

NEW MILFORD BOARD OF EDUCATION
New Milford Public Schools
25 Sunny Valley Road, Suite A
New Milford, Connecticut 06776

OPERATIONS SUB-COMMITTEE
MEETING NOTICE

RECEIVED
TOWN CLERK

MAR

2023 APR 14 A 8 40

NEW MILFORD, CT

DATE: April 18, 2023
TIME: 7:30 P.M.
PLACE: Sarah Noble Intermediate School Library Media Center

AGENDA

New Milford Public Schools Mission Statement

The mission of the New Milford Public Schools, a collaborative partnership of students, educators, family, and community, is to prepare each and every student to compete and excel in an ever-changing world, embrace challenges with vigor, respect and appreciate the worth of every human being, and contribute to society by providing effective instruction and dynamic curriculum, offering a wide range of valuable experiences, and inspiring students to pursue their dreams and aspirations.

1. Call to Order

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. Discussion and Possible Action

A. Monthly Reports

1. Budget Position dated March 31, 2023
2. Purchase Resolution D-769
3. Request for Budget Transfers

B. Capital Reserve Withdrawal(s)

1. Construction of a Permanent Central Office at SNIS
2. Security Grant
3. NMHS Gym Floor

4. Items of Information

- A. Excess Cost
- B. Projected End of Year Balance
- C. Employment Report - April 2023
- D. Enrollment Report - April 4, 2023
- E. Beehive Children's Center Bus Stop

5. Public Comment

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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.

6. Adjourn

Sub-Committee Members: Wendy Faulenbach, Chairperson

Eric Hansell
Pete Helmus
Tom O'Brien

Alternates:

Brian McCauley
Olga I. Rella



BUDGET POSITION DATED 3/31/23

RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	30,920,462	0	30,920,462	21,485,314	8,930,192	504,956	98.37%
100'S	SALARIES - NON CERTIFIED	9,964,002	55,000	10,019,002	7,132,856	1,897,662	988,484	90.13%
200'S	BENEFITS	11,165,730	0	11,165,730	9,197,066	1,614,336	354,328	96.83%
300'S	PROFESSIONAL SERVICES	4,147,549	-55,000	4,092,549	2,874,525	778,389	439,635	89.26%
400'S	PROPERTY SERVICES	963,512	0	963,512	616,048	191,448	156,016	83.81%
500'S	OTHER SERVICES	9,535,698	0	9,535,698	7,217,225	2,577,899	(259,426)	102.72%
600'S	SUPPLIES	2,699,331	0	2,699,331	1,565,756	677,030	456,546	83.09%
700'S	CAPITAL	22,784	0	22,784	4,377	3,682	14,725	35.37%
800'S	DUES AND FEES	93,268	0	93,268	74,406	1,240	17,622	81.11%
900'S	REVENUE	-1,745,047	0	-1,745,047	-1,598,759	0	-146,288	91.62%
	GRAND TOTAL	67,767,289	0	67,767,289	48,568,814	16,671,876	2,526,599	96.27%

SALARIES - NON CERTIFIED BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	535,390	0	535,390	326,790	0	208,600	61.04%
51201	SALARIES - NON CERT - PARA EDUCATORS	2,188,657	0	2,188,657	1,526,250	570,028	92,379	95.78%
51202	SALARIES - NON CERT - SUBSTITUTES	971,737	0	971,737	938,413	0	33,324	96.57%
51210	SALARIES - NON CERT - SECRETARY	2,093,451	55,000	2,148,451	1,468,552	481,482	198,417	90.76%
51225	SALARIES - NON CERT - TUTORS	260,695	0	260,695	71,539	0	189,156	27.44%
51240	SALARIES - NON CERT - CUSTODIAL	1,971,159	0	1,971,159	1,425,861	442,214	103,084	94.77%
51250	SALARIES - NON CERT - MAINTENANCE	950,613	0	950,613	647,193	189,798	113,622	88.05%
51285	SALARIES - NON CERT - TECHNOLOGY	508,703	0	508,703	373,416	114,339	20,948	95.88%
51336	SALARIES - NON CERT - NURSES	483,597	0	483,597	354,843	99,800	28,954	94.01%
	TOTAL	9,964,002	55,000	10,019,002	7,132,856	1,897,662	988,484	90.13%

BENEFIT BREAKOUT

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	622,565	0	622,565	435,175	0	187,390	69.90%
52201	BENEFITS - MEDICARE	531,498	0	531,498	405,887	0	125,611	76.37%
52300	BENEFITS - PENSION	929,692	0	929,692	929,692	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	33,000	0	33,000	3,932	8,068	21,000	36.36%
52810	BENEFITS - HEALTH INSURANCE	8,397,600	0	8,397,600	6,870,982	1,526,618	0	100.00%
52820	BENEFITS - DISABILITY INSURANCE	125,000	0	125,000	83,997	41,003	0	100.00%
52830	BENEFITS - LIFE INSURANCE	126,000	0	126,000	82,479	38,521	5,000	96.03%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	400,375	0	400,375	384,923	125	15,327	96.17%
	TOTAL	11,165,730	0	11,165,730	9,197,066	1,614,336	354,328	96.83%



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	30,920,462	0	30,920,462	21,485,314	8,930,192	504,956	98.37%
51200	NON-CERTIFIED SALARIES	9,964,002	55,000	10,019,002	7,132,856	1,897,662	988,484	90.13%
52000	BENEFITS	11,165,730	0	11,165,730	9,197,066	1,614,336	354,328	96.83%
53010	LEGAL SERVICES	238,553	0	238,553	259,703	873	-22,023	109.23%
53050	CURRICULUM DEVELOPMENT	75,000	0	75,000	7,424	0	67,576	9.90%
53200	PROFESSIONAL SERVICES	2,406,345	0	2,406,345	1,572,915	620,939	212,491	91.17%
53201	MEDICAL SERVICES - SPORTS	52,700	-50,000	2,700	2,260	0	440	83.70%
53210	TIME & ATTENDANCE SOFTWARE	10,500	0	10,500	7,346	0	3,154	69.96%
53220	IN SERVICE	114,450	0	114,450	54,493	0	59,957	47.61%
53230	PUPIL SERVICES	576,592	0	576,592	455,209	82,372	39,012	93.23%
53300	OTHER PROF/ TECH SERVICES	46,785	0	46,785	23,162	187	23,436	49.91%
53310	AUDIT/ACCOUNTING	41,250	0	41,250	41,250	0	0	100.00%
53500	TECHNICAL SERVICES	238,871	0	238,871	180,718	19,877	38,276	83.98%
53530	SECURITY SERVICES	228,503	0	228,503	174,362	54,141	0	100.00%
53540	SPORTS OFFICIALS SERVICES	118,000	-5,000	113,000	95,684	0	17,316	84.68%
54101	CONTRACTUAL TRASH PICK UP	93,016	0	93,016	71,832	12,730	8,454	90.91%
54301	REPAIRS & MAINTENANCE	475,762	0	475,762	369,309	80,651	25,802	94.58%
54302	FIRE / SECURITY MAINTENANCE	1,700	0	1,700	1,351	0	349	79.49%
54303	GROUNDS MAINTENANCE	12,700	0	12,700	8,620	0	4,080	67.88%
54310	GENERAL REPAIRS	43,170	0	43,170	10,934	9,721	22,515	47.85%
54320	TECHNOLOGY RELATED REPAIRS	41,637	0	41,637	18,793	3,137	19,707	52.67%
54411	WATER	68,195	0	68,195	36,728	31,467	0	100.00%
54412	SEWER	15,559	0	15,559	15,559	0	0	100.00%
54420	LEASE/RENTAL EQUIP/VEH	211,773	0	211,773	82,922	53,742	75,110	64.53%
55100	PUPIL TRANSPORTATION - OTHER	175,790	0	175,790	159,138	16,652	0	100.00%
55101	PUPIL TRANS - FIELD TRIP	22,750	0	22,750	11,147	6,489	5,113	77.52%
55110	STUDENT TRANSPORTATION	5,053,987	0	5,053,987	4,060,773	1,573,576	-580,362	111.48%
55200	GENERAL INSURANCE	306,689	0	306,689	306,689	0	0	100.00%
55300	COMMUNICATIONS	39,440	0	39,440	21,098	17,697	645	98.36%
55301	POSTAGE	32,750	0	32,750	11,384	21,366	0	100.00%
55302	TELEPHONE	80,966	0	80,966	61,722	19,244	0	100.00%



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	8,000	0	8,000	3,471	0	4,529	43.39%
55505	PRINTING	31,210	0	31,210	14,883	4,590	11,737	62.39%
55600	TUITION - TRAINING	30,000	0	30,000	-900	0	30,900	-3.00%
55610	TUITION - PUBLIC PLACEMENTS	1,129,164	0	1,129,164	809,801	139,847	179,516	84.10%
55630	TUITION - PRIVATE PLACEMENTS	2,578,401	0	2,578,401	1,747,403	778,412	52,586	97.96%
55800	TRAVEL	46,551	0	46,551	10,616	25	35,910	22.86%
56100	GENERAL INSTRUCTIONAL SUPPLIES	168,026	0	168,026	101,790	20,730	45,506	72.92%
56110	INSTRUCTIONAL SUPPLIES	397,899	0	397,899	275,447	32,733	94,104	77.45%
56120	ADMIN SUPPLIES	31,918	0	31,918	8,866	3,435	19,617	38.54%
56210	NATURAL GAS	219,960	0	219,960	191,229	28,731	0	100.00%
56220	ELECTRICITY	1,021,171	0	1,021,171	462,629	457,854	100,688	90.14%
56230	PROPANE	4,251	0	4,251	0	0	4,251	0.00%
56240	OIL	238,503	0	238,503	191,015	27,387	20,101	91.57%
56260	GASOLINE	38,375	0	38,375	10,600	3,400	24,375	36.48%
56290	FACILITIES SUPPLIES	320,428	0	320,428	184,823	66,599	69,006	78.46%
56291	MAINTENANCE COMPONENTS	16,475	0	16,475	2,045	7,214	7,216	56.20%
56292	UNIFORMS/ CONTRACTUAL	13,222	0	13,222	8,722	3,295	1,205	90.89%
56293	GROUNDKEEPING SUPPLIES	22,585	0	22,585	2,920	4,330	15,335	32.10%
56410	TEXTBOOKS	63,639	0	63,639	45,609	4,248	11,681	78.34%
56411	CONSUMABLE TEXTS	27,126	0	27,126	13,577	1,781	9,668	56.62%
56420	LIBRARY BOOKS	52,049	0	52,049	32,749	5,481	13,819	73.45%
56430	PERIODICALS	17,224	0	17,224	8,686	2,715	5,639	66.19%
56460	WORKBOOKS	1,900	0	1,900	0	0	1,900	0.00%
56500	SUPPLIES - TECH RELATED	44,580	0	44,580	25,047	7,098	12,435	72.11%
57345	INSTRUCTIONAL EQUIPMENT	7,154	0	7,154	1,557	3,682	1,915	73.23%
57400	GENERAL EQUIPMENT	2,500	0	2,500	1,891	0	609	75.62%
57500	FURNITURE & FIXTURES	13,130	0	13,130	930	0	12,200	7.08%
58100	DUES & FEES	93,268	0	93,268	74,406	1,240	17,622	81.11%
EXPENDITURE TOTAL		69,512,336	0	69,512,336	50,167,573	16,671,876	2,672,886	96.15%



REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-1,301,689	0	-1,301,689	-1,277,443	0	-24,246	98.14%
43105	MEDICAID REIMBURSEMENT	-60,507	0	-60,507	-93,598	0	33,091	154.69%
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	-25,114	0	-29,886	45.66%
49102	BUILDING USE FEES (CUSTODIAL)	-27,951	0	-27,951	-25,130	0	-2,822	89.91%
44800	REGULAR ED TUITION	-116,000	0	-116,000	-65,000	0	-51,000	56.03%
44822	SPECIAL ED TUITION	-29,900	0	-29,900	-34,660	0	4,760	115.92%
49103	DCF TUITION	-85,000	0	-85,000	-21,814	0	-63,186	25.66%
44860	ADMISSIONS/ATHLETIC GATE RECEIPTS	-25,400	0	-25,400	-20,000	0	-5,400	78.74%
44861	PARKING PERMIT FEES	-41,700	0	-41,700	-36,000	0	-5,700	86.33%
	REVENUE TOTAL	-1,745,047	0	-1,745,047	-1,598,759	0	-146,288	91.62%

GRAND TOTAL	67,767,289	0	67,767,289	48,568,814	16,671,876	2,526,599	96.27%
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BOE Capital Reserve Acct #43020000-10101	
MUNIS Balance as of 7/1/22	3,039,825
Contribution Towards NMHS Roof Replacement	-450,000
Approved by BoF - 5 year Capital Withdraw 22/23	-980,030
Close and return of Security Grant Set-Asside	201,875
Wastewater Management Plan - SMS	-20,000
NMHS Woodshop	-233,980
Central Office to SNIS move	-100,000
Fiscal Year end 21/22 Deposit	2,816,025
TOTAL AS OF 3/31/23	4,273,715

Turf Field Replacement Acct #43020000-10130	
CONTRIBUTION - FROM BOE 17.18 FYE BALANCE	50,000
CONTRIBUTION - FROM BOE 18.19 FYE BALANCE	50,000
CONTRIBUTION - FROM BOE COLLECTED TEAM FEE'S & BANNER SALES	10,225
CONTRIBUTION - FROM TOWN DATED 6/4/20	50,000
CONTRIBUTION - FROM TOWN DATED 6/16/21	50,000
CONTRIBUTION - FROM BOE COLLECTED TEAM FEE'S 6/23/21	3,765
CONTRIBUTION - FROM BOE COLLECTED TEAM FEE'S 9/29/21	1,890
CONTRIBUTION - FROM BOE 20.21 FYE BALANCE	100,000
CONTRIBUTION - FROM TOWN DATED 6/9/22	50,000
CONTRIBUTION - FROM BOE 21.22 FYE BALANCE	50,000
TOTAL AS OF 3/31/23	415,880



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	HAT CITY PAPER	22/23 YEARLY - CUSTODIAL SUPPLIES	\$ 28,000.00	56290
GENERAL	DOI	UNIVERSITY OF BRIDGEPORT	PAYMENT FOR INTERNS (2) FROM 1/2/23 THROUGH 5/12/23	\$ 16,000.00	51202
GENERAL	IT	OMNI DATA LLC	22/23 YEARLY - ARUBA RENEWAL	\$ 12,784.77	53500
GRANT	DOI	BRAIN POP	22/23 YEARLY - SUBSCRIPTION FEE	\$ 9,845.00	56110
GENERAL	BOARD	STEPHANIE BARKSDALE	22/23 YEARLY - MEETING MINUTES	\$ 9,700.00	53200
GRANT	SPED	APPLE	IPAD'S (9) & IPAD MINI'S (12) WITH APPLE CARE	\$ 7,650.00	57340
GENERAL	DOI	EDADVANCE	EXPULLED STUDENTS (2) TUITION FOR FEBRUARY 2023	\$ 5,775.00	55105
GENERAL	FACILITIES	GLOBAL MECHANICAL	SMS AIR HANDLER UNIT - REPLACE FAN BEARINGS & SHAFT	\$ 5,600.00	56290

Purchase Orders listed above, in bold and italic font, have been processed by the Board of Education using grant funding.



BUDGET TRANSFER REQUESTS

AGENDA ITEM 3A-3
APRIL 2023 MEETING

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

Requesting Approval
Across MOC

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

Informational
Within Major Object Code



Office of Fiscal Services & Operations
25 Sunny Valley Road, Suite A
New Milford, Connecticut 06776

3-B
Operations Sub-Committee
April 2023

TO: Dr. Janet Parlato, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: April 11, 2023
RE: Construction of Permanent Central Office @ SNIS - Capital Reserve Withdraw

The plans for a permanent relocation for the staff of the Board of Education central office has gone through several iterations over the past few years. The most recent plan, to occupy a continuous and separate space on the 1st floor of SNIS, was presented for review at last months meeting via conceptual drawings. It is this conceptual drawing provided by Silver Petrucelli that we wish to move forward with.

The current cost estimate for the project provided by Silver Petrucelli is in the amount of \$640,000 at this time. It is the recommendation by both myself and the Director of Facilities, Mr. Matt Cunningham that we move forward to the Board of Education a request to withdraw \$750,000 from the Capital Reserve Account to begin this project and allow a buffer for any possible change orders.

The current balance in the Board of Education Capital Reserve Account is \$4,273,715 as of April 1, 2023. This balance includes the deposit from the 21/22 Fiscal Year End but does not factor in any other projects being requested for consideration this month.

Both myself and Mr. Matt Cunningham will be available to speak to this request in person at both the Operations Subcommittee on 4/18/23 as well as the full Board of Education meeting on 4/25/23. The previously shared conceptual drawings will also be available at those meetings for review once again.

Sincerely,
Anthony J. Giovannone
Director of Fiscal Services and Operations



Office of Fiscal Services & Operations
25 Sunny Valley Road, Suite A
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3-C
Operations Sub-Committee
April 2023

TO: Dr. Janet Parlato, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: April 11, 2023
RE: Security Grant - Capital Reserve Withdraw

The State of Connecticut, Department Of Emergency Services & Public Protection, has made available a grant for various security enhancements which we hope to qualify for. This is a competitive grant. The School Security Grant Program (SSGP) provides funding to schools to implement security infrastructure improvements. Eligible projects under SSGP include, but are not limited to, replacement or enhancements to doors and windows, access control systems, perimeter security, interior and/or exterior camera systems and panic alarm systems.

This grant requires the full amount of all projects being applied for, to have 100% of its funding approved and allocated, to cover the entirety of said project(s). Once a grant is approved, that district will receive a reimbursement rate determined by the Department of Administrative Services. That rate in 2023 for New Milford is 48.93%.

The date for submission has been moved from the end of March to the end of April. and the total dollar amount of the projects being submitted for consideration totals \$401,300. That is the full amount that would need to be appropriated locally to support these projects. If all projects applied for were approved, we would then potentially get back 48.93%, or roughly \$196,356.

Of that full application amount being sought, approximately \$261,500 relates to projects already funded and authorized by the Board of Education. We now require a motion to authorize an additional \$139,800 from the Capital Reserve Account to be spread amongst various applicable security projects in order to complete the application process. Due to the sensitive security nature of the initiatives involved, each project is not being identified in this memo. It was however identified in the executive session as part of the Facilities Sub-Committee meeting in March 2023. This level of detail must be included in the application to the SSGP and can be made available to Board of Education members by request.

The current balance in the Board of Education Capital Reserve Account is \$4,273,715 as of April 1, 2023. This balance includes the deposit from the 21/22 Fiscal Year End but does not factor in any other projects being requested for consideration this month.

Both myself and Mr. Matt Cunningham will be available to speak to this request in person at both the Operations Subcommittee on 4/18/23 as well as the full Board of Education meeting on 4/25/23.



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3-D
Operations Sub-Committee
April 2023

TO: Dr. Janet Parlato, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: April 11, 2023
RE: NMHS Gym Floor - Capital Reserve Withdraw

The Town of New Milford recently appropriated funds to refinish the main gym ceiling at New Milford High School (NMHS) and we gladly thank them for their support. The Board of Education (BOE) already had slated on the 5 year capital plan a project to address the gym floor. This project was pushed out a few years due to the roof construction and subsequent fire(s) at NMHS. It was thought that once the roof project concluded, the BOE would put out a request for information on a solution to the gym ceiling and once that ceiling project was completed we would then move onto addressing the gym floor.

Now that the Town is funding and running the project for the gym ceiling we begin turning our attention to addressing the gym floor. If the Town is able to begin the gym ceiling project as soon as school lets out for the summer there is the possibility that we can have a vendor come in and complete the gym flooring before school opens. It is not guaranteed as it will be a tight window contingent upon the ceiling project being finished as well as flooring vendors available.

It is for this reason we are now requesting an amount not to exceed \$40,000 from the BOE Capital Reserve account to initiate this project.

If approved we can post an request for proposal (RFP) and seek vendors who have the flexibility in this tight time frame during the summer after the ceiling project is completed.

There is the possibility that even with proper funding aligned in time that the schedule will not allow for the project to be tackled over the summer of 2023. If this is the case the funding will be retained and the project embarked upon when the next feasible opportunity presents itself.

The current balance in the Board of Education Capital Reserve Account is \$4,273,715 as of April 1, 2023. This balance includes the deposit from the 21/22 Fiscal Year End but does not factor in any other projects being requested for consideration this month.

Both myself and Mr. Matt Cunningham will be available to speak to this request in person at both the Operations Subcommittee on 4/18/23 as well as the full Board of Education meeting on 4/25/23.



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Item of Information 4A
Operations Sub-Committee
April 2023

TO: Dr. Janet Parlato, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: April 11, 2023
RE: Excess Cost

The Special Education Excess Cost grant reimburses school districts for the reasonable costs of special education for a student who lives in the district that exceed 4.5 times the district's average per pupil expenditures for the preceding year.

The first of two payments was received during the month of March 2023 in the amount of \$1,277,443. The first of two payments usually constitutes roughly 75% of the total we receive in any given fiscal year. With that said, projected out, we are anticipated to exceed the budget amount for the current 22/23 budget for this item which is \$1,301,689 in turn getting more than we originally expected.

The second and final payment for the current fiscal year is usually received during the first half of the month of May. Once received I will provide a revised memo at that time that captures the entire year of reimbursements related to Special Education Excess Cost.

Sincerely,
Anthony J. Giovannone
Director of Fiscal Services and Operations



Office of Fiscal Services & Operations
 25 Sunny Valley Road, Suite A
 New Milford, Connecticut 06776

Item of Information 4B
 Operations Sub-Committee
 April 2023

TO: Dr. Janet Parlato, Superintendent
 FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
 Date: April 11, 2023
 RE: Projected End of Year Balance

The chart below states the Budget Position as of 3/31/23 and then projects what we believe to be the Fiscal Year End balance that we will end the 2022-23 year with taking into consideration all known variables **but not including any year end projects that the Administration may bring forward for consideration next month**. The amounts shown constitute a projection only and are certain to change as we move closer to the fiscal year end. It is the best attempt at this time, with present data, to project where the 2022-23 Operating Fiscal Year End Balance may land.

MAJOR OBJECT CODE	AVAILABLE BALANCE 3/31/23	PROJECTED END BALANCE FOR 6/30/23
SALARIES	\$1,493,441	\$928,055
BENEFITS	\$354,328	\$21,085
PROFESSIONAL SERVICES	\$439,635	\$226,085
PROPERTY SERVICES	\$156,016	\$117,012
OTHER SERVICES	(\$259,426)	\$0
SUPPLIES	\$456,546	\$278,493
CAPITAL	\$14,725	\$0
DUES AND FEES	\$17,622	\$5,105
REVENUE	(\$146,288)	\$253,172
TOTAL AMOUNT	\$2,526,599	\$1,829,007
PERCENTAGE UNSPENT	3.73%	2.70%

Historically, any amount unspent at the end of the fiscal year is at the Board's discretion to request of the Town Council and Board of Finance, that such funds be put into one of the following accounts (outside of COVID) pending the final audit:

- **Capital Reserve account for projects.** A revised and updated 5 year capital plan will be presented at next months meeting to show the needs across the district to fund needed improvements and maintain existing systems.
- **Contribution towards Turf Field Replacement.** Both the Town and the Board of Education have been working together by funding the eventual replacement of this asset when needed.

Next month, Administration may, with your approval, bring forward items/projects for the Board of Education to consider using a portion of the projected 2022-23 Operating Fiscal Year End Balance to complete. It is important to note that any approved purchases of goods or authorized projects would need to be received and completed along with proper billing before June 30th, 2023. The 2nd page of this memo contains the 10 year history of fiscal year end balances for the Board of Education.



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10 YEAR BOE HISTORY OF FISCAL YEAR-END BALANCES

Budget Year	Total Budget	End of Year Balance	% of Budget	10 Year Average
2021/2022	\$65,846,024	\$3,017,825	4.58%	1.87%
2020/2021	\$64,464,776	\$3,098,775	4.81%	
2019/2020	\$64,040,692	\$2,910,100	4.54%	
2018/2019	\$63,010,586	\$365,213	0.58%	
2017/2018	\$62,810,586	\$327,903	0.52%	
2016/2017	\$61,686,660	\$194,315	0.32%	
2015/2016	\$61,178,808	\$264,406	0.43%	
2014/2015	\$60,961,778	\$237,262	0.39%	
2013/2014	\$59,634,148	\$680,562	1.14%	
2012/2013	\$57,557,533	\$770,807	1.34%	

Sincerely,
 Anthony J. Giovannone
 Director of Fiscal Services and Operations

NEW MILFORD PUBLIC SCHOOLS

EMPLOYMENT REPORT

Regular Meeting of the Board of Education
New Milford, Connecticut
April, 2023

A. Personnel

1. CERTIFIED STAFF

a. RESIGNATIONS/RETIREMENTS

1. **Elizabeth Curtis**, Assistant Principal, New Milford High School effective June 30, 2023 due to retirement after 12 years of service in New Milford.
2. **Mrs. Noelle Fanas**, Elementary Teacher, Northville Elementary School effective June 30, 2023 due to decision not to return from leave of absence.
3. **Mr. Dennis Gonzalez**, Spanish Teacher, Schaghticoke Middle School effective June 30, 2023 due to decision to return to Peru to pursue his education.
4. **Susan Waldman**, Art Teacher, Northville Elementary School effective June 30, 2023 due to retirement after 16 ½ years of service in New Milford.
5. **Nanci Zimmerman**, Interventionist, Northville Elementary School effective October 23, 2023 due to retirement after 35 years of service in New Milford.

3. CERTIFIED STAFF

c. APPOINTMENTS

1. None

4. NON-CERTIFIED STAFF AND LICENSED STAFF

a. RESIGNATIONS/RETIREMENTS

1. **Lia Bauso**, Secretary to Assistant Principal, Sarah Noble Intermediate School effective May 5, 2023 due to retirement after 9 ½ years of service in New Milford.
2. **Jodi Beckett**, Paraeducator, Sarah Noble Intermediate School effective June 30, 2023 due to retirement after 22 years of service in New Milford.
3. **Judith Grossenbacher**, Paraeducator, Schaghticoke Middle School effective October 1, 2023 due to retirement after 28 years of service in New Milford.
4. **Philip Passero**, Paraeducator, Sarah Noble Intermediate School effective May 26, 2023 due to decision to return to graduate school to pursue his education.

5. NON-CERTIFIED AND LICENSED STAFF

b. APPOINTMENTS

1. **Samantha Madigan**, Paraeducator, Sarah Noble Intermediate School effective April 17, 2023 to replace Teresa Torre.
\$15.67 per hour - Hire Rate - 7 hours per day/5 days per week
2. **Lauren Ellard**, Part time Board Clerk, Central Office, effective April 24, 2023.
\$25 per hour, 15-18 hours per week

6. ADULT EDUCATION STAFF

a. RESIGNATIONS

1. None

7. ADULT EDUCATION STAFF

b. APPOINTMENTS

1. None

8. STIPEND POSITIONS

b. APPOINTMENTS

1. **Jonathan Dabie**, Winter Percussion –Visual Caption Head for Marching Band, New Milford High School effective April 6, 2023.
2022-23 Stipend: \$1985 prorated
2. **Sophia Fallanca**, Winter Percussion –Visual Tech for Marching Band, New Milford High School effective April 13, 2023.
2022-23 Stipend: \$1486 prorated

9. STIPEND POSITIONS

a. RESIGNATIONS

1. None

10. COACHING STAFF

a. RESIGNATIONS

1. None

11. COACHING STAFF

b. APPOINTMENTS

1. **Jared Christian**, JV Volleyball Coach, New Milford High School effective March 17, 2023.
2022-23 Stipend: \$2424
2. **Gary Millar**, JV Girls' Softball Coach, New Milford High School effective March 17, 2023.
2022-23 Stipend: \$3214

12. LEAVES OF ABSENCE

1. None

New Milford Enrollment Matrix By School

Date: 04/05/2023

NES	Actual 6/1/22	Proj 22-23	Actual 4/5/23	Proj Variance
PK	67	53	55	2
K	138	145	139	-6
1	125	127	136	9
2	137	123	128	5
Totals	467	448	458	10

HPS	Actual 6/1/22	Proj 22-23	Actual 4/5/23	Proj Variance
PK	57	64	47	-17
K	112	126	115	-11
1	105	111	121	10
2	104	101	105	4
Totals	378	402	388	-14

	Actual 6/1/22	Tot Proj 22-23	Actual 4/5/23	Proj Variance
	124	117	102	-15
	250	271	254	-17
	230	238	257	19
	241	224	233	9
Totals	845	850	846	-4

SNIS	Actual 6/1/22	Proj 22-23	Actual 4/5/23	Proj Variance
3	247	224	253	29
4	238	242	260	18
5	279	236	250	14
Totals	764	702	763	61

SMS	Actual 6/1/22	Proj 22-23	Actual 4/5/23	Proj Variance
6	249	285	284	-1
7	285	253	255	2
8	280	279	289	10
Totals	814	817	828	11

NMHS	Actual 6/1/22	Proj 22-23	Actual 4/5/23	Proj Variance
9	365	292	294	2
10	312	358	333	-25
11	330	325	302	-23
12	293	342	302	-40
Totals	1300	1317	1231	-86

	Actual 6/1/22	Actual 10/1/22	Proj 22-23	Actual 4/5/23	Proj Variance
PK-2	845	835	850	846	-4
SNIS	764	757	702	763	61
SMS	814	815	817	828	11
NMHS	1300	1253	1317	1231	-86
Totals	3723	3660	3686	3668	-18

LHTC total = 17



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Item of Information 4E
Operations Sub-Committee
April 2023

TO: Dr. Janet Parlato, Superintendent
FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations
Date: April 11, 2023
RE: Beehive Children's Center Bus Stop

Earlier this year on January 31st we got an email inquiry from a parent with an incoming kindergartner for the 23/24 school year regarding the safety of the bus stop located at the Beehive Children's Center. We communicated the issue to the terminal manager at All-Star Transportation to investigate this matter. In the days that followed; the Terminal Manager, Safety Officer and the General Manager employed by All-Star Transportation visited the stop in question and observed the situation. Their observations were provided to me via email which I then used to respond back to the parent on February 10th with a denial to the change that was requested.

The Board of Education policy 3541 is the lens that I have to use when looking at any request for a change in route or stop. This includes the walking distance to the current stop and other considerations that may present a hazardous condition. For many of these hazardous conditions we must rely upon and trust the input of the transportation vendors staff as they are the ones servicing the runs and they themselves have the expertise with some of these concerns when it comes to safety:

- preparing for a stop
- conducting a stop
- departing from a stop

All 3 of operating conditions above were considered when evaluating this request for a change in the stop location for Beehive Children's Center. That said, the stop itself was not found to be in violation of our policy so we did not approve the the request for a change to this stop. I will include below the rationale that was provided to me by All-Star transportation that led to this determination:

- In regards to line of sight coming over the hill there is ample time and distance if traveling at the speed limit to see a bus stopped at Beehive Children's Center performing its current stop as posted.
- Several other daycares placed on Route 7 also have their stops take place on Route 7.
- A full size (Type 1) bus loaded with students pulling out of Old State Road on an incline and back onto Route 7, where motorists are traveling 40-55 mph, is more risky per All-Star Transportation than the current stop.

Sincerely,
Anthony J. Giovannone
Director of Fiscal Services and Operations