communicate not only the details of the student safety support plan, but also the policies and procedures in place to prevent further acts of bullying.
5. Case-by-case interventions shall be developed to address repeated incidents of bullying against a single individual or recurrently perpetrated bullying incidents by the same individual that may include both counseling and discipline.
6. The principal of a school, or designee, shall notify the appropriate local law enforcement agency when such principal, or designee, believes that any acts of bullying constitute criminal conduct.

### D. Prevention and Intervention Strategy

Students shall be provided with a variety of prevention and intervention strategies which may include, but are not limited to:

1. Implementation of a positive behavioral interventions and supports process or another evidence-based model approach for safe school climate or for the prevention of bullying and teen dating violence identified by the State Department of Education;
2. School rules prohibiting bullying, teen dating violence, harassment and intimidation and establishing appropriate consequences for those who engage in such acts;



## **Students**

### **Safe School Climate Plan/Bullying**

3. Adequate adult supervision of outdoor areas, hallways, the lunchroom and other specific areas where bullying and teen dating violence is likely to occur;
4. Inclusion of grade-appropriate bullying and teen dating violence education and prevention curricula in kindergarten through high school;
5. Individual interventions with the bully, parents and school employees, and interventions with the bullied child, parents and school employees;
6. School-wide training related to safe school climate;
7. Student peer training, education and support;
8. Promotion of parent involvement in bullying and teen dating violence prevention through individual or team participation in meetings, trainings and individual interventions;
9. Culturally competent school-based curriculum focused on social-emotional learning, self-awareness and self-regulation;
10. Referrals to a school counselor, psychologist or other appropriate social or mental health service, and periodic follow-up by the safe school climate specialist with the bullied student.

### **E. Documentation and Record Keeping**

1. Safe school specialists shall establish a procedure for each school to:
  - a. Document and maintain records relating to reports and investigations of bullying in such school.
  - b. Maintain a list of the number of verified acts of bullying in such school and make such list available for public inspection. This public list must not contain any personally identifiable information about any student or information that might reasonably lead to the identification of any student.
2. The district's safe school climate coordinator shall annually report the number of verified acts of bullying in the district's schools to the Department of Education in such manner as prescribed by the Commissioner of Education.
3. The Safe School Climate Plan shall be submitted for approval by the State Department of Education in accordance with state law.

### **F. Training**

1. All school employees must annually complete training on the prevention, identification and response to bullying, teen dating violence and the prevention of and response to youth suicide. The training will be provided to teachers, administrators and pupil personnel who hold the initial educator, provisional educator or professional educator certificate via in-service training. (Such in-service training may not be required if the district implements any evidence-based model approach that is approved by the State Department of Education and is consistent with state law.) All other school employees shall receive such training as provided by the State Department of Education.

## **Students**

### **Safe School Climate Plan/Bullying**

2. As part of the prevention and intervention strategies, schools may also implement school-wide training related to safe school climate and student peer training, education and support.

### **G. Safe School Climate Committee**

Each school year, the principal of each school shall establish a committee (or designate at least one existing committee in the school) to be responsible for developing and fostering a safe school climate and addressing issues relating to bullying in the school. Such committee shall include at least one parent or guardian of a student enrolled in the school appointed by the school principal. Parents or guardians who serve on such committee shall not participate in the activities described in subparagraphs (1) and (2) below or any other activity that may compromise the confidentiality of a student. The safe school climate committee of each school shall:

1. Receive copies of completed reports following investigations of bullying;
2. Identify and address patterns of bullying among students in the school;
3. Review and make recommendations to amend school policies relating to bullying;
4. Review and make recommendations to the district safe school climate coordinator regarding the district's safe school climate plan based on issues and experiences specific to the school;
5. Educate students, school employees and parents and guardians of students on issues relating to bullying;
6. Collaborate with the district safe school climate coordinator in the collection of data regarding bullying, in accordance with the law;
7. Perform any other duties as determined by the school principal that are related to the prevention, identification and response to school bullying for the school.

### **H. Periodic Assessment of School Climate**

1. On and after July 1, 2012, and biennially thereafter, each school in the district shall complete an assessment using the school climate assessment instruments, including surveys, approved and disseminated by the State Department of Education. The assessments for each school in the district shall be submitted to the State Department of Education so that the state can monitor bullying prevention efforts over time and compare each district's progress to state trends.
2. Assessment tools may also be used by Safe School Climate Committees to review and make recommendations for revisions to the district's Safe School Climate Plan.
3. Assessment tools shall include student assessment instruments, including surveys that contain uniform grade-level appropriate questions that collect information about students' perspectives and opinions about the school climate at the school and allow students to complete and submit such assessments and survey anonymously.

## Students

### Safe School Climate Plan/Bullying

#### I. Notice Requirements

1. At the beginning of each school year, each school will provide all school employees with a written or electronic copy of the school district's Safe School Climate Plan.
2. Students and the parents or guardians of students shall be notified annually at the beginning of the school year of the process by which students may make reports of bullying.
3. Students shall be provided with notice of the definition of bullying, cyberbullying and the potential consequences of engaging in such acts by the inclusion of language in student codes of conduct concerning bullying.
4. The district's Safe School Climate Plan shall be made available on the board's and each individual school in the school district's Internet web site and ensure that such plan is included in the school district's publication of the rules, procedures and standards of conduct for schools and in all student handbooks.

#### Legal References:

##### Connecticut General Statutes

10-15c Discrimination in public schools prohibited  
46a-58 Deprivation of rights  
10-145a Certificates of qualification  
10-145o Teacher education and mentoring program  
10-220a In-service training  
10-222d Policy on bullying behavior  
10-222g Prevention and intervention strategy re: bullying  
10-222h Analysis of bullying policies  
~~P.A. 11-232 "An Act Concerning the Strengthening of Bullying Laws"~~  
**Public Act 19-166, An Act Concerning School Climates**

##### United States Code

20 U.S.C. 1400 Individuals with Disabilities Education Act  
20 U.S.C. 1681 Title IX of the Education Amendments of 1972  
29 U.S.C. 794 Section 504 of the Rehabilitation Act of 1973  
42 U.S.C. 2000d Title VI of the Civil Rights Act of 1964  
42 U.S.C. 12101 Americans with Disabilities Act  
~~Public Act 14-172, An Act Concerning Improving Employment Opportunities Through Education and Ensuring Safe School Climates~~  
~~Public Act 14-232, An Act Concerning the Review and Approval of Safe School Climate Plans by the Department of Education and a Student Safety Hotline Feasibility Study~~  
~~Public Act 14-234, An Act Concerning Domestic Violence and Sexual Assault~~

Policy adopted: November 8, 2011  
Policy revised: October 14, 2014

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut

**RECOMMENDED FOR REVISION AND  
APPROVAL AT INITIAL BOARD PRESENTATION**

Language in **RED** constitutes an addition

*COMMENTARY: Public Act 21-16 updates Connecticut's immunization requirements for students attending grades K – 12 schools by removing exemptions that are non-medical in nature. The religious exemption remains available to any student who was enrolled in grades K-12 on or before April 28, 2021, and had a valid exemption as of midnight on April 27, 2021. The religious exemption however is no longer applicable to new prospective New Milford Public Schools' students and therefore the religious exemption form connected with this policy should be deleted.*

**5141.3(a)**

## **Students**

### **Health Assessments and Immunizations**

The Board of Education recognizes the importance of periodic health assessments according to state health regulations.

To determine health status of students, facilitate the removal of ~~handicaps~~ **barriers** to learning and find whether some special adaptation of the school program may be necessary, the Board of Education requires that students have health assessments.

The Board of Education adheres to those state laws and regulations that pertain to school immunizations and health assessments. It is the policy of the Board of Education to insure that all enrolled students are adequately immunized against communicable diseases. The Board may deny continued attendance in school to any student who fails to obtain the health assessments required under ~~C.C.S.~~ **Conn. Gen. Stat. § 10-206**.

Parents wishing their children exempted or excused from health assessments must request such exemption to the Superintendent of Schools in writing. This request must be signed by the parent/guardian. **Students may be exempt from immunization requirements only in accordance with state law. In order to be eligible for an exemption on religious grounds, a student must, on or before April 28, 2021, (1) be enrolled in school in Grades K-12 and (2) must have submitted a valid religious exemption before that date. Exemption statements presented for the first time on or after April 28, 2021, are not legally valid bases for excusal from statutory immunization requirements on religious grounds.**

It is the responsibility of the Principal to ~~insure~~ **ensure** that each student enrolled has been adequately immunized and has fulfilled the required health assessments. The school nurse shall check and document immunizations and health assessments on all students enrolling in school and to report the status to the school principal. The school nurse shall also contact parents or guardians to make them aware if immunizations and/or health assessments are insufficient or not up-to- date. The school nurse will maintain in good order the immunization and health assessment records of each student enrolled.

~~Students may be exempt from immunization requirements only in accordance with state law. To claim a religious exemption, an exemption form must be submitted to the school nurse before enrolling the student for the first time and before entering seventh grade. The exemption form must be submitted with a properly signed acknowledgement.~~

## Students

### Health Assessments and Immunizations

No record of any student's medical assessment may be open to the public.

(cf. 5111 - Admission)

(cf. 5141.31 - Physical Examinations for School  
Programs (cf. 5125 - Student Records))

Legal References: Connecticut General Statutes  
10-204a Required immunizations. **Temporary waiver**  
10-204c Immunity from liability  
10-205 Appointment of school medical advisers  
10-206 Health assessments  
10-206a Free health assessments  
10-207 Duties of Medical Advisors  
10-208 Exemption from examination or treatment  
10-208a Physical activity of student restricted; Board to honor notice  
10-209 Records not to be public. Provision of reports to schools.  
10-212 School nurses and nurse practitioners.  
10-214 Vision, audiometric and postural screenings. When required.  
Notification of parents re defects; record of results.

Policy adopted: June 12, 2001  
Policy revised: June 12, 2007  
Policy revised: October 11, 2011  
Policy revised: March 12, 2013  
Policy revised: October 13, 2015

NEW MILFORD PUBLIC SCHOOLS  
New Milford, Connecticut

New Milford Board of Education  
**Religious Exemption Statement**

\_\_\_\_\_  
(Printed full, legal name of student)

I, the undersigned, do hereby swear or affirm, as the case may be as follows:

1. ~~I am making this Religious Exemption Statement pursuant to Conn. Gen. Stat. § 10-204a so that the student may enroll in school for the first time or enter seventh grade at \_\_\_\_\_ school.~~
2. ~~I am the lawful ☐ parent ☐ guardian of the student.~~
3. ~~Immunizing said student would be contrary to ☐ student's ☐ parent's ☐ guardian's religious beliefs.~~
4. ~~I understand that by claiming this exemption the student shall be exempt from the immunizations required by Conn. Gen. Stat. §§ 10-204a and 19a-7f.~~
5. ~~I understand that during a vaccine preventable disease outbreak at the above identified school, all susceptible children, including the student will be excluded from school if a public health official determines that the school is a significant site for disease exposure, transmission and spread into the community. In such case, such children, including the student shall be excluded from school until: (1) the public health official determines that the outbreak danger has ended; (2) the child becomes ill with the disease and completely recovers from it; (3) the child is vaccinated according to public health protocol; or (4) the child has proof of immunity to the disease.~~

\_\_\_\_\_  
Name(s) of Parent(s)

\_\_\_\_\_  
Signature of Parent(s)/Guardian(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name(s) of Parent(s)

\_\_\_\_\_  
Signature of Parent(s)/Guardian(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address (Street & House or Apt. no.) Telephone(s) no.

\_\_\_\_\_  
City, State and Zip Code

**~~TO CLAIM A RELIGIOUS EXEMPTION, AN EXEMPTION FORM MUST BE SUBMITTED TO THE PUBLIC OR NON-PUBLIC SCHOOL BEFORE ENROLLING IN THE SCHOOL FOR THE FIRST TIME AND BEFORE ENTERING SEVENTH (7<sup>TH</sup>) GRADE.~~**

## **ACKNOWLEDGEMENT**

STATE OF CONNECTICUT \_\_\_\_\_ :  
\_\_\_\_\_  
: \_\_\_\_\_ ss:  
COUNTY OF \_\_\_\_\_ :

On this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me, \_\_\_\_\_ the  
undersigned officer, personally appeared \_\_\_\_\_ known to me (or  
satisfactorily proven) to be the person whose name he or she subscribed to the within instrument and  
acknowledged that he or she executed the same for the purposes therein contained. In witness  
whereof I hereunto set my hand.

\_\_\_\_\_  
Judge  
Family Support Magistrate  
Clerk/Deputy Clerk (include seal)  
Town Clerk  
Notary Public My Commission expires (\_\_\_\_\_)  
Justice of the Peace  
Commissioner of the Superior Court (bar no. \_\_\_\_\_)



# **NEW MILFORD PUBLIC SCHOOLS**

**Food and Nutrition Services Department**

**22 Hipp Road**

**New Milford, Connecticut 06776**

**(860) 354-3712 • FAX (860) 354-2118**



**Sandra Sullivan, RD, CD-N  
Director**

To: Anthony J. Giovannone, Director of Fiscal Services & Operations

From: Sandra Sullivan, Director of Food and Nutrition Services

Date: August 9, 2021

Re: Milk Bid

The milk bid for the 2021-2022 school year was opened on August 2, 2021.  
One company submitted a bid.

- Wade's Dairy

Based on product availability and previous service, it is my recommendation that the contract be awarded to Wade's Dairy for the 2021-2022 school year.

# **NEW MILFORD PUBLIC SCHOOLS**

**Food and Nutrition Services Department**

**22 Hipp Road**

**New Milford, Connecticut 06776**

**(860) 354-3712 • FAX (860) 354-2118**



**Sandra Sullivan, RD, CD-N**  
**Director**

To: Anthony J. Giovannone, Director of Fiscal Services & Operations

From: Sandra Sullivan, Director of Food and Nutrition Services

Date: August 9, 2021

Re: Frozen Dessert Bid

The frozen dessert bid for the 2021-2022 school year was opened on August 2, 2021. One company submitted a bid.

- New England Ice Cream Corporation

Based on product availability and previous service, it is my recommendation that the contract be awarded to New England Ice Cream Corporation for the 2021-2022 school year.

**NEW MILFORD PUBLIC SCHOOLS**  
**Office of the Assistant Superintendent**  
**50 East Street**  
**New Milford, Connecticut 06776**  
**(860) 354-3235 FAX (860) 210-2643**



**Holly Hollander**  
**Assistant Superintendent of Schools**

TO: Alisha DiCorpo, Superintendent  
FROM: Holly Hollander, Assistant Superintendent  
DATE: August 13, 2021  
RE: Teacher Evaluation Plan

The Professional Development and Evaluation Committee met on June 14, 2021, to review the Flexibilities for Implementing the CT Guidelines for Educator Evaluation 2017 for the 2021-2022 School Year. By unanimous agreement of the twenty-two members present, the New Milford Public Schools PDEC Committee requests approval to implement the flexibilities for the 2021-2022 school year.

A summary of the flexibilities for 2021-2022 is included below and reflects what was sent from the State Board of Education to Superintendents on June 9, 2021.

**Flexibilities 2021-2022**

**Student Learning Indicators** and measures of accomplishment will prioritize students with the most significant needs and will align with the following:

- the school's focus on social and emotional learning;
- school and/or district improvement goals,
- addressing identified areas of need based on current data and/or
- content-related standards.

**Teachers will** develop a minimum of one student learning goal with a minimum of two indicators, or measures of accomplishment, focused on:

- social and emotional learning for students,
- student engagement,
- engaging families,
- cultural responsiveness, and/or
- academic achievement
- 

Indicators or measures of accomplishment could be demonstrated by implementing school-wide, grade-level, or individual strategies mutually agreed upon between the teacher and evaluator during the goal-setting process.

A minimum of two and three informal observations for teachers based on years of experience and previous summative ratings. All teachers complete a minimum of one review of practice.

**Administrators will** develop a minimum of two student learning indicators, or measures of accomplishment, including, but not limited to:

- supporting the health, safety, and social and emotional well-being of staff and students,
- ensuring equity for the most vulnerable students and their families,
- mastery-based learning, and/or
- developing systematic approaches to incorporating social and emotional practices and/or culturally
- responsive practices into the teaching and learning process.

Indicators or measures of accomplishment could be demonstrated by the implementation of district-wide or individual strategies that are mutually agreed upon between the administrator and evaluator during the goal-setting process.

NEW MILFORD PUBLIC SCHOOLS

**EXHIBIT A**

Regular Meeting of the Board of Education  
New Milford, Connecticut  
August 17, 2021

ACTION ITEMS

A. Personnel

**1. CERTIFIED STAFF**

**a. RESIGNATIONS**

- |  |                    |
|--|--------------------|
| <b>1. Mrs. Stephanie Fletcher</b> , Special Education Teacher, New Milford High School effective July 27, 2021.                            | Took job elsewhere |
| <b>2. Mrs. Kelly Gallo</b> , Kindergarten Teacher, Hill and Plain School effective July 27, 2021.  | Move out of state  |
| <b>3. Mrs. Christine Garbowski</b> , PreK Special Education Teacher, Northville Elementary School effective on or about September 8, 2021. | Took job elsewhere |
| <b>4. Mr. Logan Messina</b> , English Teacher, Schaghticoke Middle School effective July 28, 2021.   | Took job elsewhere |
| <b>5. Mrs. Julianne Morin</b> , Social Worker, Hill and Plain School/ Northville Elementary School effective August 3, 2021.               | Took job elsewhere |
| <b>6. Mrs. Melissa Nihan</b> , Kindergarten Teacher, Hill and Plain School effective August 2, 2021.                                       | Took job elsewhere |
| <b>7. Mrs. Christine Talarico</b> , School Counselor, Schaghticoke Middle School effective July 28, 2021.                                  | Took job elsewhere |

**2. CERTIFIED STAFF**

**b. NON-RENEWALS**

- 1. None currently**

**3. CERTIFIED STAFF**

**c. APPOINTMENTS**

- |   |   |
|---|---|
| <b>1. Mrs. Trisha Ambrogio</b> , Kindergarten, Hill and Plain School effective August 20, 2021.<br>2021-2022 Salary - \$59,809 (Step 5 Masters) | <i>Education History:</i><br>BA: WCSU<br>Major: Elementary Education<br>MS: University of Bridgeport<br>Major: Elementary Education<br><br><i>Work Experience:</i><br>1 yr. Brookfield<br>3 yrs. St. Peter's Sacred Heart School<br>7 yrs. St. Joseph's School<br>5 yrs. Danbury<br><br>Rep: M. Nihan |
|---|---|

- |  |   |
|--|---|
| <p><b>2. Mrs. Heather Badaracco</b>, Special Education Teacher, Hill and Plain School effective August 20, 2021.<br/>2021-2022 Salary - \$91,197 (Step 15 Masters)</p> | <p><i>Education History:</i><br/>BS: WCSU<br/>Major: Special Education<br/>MS: SCSU<br/>Major: Special Education</p> <p><i>Work Experience:</i><br/>2.5 yrs. Ridgefield<br/>10.5 New Milford,<br/>1 yr. Bethel<br/>3 yrs. CES</p> <p>Rep: A. Wyka</p> |
| <p><b>3. Mrs. Cynthia Bonnell</b>, Technology Integration Specialist, Sarah Noble Intermediate School effective August 20, 2021.</p>                                   | <p>Current Staff member:<br/>Grade 4 Teacher at Sarah Noble Intermediate School</p> <p>New Budgeted – ESSER II Grant</p>  |
| <p><b>4. Ms. Amanda Christensen</b>, Elementary Teacher, Northville Elementary School effective August 20, 2021.<br/>2021-2022 Salary – \$54,843 (Step 1 Masters)</p>  | <p><i>Education History:</i><br/>BA: WCSU<br/>Major: Psychology<br/>MS: Colorado University<br/>Major: Elementary Education</p> <p><i>Work Experience:</i><br/>4 yrs. St. Joseph (New York)</p> <p>Rep: N. Fanas</p>                                  |
| <p><b>5. Mr. Dennis Gonzalez</b>, Spanish Teacher, Schaghticoke Middle School effective August 20, 2021.<br/>2021-2022 Salary – \$55,572 (Step 2 Masters)</p>          | <p><i>Education History:</i><br/>BA: WCSU<br/>Major: Spanish<br/>MFA: University of Texas<br/>Major: Creative Writing</p> <p><i>Work Experience:</i><br/>1 yr. New Britain</p> <p>Rep: M. Brito</p>   |
| <p><b>6. Mrs. Nicole Gregory</b>, Technology Integration Specialist, Hill and Plain /Northville Elementary School effective August 20, 2021.</p>                       | <p>Current Staff member:<br/>Grade 1 at Northville Elementary School</p> <p>New Budgeted – ESSER II Grant</p>   |
| <p><b>7. Mrs. Mary (Erin) Haynes</b>, Music Teacher, Hill and Plain School effective August 20, 2021.<br/>2021-2022 Salary – \$52,242 (Step 1 Bachelors)</p>           | <p><i>Education History:</i><br/>BM: University of Georgia<br/>Major: Music Education</p> <p><i>Work Experience:</i><br/>Substitute Teacher New Milford</p> <p>Rep: L. Buckley</p>  |

- |  |   |
|--|---|
| <p><b>8. Mrs. Elizabeth Holton</b>, Kindergarten, Hill and Plain School effective August 20, 2021.<br/>2021-2022 Salary – \$55,572 (Step 2 Masters)</p>                            | <p><i>Education History:</i><br/>BA: Manhattanville College<br/>Major: Elementary Education<br/>MS: WCSU<br/>Major: Reading Education</p> <p><i>Work Experience:</i><br/>4 yrs. St. Joseph's School<br/>1 yr. Norwalk</p> <p>Rep: K. Gallo</p>  |
| <p><b>9. Mr. Nicholas Jones</b>, Elementary Teacher, Sarah Noble Intermediate School effective August 20, 2021.<br/>2021-2022 Salary – \$58,370 (Step 4 Masters)</p>               | <p><i>Education History:</i><br/>BA: University of Hartford<br/>Major: Elementary/Special Education<br/>MS: University of St. Joseph<br/>Major: Special Education</p> <p><i>Work Experience:</i><br/>1 yr. Manchester<br/>1 yr. Cheshire<br/>3 yrs. Southington</p> <p>New Budgeted</p> |
| <p><b>10. Mrs. Susan Klimowich</b>, Math/Literacy Interventionist, Sarah Noble Intermediate School effective August 20, 2021.<br/>2021-2022 Salary – \$61,355 (Step 6 Masters)</p> | <p><i>Education History:</i><br/>BS: CUNY - Queens<br/>Major: Elementary Education<br/>MS: CUNY - Queens<br/>Major: Elementary Education</p> <p><i>Work Experience:</i><br/>6 yrs. New York<br/>5 yrs. New Milford (tutor)</p> <p>New Budgeted – ESSER II Grant</p>                     |
| <p><b>11. Ms. Kathleen M. Lewis</b>, Elementary Teacher, Sarah Noble Intermediate School effective August 20, 2021.<br/>2021-2022 Salary – \$54,843 (Step 1 Masters)</p>           | <p><i>Education History:</i><br/>BA: Mt. St. Mary College<br/>Major: Childhood/Special Education<br/>MA: Grand Canyon University<br/>Major: Autism Spectrum Disorders</p> <p><i>Work Experience:</i><br/>Tutor/Substitute Teacher New Milford</p> <p>Rep: C. Bonnell</p>                |
| <p><b>12. Ms. Jennifer Morrison</b>, Technology Integration Specialist, Schaghticoke Middle School effective August 20, 2021.</p>  | <p>Current Staff member:<br/>Computer Education Teacher at Schaghticoke Middle School</p> <p>New Budgeted – ESSER II Grant</p>  |
| <p><b>13. Mrs. Heather O'Loughlin</b>, Head Teacher for Grade 3, Sarah Noble Intermediate School effective August 20, 2021.<br/>2021-2022 stipend - \$2,931</p>                    | <p>Staff member since 2006</p>  |

<p><b>14. Mrs. Amy Wheeler</b>, Art Teacher, Hill and Plain School effective August 20, 2021. 2021-2022 Salary – \$62,713 (Step 5 Sixth Yr)</p> <p><b>15. Mrs. Ashley Wyka</b>, Special Education Teacher, Schaghticoke Middle School rescind resignation effective August 5, 2021.</p>	<p><i>Education History:</i> BFA: WCSU Major: Art MS: University of Bridgeport Major: Elementary Education</p> <p>6 yrs. Norwalk Schools</p> <p>Replacing: N. Duverger</p> <p>Rescind resignation from May 18, 2021</p> <p>Position redeployed from SNIS</p>
<p><b>4. MISCELLANEOUS STAFF</b> <b>a. RESIGNATIONS</b> 1. None currently</p>	
<p><b>5. MISCELLANEOUS STAFF</b> <b>b. APPOINTMENTS</b> 1. None currently</p>	
<p><b>6. NON-CERTIFIED STAFF AND LICENSED STAFF</b> <b>a. RESIGNATIONS</b> 1. <b>Mrs. Sharon Morris</b>, Paraeducator, Sarah Noble Intermediate School effective July 20, 2021.</p>	<p>Took position elsewhere</p>
<p><b>7. NON-CERTIFIED AND LICENSED STAFF</b> <b>b. APPOINTMENTS</b></p> <p>1. <b>Ms. Jessica Bates</b>, Paraeducator, Sarah Noble Intermediate School effective August 23, 2021.</p> <p>2. <b>Mrs. Donna DiFabbio</b>, EXCEL Tutor, Northville Elementary School effective August 25, 2021.</p> <p>3. <b>Mr. Nicholas Guastaferrro</b>, Paraeducator, Sarah Noble Intermediate School effective August 23, 2021.</p> <p>4. <b>Mrs. Carolyn Hibbard</b>, EXCEL Tutor, Northville Elementary School effective August 25, 2021.</p>	<p>\$15.06 per hour - Hire Rate \$16.64 per hour – Job Rate (after completion of probationary period) 7 hours per day/5 days per week</p> <p>Rep. J. Grossenbacher</p> <p><i>Education History:</i> BA: ECSU Major: Psychology</p> <p>\$16.00 per hour</p> <p>\$15.06 per hour - Hire Rate \$16.64 per hour – Job Rate (after completion of probationary period) 7 hours per day/5 days per week</p> <p>Rep. P. Vota</p> <p><i>Education History:</i> BS: WCSU Major: Elementary Education MS: WCSU Major: Elementary Education</p> <p>\$16.00 per hour</p>



5. **Ms. Chantel Kitzke**, Tutor, Hill and Plain School effective August 25, 2021.

*Education History:*

BS: WCSU

Major: Elementary Education

MA: Sacred Heart University

Major: Teaching

\$16.00 per hour

6. **Mrs. Deborah Meeker**, School Nurse, New Milford High School effective August 17, 2021.  
2021-2022 Salary – \$45,599

*Education History:*

AS: CCSU

Major: Nursing

*Work Experience:*

1 yr. Watertown Schools

½ yr. River Glen Health Care

Rep. J. Bieluch

7. **Mr. Philip Passero**, Paraeducator, Sarah Noble Intermediate School effective August 23, 2021.

\$15.06 per hour - Hire Rate

\$16.64 per hour – Job Rate

(after completion of probationary period)

7 hours per day/5 days per week

Rep. C. Shimko

8. **Mrs. Anna Pelillo**, Part-time (.50) Paraeducator, Northville Elementary School effective August 23, 2021.

\$15.06 per hour - Hire Rate

\$16.64 per hour – Job Rate

(after completion of probationary period)

3.5 hours per day/5 days per week

New budgeted – Covid-19 funds

**8. ADULT EDUCATION STAFF**

**a. RESIGNATIONS**

1. None currently

**9. ADULT EDUCATION STAFF**

**b. APPOINTMENTS**

1. None

**10. BAND STAFF**

**a. RESIGNATIONS**

1. None currently

**11. BAND STAFF**

**b. APPOINTMENTS**

1. None

## 12. COACHING STAFF

### a. RESIGNATIONS

- |   |                  |
|---|------------------|
| 1. <b>Ms. Maggie Heaton</b> , Assistant Girls' Swim Coach, New Milford High School effective July 22, 2021.         | Personal Reasons |
| 2. <b>Mrs. Nicole Nocera</b> , Freshman Field Hockey Coach, New Milford High School effective July 30, 2021.        | Personal Reasons |
| 3. <b>Mr. Ryan Rebstock</b> , Assistant Boys' Cross Country Coach, New Milford High School effective July 27, 2021. | Personal Reasons |

## 13. COACHING STAFF

### b. APPOINTMENTS

- |  |   |
|--|---|
| 1. <b>Mr. Chris Bacich</b> , Boys' Varsity Cross Country Coach, New Milford High School effective August 26, 2021.                             | 2021-2022 Stipend: \$3562                         |
| 2. <b>Dr. Peter Bayers</b> , Boys' Volunteer Soccer Coach, New Milford High School effective August 26, 2021.                                  | Volunteer   |
| 3. <b>Ms. Kerri Bell</b> , Girls' JV Assistant Volleyball Coach, New Milford High School effective August 26, 2021.                            | 2021-2022 Stipend: \$3149                         |
| 4. <b>Mr. Andrew Bimonte</b> , Girls' Freshman Field Hockey Coach, New Milford High School effective August 26, 2021, pending coaching permit. | 2021-2022 Stipend: \$3149<br>Current Staff Member |
| 5. <b>Mrs. Daniella Brooks</b> , Girls' Assistant Cross Country Coach, New Milford High School effective August 26, 2021.                      | 2021-2022 Stipend: \$2315<br>Current Staff Member |
| 6. <b>Mrs. Eileen Fino</b> , Girls' Volunteer Volleyball Coach, New Milford High School effective August 26, 2021.                             | Volunteer<br>Current Staff Member                 |
| 7. <b>Mr. Mason Flynn</b> , Boys' Assistant Football Coach, New Milford High School effective August 16, 2021.                                 | 2021-2022 Stipend: \$3965<br>Current Staff Member |
| 8. <b>Mr. Mark Grant</b> , Girls' and Boys' Unified Soccer Coach, New Milford High School effective September 22, 2021.                        | 2021-2022 Stipend: \$992<br>Current staff member  |
| 9. <b>Ms. Maggie Heaton</b> , Girls' Volunteer Swimming & Diving Coach, New Milford High School effective August 26, 2021.                     | Volunteer   |
| 10. <b>Ms. Dawn Hough</b> , Girls' Varsity Field Hockey Coach, New Milford High School effective August 26, 2021.                              | 2021-2022 Stipend: \$4846                         |

<b>11. Mr. Devin Jasso</b> , Boys' Volunteer Football Coach, New Milford High School effective August 16, 2021 pending coaching permit.	Volunteer
<b>12. Mrs. Stephanie Kubisek</b> , Girls' Varsity Swimming and Diving Coach, New Milford High School effective August 26, 2021.	2021-2022 Stipend: \$4520 Current Staff Member
<b>13. Mr. Craig Lyons</b> , Boys' Volunteer Football Coach, New Milford High School effective August 16, 2021.	Volunteer
<b>14. Mr. Cody Madden</b> , Boys' Assistant Football Coach, New Milford High School effective August 16, 2021.	2021-2022 Stipend: \$3965 Current Staff Member
<b>15. Mr. Michael Madden</b> , Boys' Volunteer Football Coach, New Milford High School effective August 16, 2021.	Volunteer
<b>16. Mr. Sean Mahon</b> , Boys' Assistant Football Coach, New Milford High School effective August 16, 2021.	2021-2022 Stipend: \$3965 Current Staff Member
<b>17. Mr. Greg Marsan</b> , Girls' Varsity Soccer Coach, New Milford High School effective August 26, 2021.	2021-2022 Stipend: \$4846
<b>18. Mrs. Carol Mastersanti</b> , Volunteer Varsity Cheerleading Coach, New Milford High School effective August 26, 2021.	Volunteer
<b>19. Ms. Sarah Mastersanti</b> , Varsity Cheerleading Coach, New Milford High School effective August 26, 2021.	2021-2022 Stipend: \$3603
<b>20. Ms. Jessica Melendez</b> , Varsity Dance Coach, New Milford High School effective August 26, 2021.	2021-2022 Stipend: \$1486
<b>21. Mr. James Mullin</b> , Boys' Varsity Golf Coach, New Milford High School effective August 16, 2021.	2021-2022 Stipend: \$3142
<b>22. Ms. Bethany Mihaly</b> , Girls' Assistant Swimming and Diving Coach, New Milford High School effective August 26, 2021.	2021-2022 Stipend: \$2938
<b>23. Mr. Clinton Murphy</b> , Boys' Volunteer Football Coach, New Milford High School effective August 16, 2021.	Volunteer
<b>24. Mr. Patrick Murphy</b> , Boys' Volunteer Soccer Coach, New Milford High School effective August 26, 2021.	Volunteer

<b>25. Mr. Sean Murray</b> , Boys' Varsity Football Coach, New Milford High School effective August 16, 2021.	2021-2022 Stipend: \$6099 Current staff member
<b>26. Mrs. Victoria Murray</b> , Fall Weight Room Supervisor, New Milford High School effective September 1, 2021.	2021-2022 Stipend: \$4933 Current staff member
<b>27. Mr. Anthony Nocera</b> , Girls' Varsity Volleyball Coach, New Milford High School effective August 26, 2021.	2021-2022 Stipend: \$4846 Current staff member
<b>28. Mr. Michael Nahom</b> , Boys' Assistant Cross Country Coach, New Milford High School effective August 16, 2021.	2021-2022 Stipend: \$2315
<b>29. Mr. Louis Pereira</b> , Boys' Varsity Soccer Coach, New Milford High School effective August 26, 2021.	2021-2022 Stipend: \$4846
<b>30. Mr. Zachary Pereira</b> , Boys' JV Soccer Coach, New Milford High School effective August 26, 2021.	2021-2022 Stipend: \$3149
<b>31. Mr. Chris Rigdon</b> , Boys' Assistant Football Coach, New Milford High School effective August 16, 2021.	2021-2022 Stipend: \$3965
<b>32. Mrs. Lisa Stein</b> , Girls' Freshman Volleyball Coach, New Milford High School effective August 26, 2021.	2021-2022 Stipend: \$2424
<b>33. Ms. Sarah Swann</b> , Girls' Assistant Soccer Coach, New Milford High School effective August 26, 2021.	2021-2022 Stipend: \$3149 Current staff member
<b>34. Mr. Darren Trim</b> , Boys' Volunteer Soccer Football Coach, New Milford High School effective August 26, 2021.	Volunteer
<b>35. Mr. Giles Vaughan</b> , Girls' Varsity Cross Country Coach, New Milford High School effective August 26, 2021.	2021-2022 Stipend: \$3562 Current staff member
<b>36. Mr. David Warren</b> , Boys' Assistant Football Coach, New Milford High School effective August 16, 2021.	2021-2022 Stipend: \$3965
<b>37. Mr. John Wrenn</b> , Boys' Assistant Freshman Soccer Coach, New Milford High School effective August 26, 2021.	2021-2022 Stipend: \$2424
<b>38. Ms. Jennifer Wyslick</b> , Girls' JV Field Hockey Coach, New Milford High School effective August 26, 2021.	2021-2022 Stipend: \$3149

**14. LEAVES OF ABSENCE**

- |   |              |
|---|--------------|
| <b>1. Mrs. Noelle Fanas</b> , Elementary Teacher, Northville Elementary School requests an unpaid leave of absence for the 2021-2022 school year.                     | Unpaid leave |
| <b>2. Ms. Karen McKay</b> , Food Service Worker, Sarah Noble Intermediate School requests an unpaid leave of absence from August 25, 2021 to a date to be determined. | Unpaid leave |
| <b>3. Mrs. Jaclyn Mattison</b> , Special Education Teacher, Hill and Plain School requests an unpaid leave of absence from August 20, 2021 through January 2, 2022.   | Unpaid leave |



RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	30,341,363	0	30,341,363	369,566	27,553,380	2,418,418	92.03%
100'S	SALARIES - NON CERTIFIED	9,589,390	0	9,589,390	519,738	4,381,914	4,687,738	51.12%
200'S	BENEFITS	10,810,557	0	10,810,557	2,611,784	6,720,516	1,478,258	86.33%
300'S	PROFESSIONAL SERVICES	3,948,255	0	3,948,255	583,187	2,323,051	1,042,017	73.61%
400'S	PROPERTY SERVICES	925,069	0	925,069	82,913	428,457	413,698	55.28%
500'S	OTHER SERVICES	9,082,593	0	9,082,593	335,941	6,346,811	2,399,841	73.58%
600'S	SUPPLIES	2,588,172	0	2,588,172	69,073	1,783,691	735,409	71.59%
700'S	CAPITAL	14,404	0	14,404	0	0	14,404	0.00%
800'S	DUES AND FEES	95,928	0	95,928	34,654	18,195	43,079	55.09%
900'S	REVENUE	-1,549,707	0	-1,549,707	0	0	-1,549,707	0.00%
<b>GRAND TOTAL</b>		<b>65,846,024</b>	<b>0</b>	<b>65,846,024</b>	<b>4,606,856</b>	<b>49,556,015</b>	<b>11,683,154</b>	<b>82.26%</b>

## 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	4,003	0	514,873	0.77%
51201	SALARIES - NON CERT - PARA EDUCATORS	2,099,881	0	2,099,881	22,396	272,163	1,805,322	14.03%
51202	SALARIES - NON CERT - SUBSTITUTES	925,202	0	925,202	1,089	0	924,113	0.12%
51210	SALARIES - NON CERT - SECRETARY	1,919,636	0	1,919,636	157,259	1,574,149	188,227	90.19%
51225	SALARIES - NON CERT - TUTORS	275,695	0	275,695	0	0	275,695	0.00%
51240	SALARIES - NON CERT - CUSTODIAL	1,939,639	0	1,939,639	209,178	1,480,019	250,442	87.09%
51250	SALARIES - NON CERT - MAINTENANCE	936,257	0	936,257	96,157	677,554	162,546	82.64%
51285	SALARIES - NON CERT - TECHNOLOGY	493,540	0	493,540	25,403	378,028	90,108	81.74%
51336	SALARIES - NON CERT - NURSES	480,665	0	480,665	4,253	0	476,413	0.88%
<b>TOTAL</b>		<b>9,589,390</b>	<b>0</b>	<b>9,589,390</b>	<b>519,738</b>	<b>4,381,914</b>	<b>4,687,738</b>	<b>51.12%</b>

## BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	618,237	0	618,237	39,604	0	578,633	6.41%
52201	BENEFITS - MEDICARE	528,854	0	528,854	13,093	0	515,761	2.48%
52300	BENEFITS - PENSION	918,524	0	918,524	918,524	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	33,000	0	33,000	0	15,000	18,000	45.45%
52810	BENEFITS - HEALTH INSURANCE	8,050,300	0	8,050,300	1,524,452	6,164,985	360,864	95.52%
52820	BENEFITS - DISABILITY INSURANCE	125,000	0	125,000	8,077	116,923	0	100.00%
52830	BENEFITS - LIFE INSURANCE	126,000	0	126,000	8,513	112,487	5,000	96.03%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	410,642	0	410,642	99,521	311,121	0	100.00%
<b>TOTAL</b>		<b>10,810,557</b>	<b>0</b>	<b>10,810,557</b>	<b>2,611,784</b>	<b>6,720,516</b>	<b>1,478,258</b>	<b>86.33%</b>

*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	30,341,363	0	30,341,363	369,566	27,553,380	2,418,418	92.03%
51200	NON-CERTIFIED SALARIES	9,589,390	0	9,589,390	519,738	4,381,914	4,687,738	51.12%
52000	BENEFITS	10,810,557	0	10,810,557	2,611,784	6,720,516	1,478,258	86.33%
53010	LEGAL SERVICES	224,553	0	224,553	0	224,553	0	100.00%
53050	CURRICULUM DEVELOPMENT	75,000	0	75,000	4,626	0	70,374	6.17%
53200	PROFESSIONAL SERVICES	2,201,248	0	2,201,248	372,835	1,504,083	324,330	85.27%
53201	MEDICAL SERVICES - SPORTS	30,500	0	30,500	0	0	30,500	0.00%
53210	TIME & ATTENDANCE SOFTWARE	11,800	0	11,800	0	0	11,800	0.00%
53220	IN SERVICE	117,150	0	117,150	45,413	0	71,737	38.76%
53230	PUPIL SERVICES	622,224	0	622,224	29,948	384,794	207,482	66.65%
53300	OTHER PROF/ TECH SERVICES	59,800	0	59,800	95	2,365	57,340	4.11%
53310	AUDIT/ACCOUNTING	40,500	0	40,500	40,500	0	0	100.00%
53500	TECHNICAL SERVICES	233,708	0	233,708	82,591	1,160	149,957	35.84%
53530	SECURITY SERVICES	218,672	0	218,672	0	201,793	16,879	92.28%
53540	SPORTS OFFICIALS SERVICES	113,100	0	113,100	7,178	4,304	101,618	10.15%
54101	CONTRACTUAL TRASH PICK UP	96,748	0	96,748	7,292	59,645	29,811	69.19%
54301	REPAIRS & MAINTENANCE	475,487	0	475,487	51,320	244,412	179,754	62.20%
54302	FIRE / SECURITY MAINTENANCE	2,500	0	2,500	0	1,074	1,426	42.96%
54303	GROUND MAINTENANCE	12,700	0	12,700	0	6,500	6,200	51.18%
54310	GENERAL REPAIRS	43,970	0	43,970	111	3,668	40,190	8.60%
54320	TECHNOLOGY RELATED REPAIRS	29,847	0	29,847	0	0	29,847	0.00%
54411	WATER	68,195	0	68,195	3,061	65,134	0	100.00%
54412	SEWER	15,559	0	15,559	6,581	6,581	2,397	84.60%
54420	LEASE/RENTAL EQUIP/VEH	180,063	0	180,063	14,548	41,442	124,073	31.09%
55100	PUPIL TRANSPORTATION - OTHER	116,250	0	116,250	0	0	116,250	0.00%
55101	PUPIL TRANS - FIELD TRIP	22,750	0	22,750	0	0	22,750	0.00%
55110	STUDENT TRANSPORTATION	4,996,291	0	4,996,291	0	4,244,807	751,484	84.96%
55200	GENERAL INSURANCE	296,763	0	296,763	280,224	0	16,539	94.43%
55300	COMMUNICATIONS	50,240	0	50,240	4,158	45,938	144	99.71%
55301	POSTAGE	32,750	0	32,750	1,252	30,979	519	98.42%
55302	TELEPHONE	80,069	0	80,069	4,127	64,279	11,663	85.43%

*EXPENDITURES*

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	8,000	0	8,000	0	0	8,000	0.00%
55505	PRINTING	33,010	0	33,010	0	8,090	24,920	24.51%
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	44,676	567,865	389,856	61.11%
55630	TUITION - PRIVATE PLACEMENTS	2,362,209	0	2,362,209	1,504	1,378,553	982,151	58.42%
55800	TRAVEL	46,864	0	46,864	0	6,300	40,564	13.44%
56100	GENERAL INSTRUCTIONAL SUPPLIES	167,207	0	167,207	664	9,943	156,600	6.34%
56110	INSTRUCTIONAL SUPPLIES	430,051	0	430,051	54,182	63,253	312,616	27.31%
56120	ADMIN SUPPLIES	32,678	0	32,678	638	3,116	28,924	11.49%
56210	NATURAL GAS	188,000	0	188,000	0	188,000	0	100.00%
56220	ELECTRICITY	990,569	0	990,569	0	990,569	0	100.00%
56230	PROPANE	3,900	0	3,900	0	3,870	30	99.23%
56240	OIL	211,068	0	211,068	0	206,584	4,484	97.88%
56260	GASOLINE	27,186	0	27,186	0	20,096	7,090	73.92%
56290	FACILITIES SUPPLIES	317,042	0	317,042	12,245	233,067	71,730	77.38%
56291	MAINTENANCE COMPONENTS	16,475	0	16,475	588	3,612	12,275	25.49%
56292	UNIFORMS/ CONTRACTUAL	13,100	0	13,100	0	3,500	9,600	26.72%
56293	GROUNDKEEPING SUPPLIES	22,585	0	22,585	402	13,098	9,085	59.77%
56410	TEXTBOOKS	26,127	0	26,127	0	0	26,127	0.00%
56411	CONSUMABLE TEXTS	32,455	0	32,455	0	17,496	14,959	53.91%
56420	LIBRARY BOOKS	51,928	0	51,928	0	18,159	33,769	34.97%
56430	PERIODICALS	16,162	0	16,162	170	9,302	6,690	58.61%
56460	WORKBOOKS	2,535	0	2,535	0	0	2,535	0.00%
56500	SUPPLIES - TECH RELATED	39,104	0	39,104	183	26	38,895	0.54%
57345	INSTRUCTIONAL EQUIPMENT	4,500	0	4,500	0	0	4,500	0.00%
57400	GENERAL EQUIPMENT	6,127	0	6,127	0	0	6,127	0.00%
57500	FURNITURE & FIXTURES	95,928	0	95,928	34,654	18,195	43,079	55.09%
58100	DUES & FEES	3,777	0	3,777	0	0	3,777	0.00%
<b>EXPENDITURE TOTAL</b>		<b>67,395,731</b>	<b>0</b>	<b>67,395,731</b>	<b>4,606,856</b>	<b>49,556,015</b>	<b>13,232,861</b>	<b>80.37%</b>





## 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	0	0	-60,507	0.00%
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	0	0	-55,000	0.00%
49102	BUILDING USE FEES (CUSTODIAL)	-27,951	0	-27,951	0	0	-27,951	0.00%
44800	REGULAR ED TUITION	-114,400	0	-114,400	0	0	-114,400	0.00%
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	0	0	-25,400	0.00%
44861	PARKING PERMIT FEES	-59,824	0	-59,824	0	0	-59,824	0.00%
<b>REVENUE TOTAL</b>		<b>-1,549,707</b>	<b>0</b>	<b>-1,549,707</b>	<b>0</b>	<b>0</b>	<b>-1,549,707</b>	<b>0.00%</b>

<b>GRAND TOTAL</b>	<b>65,846,024</b>	<b>0</b>	<b>65,846,024</b>	<b>4,606,856</b>	<b>49,556,015</b>	<b>11,683,154</b>	<b>82.26%</b>
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<b>BOE Capital Reserve Acct #43020000-10101</b>	
Total as of 5/31/21	551,019
NMHS Electronic Sign	-45,829
NMHS Gym Floor	-8,675
Silver/Petrucelli proposal	-6,600
Maxx renovations	-20,000
State of CT Security Grant	-201,876
Contribution Towards NMHS Roof Replacement	-250,000
<b>Total as of 7/31/21</b>	<b>18,040*</b>
* Does not include approved but pending final audit contribution from the BOE 20/21 fiscal year end balance in the amount of \$2,583,083 (estimated)	

<b>Turf Field Replacement Acct #43020000-10130</b>	
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
<b>Total as of 7/31/21</b>	<b>160,225**</b>
** Does not include approved but pending final audit contribution from the BOE fiscal year end balance in the amount of \$100,000	



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Funding	Location	Vendor Name	Description	Amount	Object Code
GENERAL	DISTRICT	ADMINISTRATOR UNEMPLOYMENT COMP	21/22 YEARLY - UNEMPLOYMENT INSURANCE	\$15,000.00	52600
GENERAL	FACILITIES	AIR TEMP MECHANICAL SERVICES	21/22 YEARLY - HVAC CONTRACT SERVICE	\$19,000.00	54301
GENERAL	FACILITIES	AIR TEMP MECHANICAL SERVICES	21/22 YEARLY - ANNUAL CHILLER MAINTENANCE	\$10,000.00	54301
GENERAL	DISTRICT	ALL STAR TRANSPORTATION	21/22 YEARLY - STUDENT TRANSPORTATION	\$3,842,000.00	55110
GENERAL	DISTRICT	ALL STAR TRANSPORTATION	21/22 YEARLY - IN/OUT TRANS. FOR REG. ED & SPED	\$103,100.00	55110
GENERAL	DISTRICT	AMER. FAMILY LIFE ASSURANCE CO	21/22 YEARLY - LIFE INSURANCE COVERAGE	\$15,613.56	52810
GENERAL	SPED	AMERICAN SCHOOL FOR THE DEAF	21/22 YEARLY - SCHOOL YEAR TUITION	\$38,136.00	55630
GENERAL	DISTRICT	ANTHEM BLUE CROSS & BLUE SHIELD	21/22 YEARLY - HEALTHCARE COVERAGE	\$6,804,161.00	52810
GENERAL	DISTRICT	AQUARION WATER CO OF CT	21/22 YEARLY - DISTRICT WATER FEES	\$68,195.00	54411
<b>GRANT</b>	<b>DOI</b>	<b>ASCD - ASSOC SUPERVIS</b>	<b>ASCD ACTIVATE - 5 SCHOOLS</b>	<b>\$21,000.00</b>	<b>53300</b>
GENERAL	SPED	ASPIRE LIVING & LEARNING INC	21/22 YEARLY - AUTISM SERVICES	\$581,999.50	53200
GENERAL	FACILITIES	BETHEL POWER EQUIPMENT	21/22 YEARLY - GROUNDSKEEPING SUPPLIES	\$5,250.00	54301
GENERAL	SPED	BRIDGEPORT BOARD OF ED	21/22 YEARLY - TUTORIAL SERVICES FOR SPED	\$5,000.00	55610
GENERAL	SPED	CAPITOL REGION EDUCATION COUNCIL	21/22 YEARLY - TUTORIAL SERVICES FOR SPED	\$5,000.00	55630
GENERAL	SPED	CENTER FOR CHILDREN W/SPECIAL NEEDS	21/22 YEARLY - BEHAVIORAL/AUTISM CONSULT & EVALS	\$7,000.00	53230
GENERAL	DISTRICT	CHARTER COMMUNICATIONS	21/22 YEARLY - NMHS PHONE, INTERNET PLUS, COAX	\$7,340.00	55302
GENERAL	DISTRICT	CHARTER COMMUNICATIONS	21/22 YEARLY - CO FIBER, PHONES, WEB HOSTING	\$6,976.67	55300
GENERAL	DISTRICT	CHARTER COMMUNICATIONS	21/22 YEARLY - PHONES SNIS	\$5,302.50	55302
GENERAL	DISTRICT	CHARTER COMMUNICATIONS	21/22 YEARLY - SMS PHONES	\$5,151.00	55302
GENERAL	DISTRICT	CIGNA BEHAVIORAL HEALTH	21/22 YEARLY - EMPLOYEE ASSISTANCE PLAN	\$22,579.00	52810
GENERAL	FACILITIES	CLEARWATER INDUSTRIES	21/22 YEARLY - WATER TREATMENTS	\$13,684.32	54301
GENERAL	FACILITIES	COLONIAL AUTOMOBILE CO	21/22 YEARLY - AUTOMOTIVE REPAIRS	\$5,000.00	54303
GENERAL	SPED	COOPERATIVE EDUCATION SERVICES	21/22 YEARLY - ESY AND SCHOOL YEAR TUITION	\$172,501.00	55610
GENERAL	DISTRICT	CT ASSOC. OF BOE	21/22 YEARLY - DISTRICT MEMBERSHIP	\$16,275.00	58100
GENERAL	NMHS	CT ASSOC. OF SCHOOLS	21/22 YEARLY - HIGH SCHOOL MEMBERSHIP	\$5,200.00	58100
GENERAL	DISTRICT	CT INTERLOCAL RISK MANAGEMENT	21/22 YEARLY - WORKERS COMP. PAYMENTS	\$440,987.20	52900



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Funding	Location	Vendor Name	Description	Amount	Object Code
GENERAL	DISTRICT	CT INTERLOCAL RISK MANAGEMENT	21/22 YEARLY - LIABILITY AUTO PROPERTY INSURANCE	\$280,224.00	55200
GENERAL	SPED	CT JUNIOR REPUBLIC	21/22 YEARLY - ESY AND SCHOOL YEAR TUITION	\$57,780.00	55630
GENERAL	FACILITIES	CT LIGHT AND POWER	21/22 YEARLY - NMHS ELECTRIC	\$426,152.00	56220
GENERAL	DISTRICT	CT LIGHT AND POWER	21/22 YEARLY - SNIS ELECTRIC	\$245,200.00	56220
GENERAL	DISTRICT	CT LIGHT AND POWER	21/22 YEARLY - SMS ELECTRIC	\$136,158.00	56220
GENERAL	DISTRICT	CT LIGHT AND POWER	21/22 YEARLY - NMHS GAS	\$114,000.00	56210
GENERAL	DISTRICT	CT LIGHT AND POWER	21/22 YEARLY - SNIS GAS	\$90,000.00	56210
GENERAL	DISTRICT	CT LIGHT AND POWER	21/22 YEARLY - NES ELECTRIC	\$76,567.00	56220
GENERAL	DISTRICT	CT LIGHT AND POWER	21/22 YEARLY - HPS ELECTRIC	\$66,759.00	56220
GENERAL	DISTRICT	CT LIGHT AND POWER	21/22 YEARLY - CO ELECTRIC	\$21,405.00	56220
GENERAL	DISTRICT	CT LIGHT AND POWER	21/22 YEARLY - FACILITIES ELECTRIC	\$18,328.00	56220
GENERAL	SPED	CT PEDIATRIC NEUROPSYCH ASSOCIATES	21/22 YEARLY - NEUROPSYCH EVALUATIONS	\$7,000.00	53230
<b>GRANT</b>	<b>DOI</b>	<b>CT SCIENCE CENTER</b>	<b>SCIENCE CURRICULUM SUPPORT FOR SMS</b>	<b>\$7,830.00</b>	<b>53300</b>
GENERAL	DISTRICT	DANBURY PUBLIC SCHOOLS ADMIN. CENTER	21/22 YEARLY - MAGNET SCHOOL TUITION	\$37,800.00	55610
GENERAL	FACILITIES	DANBURY WINSUPPLY	21/22 YEARLY - PLUMBING SUPPLIES	\$9,000.00	56290
GENERAL	FACILITIES	DAVID J HULL	21/22 YEARLY - FIRE ALARM MONITORING	\$7,132.96	54301
GENERAL	FACILITIES	DEER & TICK GUARD	21/22 YEARLY - TICK CONTROL	\$5,540.00	54301
GENERAL	TECH	DELL MARKETING	21/22 YEARLY - POWER EDGE R730 UPGRADES & EXTENSIONS	\$14,269.20	53500
GENERAL	FACILITIES	DUDE SOLUTIONS	21/22 YEARLY - WORK ORDER SOFTWARE	\$11,474.37	54301
GENERAL	FACILITIES	DUMOUCHEL PAPER COMPANY	21/22 YEARLY - CUSTODIAL EQUIPMENT REPAIR	\$5,000.00	54301
GENERAL	SPED	EAGLE HILL FOUNDATION INC	21/22 YEARLY - SCHOOL YEAR TUITION PER MEDIATION	\$38,110.00	55630
GENERAL	DOI	EDADVANCE	21/22 YEARLY - LIVEBOOK	\$12,000.00	53220
GENERAL	SPED	EFFECTIVE SCHOOL SOLUTIONS	21/22 YEARLY - THERAPEUTIC MENTAL HEALTH SERV.	\$158,100.00	53200
GENERAL	FACILITIES	ELECTRICAL WHOLESALERS	21/22 YEARLY - ELECTRICAL MATERIALS	\$9,000.00	56290
GENERAL	SPED	EVAN HACK MD	21/22 YEARLY - PEDIATRIC CONSULTATION	\$5,000.00	53230
GENERAL	NMHS	EXPLORELEARNING	SCHOOL GIZMO SCIENCE DEPT LICENSE	\$6,175.00	58100



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Funding	Location	Vendor Name	Description	Amount	Object Code
GENERAL	FACILITIES	F&M ELECTRIC SUPPLY CO	21/22 YEARLY - ELECTRICAL SUPPLIES	\$9,000.00	56290
GENERAL	FACILITIES	FAIRFIELD FAMILY BATTERY COMPANY	21/22 YEARLY - BATTERIES	\$5,500.00	56290
GENERAL	FACILITIES	FIRE PROTECTION TESTING	21/22 YEARLY - INSPECTION OF SPRINKLERS & EMERG. LIGHT	\$12,110.00	54301
GENERAL	SPED	FOUR WINDS HOSPITAL	21/22 YEARLY - TUTORIAL SERVICES FOR SPED	\$8,000.00	55630
GENERAL	DISTRICT	FRONTIER COMMUNICATION	21/22 YEARLY - DISTRICT INTERNET AND PHONES	\$131,941.38	55300
GENERAL	DISTRICT	FRONTLINE TECHNOLOGYNOLOGIES GROUP	TIME-ATTENDANCE/APPLICANT TRACKING SOFTWARE	\$28,992.80	53200
GENERAL	SPED	FRONTLINE TECHNOLOGYNOLOGIES GROUP	2021-22 IEP DIRECT FOR IEP ONLINE PROGRAM	\$20,372.00	53230
GENERAL	DOI	FRONTLINE TECHNOLOGYNOLOGIES GROUP	RTI/504 DIRECT SUBSCRIPTION	\$10,633.42	56110
GENERAL	FACILITIES	FUSS & O'NEILL	21/22 YEARLY - ASBESTOS MANAGEMENT	\$10,000.00	54301
GENERAL	FACILITIES	FW WEBB	21/22 YEARLY - PLUMBING SUPPLIES	\$10,000.00	56290
GENERAL	FACILITIES	GRAINGER	21/22 YEARLY - MAINTENANCE/CUSTODIAL SUPPLIES	\$5,500.00	56290
GENERAL	SPED	HALL-BROOKE BEHAVIORAL HEALTH SERVICES	21/22 YEARLY - TUTORIAL SERVICES FOR SPED	\$5,000.00	55630
GENERAL	FACILITIES	HAT CITY PAPER COMPANY	21/22 YEARLY - CUSTODIAL SUPPLIES	\$64,000.00	56290
GENERAL	FACILITIES	HOME DEPOT CREDIT SERVICES	21/22 YEARLY - CUSTODIAL/MAINTENANCE SUPPLIES	\$23,000.00	56290
GENERAL	FACILITIES	HOME DEPOT CREDIT SERVICES	21/22 YEARLY - MAINTENANCE/CUSTODIAL SUPPLIES	\$5,000.00	56290
GENERAL	DISTRICT	HUMANA INSURANCE CO	21/22 YEARLY - VISION INSURANCE	\$23,377.00	52810
GENERAL	TECH	IBOSS INC	21/22 YEARLY - MALWARE DEFENSE SUBSCRIPTION	\$9,595.00	53500
GENERAL	TECH	INCIDENT IQ	21/22 YEARLY - I.T. HELP DESK SOFTWARE	\$9,830.50	53500
GENERAL	SPED	INTERPRETERS & TRANSLATORS	21/22 YEARLY - INTERPRETING FOREIGN LANGUAGES @SNIS	\$7,000.00	53230
GENERAL	SPED	JEFFREY LANDAU	21/22 YEARLY - OUTSIDE PSYCH EVALUATIONS	\$10,000.00	53230
GENERAL	SPED	JEFFREY WICKLINE, INT. PEDIATRIC THERAPY	21/22 YEARLY - OT/PT SERVICES	\$285,146.00	53230
GENERAL	SPED	JOHN GELINAS MD	21/22 YEARLY - OUTSIDE PSYCH EVALUATIONS	\$10,800.00	53230
GENERAL	SPED	KINNEY MANAGEMENT SERVICES	21/22 YEARLY - LICENSE FEE	\$15,200.00	53200
GENERAL	SPED	KLINGBERG FAMILY CENTERS	21/22 YEARLY - ESY AND SCHOOL YEAR TUITION	\$124,321.09	55630
GENERAL	FACILITIES	KONE INC	21/22 YEARLY - ANNUAL ELEVATOR REPAIRS SNIS	\$6,600.00	54301
GENERAL	SPED	KRISTI SACCO ADORANTE	21/22 YEARLY - NEUROPSYCH EVALUATIONS	\$7,000.00	53230



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Funding	Location	Vendor Name	Description	Amount	Object Code
GENERAL	DOI	LEARNING A-Z	DISTRICT WIDE LEARNING A-Z SUBSCRIPTION	\$44,876.75	53200
GENERAL	DISTRICT	MCKELLAN GROUP	21/22 YEARLY - LIFE INSURANCE, AD &D/L TD	\$246,000.00	52830
GENERAL	SPED	MICHELINE HARKIN	21/22 YEARLY - ASSISTIVE TECHNOLOGY CONSULT & EVAL	\$23,400.00	53230
GENERAL	FACILITIES	MODERN PEST SERVICES	21/22 YEARLY - PEST CONTROL	\$5,859.32	54301
GENERAL	FACILITIES	MODERN PLUMBING SUPPLY	21/22 YEARLY - PLUMBING SUPPLIES	\$6,000.00	56290
GENERAL	DISTRICT	MURPHY ROAD HOLDINGS	21/22 YEARLY - TRASH & SINGLE STREAM HAUL.	\$66,937.04	54101
GENERAL	SPED	NAME WITHHELD	REIMBURSEMENT FOR TUITION BASED ON SETTLEMENT	\$147,500.00	55630
GENERAL	DISTRICT	NEW MILFORD POLICE DEPARTMENT	21/22 YEARLY - SECURITY SERVICES FOR SNIS	\$27,000.00	53530
GENERAL	DISTRICT	NEW MILFORD POLICE DEPARTMENT	21/22 YEARLY - NES SECURITY	\$26,000.00	53530
GENERAL	DISTRICT	NEW MILFORD POLICE DEPARTMENT	21/22 YEARLY - HPS SECURITY SERVICES	\$23,000.00	53530
GENERAL	DISTRICT	NEW MILFORD SEWER COMMISION	21/22 YEARLY - SEWER USE @ NMHS, SNIS & CO	\$13,162.26	54412
GENERAL	DOI	NEWSELA, INC	21/22 YEARLY - DISTRICT SUBSCRIPTION	\$27,588.00	53220
GENERAL	FACILITIES	NEXT GEN SUPPLY GROUP	21/22 YEARLY - CLEANING SUPPLIES	\$63,784.00	56290
GENERAL	DISTRICT	NORBERT MITCHELL	21/22 YEARLY - PROPANE	\$179,627.00	55110
GENERAL	DISTRICT	NORBERT MITCHELL	21/22 YEARLY - SMS OIL	\$91,777.00	56240
GENERAL	DISTRICT	NORBERT MITCHELL	21/22 YEARLY - HPS OIL	\$47,440.00	56240
GENERAL	DISTRICT	NORBERT MITCHELL	21/22 YEARLY - NES OIL	\$36,746.00	56240
GENERAL	DISTRICT	NORBERT MITCHELL	21/22 YEARLY - CO OIL	\$26,250.00	56240
GENERAL	FACILITIES	NORBERT MITCHELL	21/22 YEARLY - FACILITIES FUEL SYSTEM	\$19,536.00	56260
GENERAL	DOI	NWEA	DISTRICT MAP TESTING	\$36,823.00	56110
GENERAL	SPED	OAK HILL	21/22 YEARLY - ESY AND SCHOOL YEAR TUITION	\$140,704.12	55630
GENERAL	DISTRICT	OCCUPATIONAL HEALTH CENTERS OF SW	21/22 YEARLY - PRE EMPLOYMENT PHYSICALS	\$11,000.00	53200
GENERAL	FACILITIES	OMNI DATA	21/22 YEARLY - SECURITY SYSTEMS MANAGEMENT	\$15,285.27	54301
GENERAL	FACILITIES	OTIS ELEVATOR COMPANY	21/22 YEARLY - ELEVATOR SERVICE SMS	\$8,456.28	54301
GENERAL	SPED	PEDIATRIC NEUROPSYCHOLOG. SERVICES	21/22 YEARLY - OUTSIDE NEUROPSYCH EVALS.	\$23,000.00	53230
GENERAL	FACILITIES	PLIMPTON & HILLS CORP	21/22 YEARLY - PLUMBING SUPPLIES	\$8,500.00	56290



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Funding	Location	Vendor Name	Description	Amount	Object Code
GENERAL	TECH	POWER SCHOOL GROUP LLC	JULY & AUGUST 2021 INVOICES	\$57,341.36	53200
GENERAL	TECH	PROFESSIONAL SOFTWARE FOR NURSES	SUPPORT MOVING TO PSNI CLOUD	\$5,260.00	53500
GENERAL	DISTRICT	PULLMAN & COMLEY LLC	21/22 YEARLY - RETAINER	\$224,553.00	53010
<b>GRANT</b>	<b>DOI</b>	<b>READING WRITING PROJECT NETWORK</b>	<b>TC SUPPORT FOR NES/HPS/SNIS</b>	<b>\$46,000.00</b>	<b>53300</b>
GENERAL	TECH	REDIKER SOFTWARE	3 MONTH OVERLAP EXTENSION 6/30/21 - 9/30/21	\$16,978.50	53500
GENERAL	SPED	ROBERT A DAVIS	SUPPORT TRAINING FOR NEW STAFF/COACHES	\$9,000.00	53230
GENERAL	FACILITIES	RUWET-SIBLEY EQUIP CORP	21/22 YEARLY - KUBOTA REPAIRS	\$5,000.00	54301
GENERAL	SNIS	SCHOOL SPECIALTY	GENERAL ED TEACHER SUPPLIES	\$8,459.96	56110
GENERAL	DISTRICT	SECURITAS SECURITY SERVICES	21/22 YEARLY - NMHS SECURITY SERVICES	\$101,803.00	53530
GENERAL	DISTRICT	SECURITAS SECURITY SERVICES	21/22 YEARLY - SMS SECURITY SERVICES	\$23,990.00	53530
GENERAL	FACILITIES	SHERWIN WILLIAMS	21/22 YEARLY - PAINTING SUPPLIES	\$5,524.40	56290
GENERAL	FACILITIES	SIEMENS INDUSTRY INC	21/22 YEARLY - DISTRICT WIDE CONTRACT	\$52,066.00	54301
GENERAL	FACILITIES	SITEONE LANDSCAPE SUPPLY	21/22 YEARLY - GROUNDSKEEPING SUPPLIES	\$5,000.00	56293
GENERAL	SPED	SOLTERRA ACADEMY	21/22 YEARLY - ESY AND SCHOOL YEAR TUITION	\$193,003.06	55630
GENERAL	SPED	SPECIALIZED EDUCATION OF CT	21/22 YEARLY - ESY AND SCHOOL YEAR TUITION	\$98,378.34	55630
GENERAL	SPED	SPEECH EXPRESS	21/22 YEARLY - SCHOOL YEAR TUITION	\$51,000.00	55630
GENERAL	SPED	ST VINCENT'S SPECIAL NEEDS SERVICES	21/22 YEARLY - ESY AND SCHOOL YEAR TUITION	\$110,400.00	55630
GENERAL	DISTRICT	TEAMSTERS LOCAL 677	21/22 YEARLY - CUSTODIAN/MAINTENANCE INSURANCE	\$848,000.00	52810
GENERAL	DISTRICT	TELESERV	21/22 YEARLY - MAINTENANCE DISTRICT PHONES	\$22,890.00	55302
GENERAL	SPED	THE FORMAN SCHOOL	21/22 YEARLY - SCHOOL YEAR TUITION PER MEDIATION	\$54,940.00	55630
GENERAL	DISTRICT	THE SOUTHPORT SCHOOL	21/22 YEARLY - SCHOOL YEAR TUITION PER MEDIATION	\$64,300.00	55630
GENERAL	FACILITIES	TK ELEVATOR	21/22 YEARLY - SNIS ELEVATOR REPAIR	\$12,404.00	54301
GENERAL	DISTRICT	TOWN OF NEW MILFORD	21/22 YEARLY - BOE PENSIONS	\$918,524.00	52300
GENERAL	DISTRICT	TOWN OF NEW MILFORD	21/22 YEARLY - NMBOE PORTION OF MUNIS SOFTWARE FEE	\$61,500.00	53200
GENERAL	DISTRICT	TOWN OF NEW MILFORD	21/22 YEARLY - AUDITORS FEES	\$40,500.00	53310
GENERAL	DISTRICT	TOWN OF NEW MILFORD	21/22 YEARLY - DIST. POSTAGE MACHINE USE	\$32,731.00	55301



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
GENERAL	FACILITIES	TRANE COMPANY	21/22 YEARLY - CHILLER MAINTENANCE	\$9,804.00	54301
GENERAL	DISTRICT	UNITED HEALTH CARE	21/22 YEARLY - MEDICARE	\$7,071.84	52810
GENERAL	DISTRICT	UNITED HEALTH CARE	21/22 YEARLY - HEALTHCARE COVERAGE	\$6,421.92	52810
GENERAL	SPED	WASHINGTON MONTESSORI SCHOOL	21/22 YEARLY - SCHOOL YEAR TUITION PER MEDIATION	\$17,500.00	55610
GENERAL	SPED	WHEELER CLINIC	21/22 YEARLY - ESY AND SCHOOL YEAR TUITION	\$130,985.00	55630
GENERAL	FACILITIES	WILLCO SALES AND SERVICE	21/22 YEARLY - OPERABLE WALL & BLEACHER SERVICE	\$25,090.00	54301
GENERAL	SPED	WOLCOTT PUBLIC SCHOOLS	21/22 YEARLY - SCHOOL YEAR TUITION	\$7,500.00	55610

Funding	Location	Vendor Name	Description	Amount	Object Code
COVID	FACILITIES	COMMUNICATIONS SUPPLY CORP	CAFETERIA DESK SHIELDS (170 UNITS WITH CLIPS)	\$38,475.60	57999
COVID	FACILITIES	DURKIN'S INC	TENTS AND ACCESSORIES FOR NMHS & SMS THROUGH 10/30/21	\$18,396.20	57999
COVID	TECHNOLOGY	PEAR DECK	PEAR DECK LICENSE SUBSCRIPTION	\$12,669.00	55999
COVID	TECHNOLOGY	SCREENCASTIFY, LLC	DISTRICT LICENSE SUBSCRIPTION	\$38,475.60	57999



# BUDGET TRANSFER REQUESTS

AGENDA ITEM 8B-3  
AUGUST 2021 MEETING

Requesting Approval Across MOU	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATIO	ORG	OBJECT
				NONE AT THIS TIME					

Informational Within Major Object Code	DETAIL			FROM (-)			TO (+)		
	#	REASON	AMOUNT	LOCATION	ORG	OBJECT	LOCATIO	ORG	OBJECT
				NONE AT THIS TIME					



## ITEM OF INFORMATION

*COMMENTARY: Public Act 21-2 – also known as “The Crown Act” -- makes it illegal for all Connecticut employers with three or more employees – including boards of education – to discriminate against employees and job applicants on the basis of ethnic traits historically associated with race, including but not limited to hair texture and protective hair styles. The Act defines “race” and “protective hair styles” as set out below. Pregnancy has been added to the policy as a specific protected category in keeping with Conn. Gen. Stat. § 46a-51(17) which defines “discrimination on the basis of sex” to include pregnancy.*

*The District’s designated Title IX coordinator names are updated.*

**4111.1(a)**

**4211.1(a)**

### **Personnel – Certified/Non-Certified**

#### **Procedures for Employee Complaints of Discrimination**

The New Milford Board of Education provides equal employment opportunities for all employees and applicants for employment. All employment decisions are made without regard to race, color, national origin, sex (**including pregnancy**), age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, genetic information, veteran status, or any other basis prohibited by law.

**“Race” is inclusive of ethnic traits historically associated with race, including, but not limited to, hair texture and protective hairstyles. “Protective hairstyles” includes, but is not limited to, wigs, hairwraps and hairstyles such as individual braids, cornrows, locs, twists, Bantu knots and afro puffs.”**

Although discrimination also includes sexual, racial or other unlawful harassment, the prohibition of such conduct is governed by a separate Board policy. Please refer to Board Policy 4118.112, 4218.112 and regulations for the procedure for complaints of sexual, racial or other unlawful harassment.

Employees who believe they have suffered discrimination in violation of this policy are encouraged to promptly report such incidents to a Building Principal or the district’s Title IX Coordinator or both. Timely reporting of incidents of unlawful harassment enables the school district to properly investigate and resolve such complaints.

Complaints will be investigated promptly and corrective action will be taken when warranted. Any reprisals or retaliations found to have occurred as a result of reporting discrimination may result in disciplinary action against the retaliator.

## **Personnel – Certified/Non-Certified**

### **Procedures for Employee Complaints of Discrimination**

#### **Reporting a Complaint of Discrimination**

Any applicant or employee who feels that he/she has been discriminated against on the basis of race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, genetic information, or veteran status or should promptly bring his/her complaint to the attention of one of the following school officials: Building Principal or Title IX Coordinator.

The Title IX Coordinator(s) for the New Milford Board of Education are:

**STUDENTS:**

**Ms. Holly Hollander**

Assistant Superintendent

50 East Street

New Milford, CT 06776

Phone number: 860-354-3235

[hollanderh@newmilfordps.org](mailto:hollanderh@newmilfordps.org)

**STAFF:**

**Mrs. Catherine Gabianelli**

Director of Human Resources

50 East Street

New Milford, CT 06776

860-210-2200

[gabianellic@newmilfordps.org](mailto:gabianellic@newmilfordps.org)

Although there is no requirement that the complaint be in writing, the school official should encourage the complainant to submit the complaint in writing and may assist the complainant in writing the complaint.

The written complaint should state the following (the form in Appendix A may be provided for the convenience of the complainant, but is not required):

1. name of the complainant;
2. date that the complaint was made;
3. name(s) of the person(s) who discriminated against complainant;
4. date and place of the alleged discriminatory conduct;
5. names of any witnesses;
6. list of documentary evidence, if any;
7. statement of the facts supporting the complaint of discrimination.

#### **Investigation of Complaints of Discrimination other than Harassment**

*Investigator:* The Title IX Coordinator is responsible for designating the investigator of any complaint, which may be himself/herself or a properly trained staff member, administrator or outside investigator. The advice of legal counsel should be sought as necessary. The designation of the investigator, if other than the Title IX Coordinator, shall be done promptly.

## **Personnel – Certified/Non-Certified**

### **Procedures for Employee Complaints of Discrimination**

During any stage of the investigation, the investigator may attempt to resolve the complaint in the least disruptive, most prompt and confidential manner.

*Interim measures:* The investigator shall assess whether there is a necessity to take immediate interim measures to prevent further allegations of discrimination or retaliation of any kind while the investigation is pending.

*Investigation:* The investigation shall be conducted with objectivity and completed in a timely manner. The investigator shall consult with all individuals believed to have relevant information, including the complainant, the person(s) accused of the discriminatory conduct, potential witnesses and other possible victims of the alleged conduct. The investigation shall be carried on discreetly, maintaining confidentiality insofar as possible while still conducting an effective and thorough investigation. Throughout the investigative process, the due process rights of the person(s) accused of discrimination shall be respected. The investigator shall keep the complainant apprised of the status of the investigation on a periodic basis.

*Documentation:* The investigator should carefully document all aspects of the investigation, including any informal resolution of the complaint. Documentation should be maintained in an investigative file. Documentation of disciplinary actions taken should be maintained in the employee's personnel file or the student's disciplinary file.

*Written Report:* After an impartial and prompt investigation of the complaint, the investigator should ascertain (1) whether the alleged discrimination occurred and (2) whether such conduct constitutes a violation of the Board's policy. If there is a violation, the investigator should recommend any remedial action appropriate to redress the discrimination and/or prevent any recurrence of such conduct in the future. The investigator should commit the findings and recommendations to writing and forward the report to the Title IX Coordinator and Superintendent of Schools. Unless unusual circumstances exist, the written report shall be completed without delay. If the Superintendent is the subject of the investigation, the Board of Education shall receive the findings and recommendations.

*Notification of Results of Investigation:* The results of the investigation will be promptly communicated to the parties involved in a manner consistent with state and federal laws regarding data and records privacy.

## **Personnel – Certified/Non-Certified**

### **Procedures for Employee Complaints of Discrimination**

*Request for Review:* If the complainant is unsatisfied with the results of the investigation, he/she may request a review by the Superintendent of Schools within 10 school days of the notification of the results of the investigation. The Superintendent (or designee) shall review the investigator's written report and further investigation may be conducted if necessary. The complainant may present additional evidence or witnesses for the reviewer to consider. Absent unusual circumstances, the Superintendent shall promptly notify the complainant in writing of the results of his/her review.

*Corrective Action:* If discrimination in violation of Board policy has been determined to have occurred, the school district will take prompt remedial action to redress the discrimination. School district action taken for violation of this policy shall be consistent with the requirements of applicable collective bargaining agreements, state and federal law, and other school district policies.

#### **Alternative Complaint Procedures**

The Connecticut Commission of Human Rights and Opportunities (CHRO) investigates complaints of employment discrimination based upon race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity or expression, marital status, ancestry, or genetic information. CHRO may be contacted at 21 Grand Street, Hartford, CT 06106 (860-541-5737).

The U. S. Equal Employment Opportunity Commission (EEOC) investigates complaints of employment discrimination based upon race, color, sex, religion, national origin, age, or disability. The EEOC may be contacted at John F. Kennedy Federal Building, 475 Government Center, Boston, MA 02203, 1-800-669-4000.

The EEOC and CHRO apply a statute of limitation of one hundred and eighty (180) days to complaints of employment discrimination.

The U. S. Department of Labor, Veteran's Employment and Training Service investigates complaints of discrimination based upon veteran status. The Veteran's Employment and Training Service may be contacted at 1-866-4-USA-DOL.

Regulation adopted: June 14, 2011  
Regulation revised: October 11, 2011  
Regulation revised: February 24, 2015

NEW MILFORD BOARD OF EDUCATION  
New Milford, Connecticut

**New Milford Public Schools**  
Facilities Department  
386 Danbury Road  
New Milford, CT 06776  
(860) 354-6265  
FAX (860) 210-2233

To: Alisha DiCorpo, Superintendent  
From: Nestor Aparicio, Interim Facilities Director  
Date: 8/12/2021  
Re: Facilities Projects Update

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**NMHS Tennis Courts**

Hinding Tennis is currently on site working on the tennis courts at the High School. The work was delayed due to the heavy amount of rain that we have had this summer. This project is scheduled to be completed before the start of school, weather permitting.

**The Maxx**

The electrical and plumbing are currently being worked on at the Maxx for the kitchen laundry areas and bathrooms. Once the electric and plumbing is complete, painting, kitchen cabinets and appliances will be installed. A project schedule will be distributed by Jack Healy confirming when this project will be completed. Meanwhile, the Litchfield Hills program will be housed at SNIS until the space is ready.

**NMHS Electronic Sign**

Herkimer Industries has been in contact with the town of New Milford Zoning Department to acquire a permit for the new electronic sign for the High School. Specs and information for the new sign were passed along by Herkimer Industries to the Zoning Department.

There were questions on what was going to be displayed on the sign. We informed the Zoning Department that the new sign would be no different than our current sign in displaying time, weather, school events and district information. They asked us to draft a letter with this information to bring to the Zoning Board for approval. The Superintendent requested that a letter from Herkimer Industries along with specifications be sent as well.

**NV5 Update**

The project schedule was sent to the Board this week. Further discussion will take place at the September Facilities subcommittee meeting.

### **NMHS Roof**

A logistics and safety meeting was held on August 12 at NMHS. We were informed that there is a shortage of fasteners for the standing seam roof, which will postpone the roof installation on the sloped roofs. The contractor has decided to readjust the schedule and begin work on the flat roof on the south side of the building, and the small flat areas above the library and theater hallways. They are looking to start removing the gravel of the flat roofs on Friday 8/20. This process is scheduled to be completed by 8/24.

An aerial map of the High School was distributed outlining the three phases of completion of the sloped roof installation. In addition, areas were outlined for possible storage for each phase. These areas are not concrete. The contractor is willing to work with the schools on other possible storage locations.



**New Milford Public Schools**  
**Facilities Department**  
**386 Danbury Road**  
**New Milford, CT 06776**  
**(860) 354-6265**  
**FAX (860) 210-2233**

To: Sharon Millard  
From: Nestor Aparicio; Asst. Facilities Director  
Date: 8/11/2021  
Re: New Milford High School Electronic Sign

Hello Sharon,

I'm writing to you in regarding to the electronic sign that we are looking to upgrade at New Milford High School. The sign will have the same functions as the old sign displaying time, weather, district events and district information. Our current sign is rusted, outdated and parts have become obsolete.

Herkimer Industries is the company that was awarded the bid for this project are willing to provide any information needed so we can proceed. Even though the new sign looks different due to current technology, I can assure you it will provide the same service as the old sign in keeping New Milford residents informed with district information and events.

Thank you again for your time, and please feel free to reach out to me if you have any questions.

Sincerely,

Nestor Aparicio  
Asst. Facilities Director



New Milford Public Schools  
Technology Department

To: Alisha DiCorpo, Superintendent  
From: Jamie Terry, Interim Technology Director  
Date: August 13, 2021  
Re: CEN Everyone Learns - Free Public Wi-Fi

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An update regarding the CEN Everyone Learns - Free Public Wi-Fi installation that will go into Sarah Noble Intermediate School:

The NMPS Tech Team has attended a pre-assessment screening with the CEN team, and an on-site evaluation for installation was complete with the engineers. We are now in the final stages of parts preparation, delivery and scheduling of the actual installation.

More information can be found online: <https://ctedunet.net/everyonelearnswifiinitiative/#>





New Milford Public Schools  
Technology Department

To: Alisha DiCorpo, Superintendent  
From: Jamie Terry, Interim Technology Director  
Date: August 13, 2021  
Re: Copier RFP Collaboration with the Town of New Milford

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The Town of New Milford and New Milford Public Schools are currently collaborating on a copier RFP to evaluate efficiencies of utilizing one contract, recognize maximum saving potential, and best outcome for support.

NMPS Tech and the Town Techs have met to discuss our needs, share inventories, and outline the next steps. We are currently drafting the RFP that will be provided to leadership for review prior to posting to the public.



New Milford Public Schools  
Technology Department

To: Alisha DiCorpo, Superintendent  
From: Jamie Terry, Interim Technology Director  
Date: August 13, 2021  
Re: PowerSchool SIS

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The New Milford Public Schools go-live with PowerSchool is moving forward; many moving pieces continue to come together.

Schedules are moving into the final stages, third-party integrations (SchoolMessenger, IEP Direct, SNAP Nurses..) continue to go-live each day and will be available for the start of school.

Over the next two weeks we will host multiple training sessions to onboard our administrators, teachers, counselors, secretaries, and building technicians. We also look forward to inviting our SMS and NMHS parents to the PowerSchool ParentPortal where they will have on-demand access to see their children's grades, attendance, schedules, and school bulletins.

I would like to thank Barbara Zulkowski, Data Manager, and Stephen Kern, System Admin, for the past year of hands-on configuration work involved in moving from Rediker to PowerSchool.

# COVID-19 EVENT MANAGEMENT TEMPLATE

This form is not required for event hosts. However, we encourage event hosts to complete this form to help plan and execute a safe event. This form will be helpful for contact tracing purposes if COVID-19 cases are identified at the event.

## Event Details

Event Name \*

Event Location \*



Anticipated Number of Attendees Per Day \*

Anticipated Number of Attendees Grand Total \*

Event Start Date \*



Event End Date \*



### Event Type (Select all applicable)

- ☐ Static Event: Events where the attendees primarily enter, watch and depart.
- ☐ Interactive: Events where attendees create a traffic flow and interact with each other.
- ☐ Participant: Events where attendees primarily participate in an activity or production.
- ☐ Community: Events with many activities and populations centers and likely a random traffic pattern.

## Contact Information

Person/Group Responsible for Event Organization \*

Address \*



Email \*

Phone \*

## Event Questions

**Post signage \***

Please describe how you will post signage that: (1) lists COVID-19 symptoms; (2) asks individuals experiencing COVID-19 symptoms to stay home; (3) provides notices of face mask or physical distancing recommendations.

**Attendee confirmation \***

Please describe how on the day of the event you will require each attendee to confirm that they are not subject to isolation or quarantine requirements and is not experiencing any symptoms of COVID-19.

**Attendee notification \***

Please describe how within 24 hours of receiving notice that an attendee of the event tested positive for COVID-19, you will notify each attendee who was within six feet of the positive case for more than 15 minutes cumulatively.

**Print Name****Signature \*****Face masks \***

Please describe how you will encourage each individual attending the social gathering to wear a face mask if they are not fully vaccinated. Masks are encouraged for crowded, indoor spaces where physical distancing isn't possible.

**Physical distancing \***

Please describe how you will encourage physical distancing at the event, especially for those attendees who are not fully vaccinated.

**Additional safeguards**

Please share any additional planned safeguard or measure being enacted at the event.

**Signed Date \***  
**Submit**