

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

BOARD OF EDUCATION
MEETING NOTICE

DATE:	April 7, 2015
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

A. Pledge of Allegiance

2. RECOGNITION

A. CMEA Northern Region Middle School Music Festival: SMS students Jessica Berkun, Madison Bielmeier, Michael Cavuoto, Nicholas Cavuoto, Emma Chamberlin, Geovanna Coelho, Kasey Donnelly, Jenna Drahota, Emma Harvison, Scott Klimowich, Madyson Lubas, Eliza Peery, Melissa Salazar, Grace Schuette, William Stanton and SNIS students Sophia Conklin, Adam Crispo, August Latta, Madelyn Malinowski, Amanda Manaog, Emma Padros, Samuel Quigley, Hannah Spinner, Terrell Williams and Andrew Xu

B. CAS Elementary Arts Recognition: HPS students Zachary Schneider and Kaia Wotzak

3. 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.

4. PTO REPORT

5. STUDENT REPRESENTATIVES' REPORT

6. APPROVAL OF MINUTES

A. Approval of the following Board of Education Meeting Minutes

1. Regular Meeting Minutes March 10, 2015

2. Special Meeting Minutes March 24, 2015

7. SUPERINTENDENT'S REPORT

8. BOARD CHAIRMAN'S REPORT

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9. COMMITTEE REPORTS

- A. Facilities Sub-Committee – Mr. Littlefield
- B. Operations Sub-Committee – Mrs. Faulenbach
- C. Policy Sub-Committee – Mr. Lawson
- D. Committee on Learning – Mrs. Shook
- E. Education Connection – Mr. Coppola
- F. Connecticut Boards of Education (CABE) – Mr. Littlefield
- G. Negotiations Committee – Mrs. Chastain

10. DISCUSSION AND POSSIBLE ACTION

- A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated April 7, 2015
- B. Monthly Reports
 - 1. Purchase Resolution D-673
 - 2. Budget Position dated March 27, 2015
 - 3. Request for Budget Transfers
- C. Gifts & Donations
 - 1. PTO – Exhibit B
 - 2. MCCA, Inc. – Exhibit C
- D. Policy for Approval
 - 1. 4115.1/4215.1 Athletic Coaches Evaluation and Termination
- E. Policy for First Review
 - 1. 3541 Transportation Services
- F. Policies for Second Review
 - 1. 4118.112/4218.112 Sexual and Other Unlawful Harassment
 - 2. 4118.231/4218.231 Drug and Alcohol Use
 - 3. 9325 Meeting Conduct
- G. Five Year Facilities Capital Plan 2015-2020
- H. 2015-2016 Curriculum Plan Adjustment
- I. Middle School Project Lead The Way
- J. New Milford High School Graduation Date 2015
- K. Adult Education Director
- L. E-Rate Contract for Internet
- M. Food Certification Exemptions for School Fundraisers
- N. Projected 2014-15 EOY Balance – Exhibit D

11. ITEMS FOR INFORMATION AND DISCUSSION

- A. Field Trip Report
- B. Planning SMS Schedule for 2015-2016

12. ADJOURN

ITEMS OF INFORMATION

Policy Sub-Committee Minutes – March 17, 2015

Committee on Learning Minutes – March 17, 2015

Facilities Sub-Committee Minutes – March 31, 2015

Operations Sub-Committee Minutes – March 31, 2015

Facilities Sub-Committee Meeting May 5, 2015 – 6:45 p.m. Lillis Administration Building, Room 2	Policy Sub-Committee Meeting May 19, 2015 – 6:45 p.m. Lillis Administration Building, Room 2
Operations Sub-Committee Meeting May 5, 2015 – 7:30 p.m. Lillis Administration Building, Room 2	Committee on Learning May 19, 2015 – 7:30 p.m. Lillis Administration Building, Room 2
Board of Education Meeting May 12, 2015 – 7:30 p.m. Sarah Noble Intermediate School, LMC	

New Milford Board of Education
Regular Meeting Minutes
March 10, 2015
Sarah Noble Intermediate School Library Media Center

Present:	Mrs. Angela C. Chastain, Chair Mr. Robert Coppola Mrs. Wendy Faulenbach Mr. David A. Lawson Mr. Dave Littlefield Mrs. Daniele Shook	RECEIVED TOWN CLERK 2015 MAR 13 A 8:47
Absent:	Mr. David R. Shaffer Mr. John W. Spatola Mrs. Theresa Volinski	

Also Present:	Dr. JeanAnn Paddyfote, Superintendent of Schools Mr. Joshua Smith, Assistant Superintendent of Schools Ms. Ellamae Baldelli, Director of Human Resources Mr. Jay Hubelbank, Director of Fiscal Services and Operations Ms. Roberta Pratt, Director of Technology Mr. John Calhoun, Facilities Manager Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mrs. Dana Ford, Principal, Schaghticoke Middle School Mrs. Anne Bilko, Principal, Sarah Noble Intermediate School Mr. Eric Vazquez, Student Representative
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1.	Call to Order A. Pledge of Allegiance The regular meeting of the New Milford Board of Education was called to order at 7:30 pm. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Recognition A. Geography Bee Winners: Andrew Xu (SNIS) and Scott Klimowich (SMS) <ul style="list-style-type: none"> Dr. Paddyfote asked SNIS Principal Anne Bilko to come up and present Andrew Xu with his award for winning the school's geography bee. Mrs. Bilko noted that Andrew will also be a semifinalist for the state competition which will be held on March 27th at CCSU. Dr. Paddyfote asked SMS Principal Dana Ford to come up and present Scott Klimowich, 7th grader, with his award for winning the middle school geography bee. Mrs. Ford noted that 	Recognition A. Geography Bee Winners: Andrew Xu (SNIS) and Scott Klimowich (SMS)

NEW MILFORD, CT

<p>B.</p>	<p>Scott beat out 8th graders in the competition.</p> <p>Board of Education Appreciation for Service</p> <ul style="list-style-type: none"> Dr. Paddyfote thanked the Board of Education members for their service noting there is a combined 42 years of service of members, including long time members Mr. Lawson and Mrs. Faulenbach. <p>The meeting recessed at 7:35 p.m. for a brief reception and reconvened at 7:41 p.m.</p>	<p>B. Board of Education Appreciation for Service</p>
<p>3.</p>	<p>Public Comment</p> <ul style="list-style-type: none"> There was none. 	<p>Public Comment</p>
<p>4.</p>	<p>PTO Report</p> <ul style="list-style-type: none"> There was no report. 	<p>PTO Report</p>
<p>5.</p>	<p>Student Representatives' Report</p> <ul style="list-style-type: none"> The FBLA Dodgeball tournament and Pie Day carnival for the Math Honor Society will be this Friday. The St. Baldrick's Day fundraiser for children's cancer research will be March 16th. March 19th is the school climate meeting. The All School Musical will run Mar 20th, 21st, 22nd, 27th, and 28th. <i>The Secret Garden</i> is the production. Activity Day will be March 26th. The sophomores will take CAPT testing on March 19th. Evening parent-teacher conferences will be March 30th. DECA will sponsor a Friendly Feud fundraiser on April 2nd. April 6th is the date of the Winter Sports Awards. 	<p>Student Representatives' Report</p>
<p>6. A.</p>	<p>Approval of Minutes Approval of the following Board of Education Meeting Minutes</p>	<p>Approval of Minutes A. Approval of the following Board of Education Meeting Minutes</p>

	<p>1. Regular Meeting February 10, 2015</p> <p>Mr. Coppola moved to approve the following Board of Education Meeting Minutes: Regular Meeting February 10, 2015, seconded by Mr. Lawson and passed unanimously.</p>	<p>1. Regular Meeting February 10, 2015</p> <p>Motion made and passed unanimously to approve the following Board of Education Meeting Minutes: Regular Meeting Minutes of February 10, 2015.</p>
7.	<p>Superintendent's Report</p> <ul style="list-style-type: none"> • Dr. Paddyfote offered kudos to the New Milford High School band for its invitation to perform at Carnegie Music Hall last Friday. • DECA Club members placed first, second and third at the state competition and therefore advanced on to the international career development competition. • Maps for the reconfiguration of the schools are done but will not go on the website due to security issues. Instead, posters will be made and displayed at the schools in a variety of locations. 	<p>Superintendent's Report</p>
8.	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> • Mrs. Chastain noted the budget was presented to the Town Council and the meeting went well. • Turf fields for the high school were approved to go forward. • She also offered her appreciation to the Board members for their hard work and dedication. • Mrs. Chastain, Dr. Paddyfote and Mr. Hubelbank met with the Mayor about the Schaghticoke roof project and there will be an amendment to tonight's agenda, if the Board approves, to discuss the project. 	<p>Board Chairman's Report</p>
9.	<p>Committee Reports</p> <p>A. Facilities Sub-Committee</p> <ul style="list-style-type: none"> • Mr. Littlefield said they discussed the roof at Schaghticoke and the water leak at the high school which was caused by a sprinkler pipe 	<p>Committee Reports</p> <p>A. Facilities Sub-Committee</p>

	under the foundation in the theatre.	
B.	Operations Sub-Committee	B. Operations Sub-Committee
	<ul style="list-style-type: none"> Mrs. Faulenbach said the committee discussed the monthly reports and exhibits, MUNIS update, change in object code 515 regarding transportation, and more on John Pettibone School. 	
C.	Policy Sub-Committee	C. Policy Sub-Committee
	<ul style="list-style-type: none"> Mr. Lawson said there were policies on the agenda for first review and they are continuing to review the 4000 series. 	
D.	Committee on Learning	D. Committee on Learning
	<ul style="list-style-type: none"> Mrs. Shook said the committee discussed two curricula on the agenda tonight for approval, Gateway which is the middle school version of Project Lead the Way, and heard a K-5 math update. 	
E.	Education Connection	E. Education Connection
	<ul style="list-style-type: none"> Mr. Coppola said he tutors a student at Sarah Noble and was pleased to learn of a snow shoeing program in conjunction with the Pratt Centre that students of all abilities could participate in. He also said there is a budgetary change with the interdistrict cooperative program in that apparently the budget number at the state will be cut in half and the only cities that qualify will be Bridgeport and Hartford. 	
F.	Connecticut Boards of Education (CABE)	F. Connecticut Boards of Education (CABE)
	<ul style="list-style-type: none"> Mr. Littlefield said he had no report. 	
G.	Negotiations Committee	G. Negotiations Committee
	<ul style="list-style-type: none"> Mrs. Chastain said negotiations were beginning with the nurses. 	

<p>10.</p>	<p>Discussion and Possible Action</p> <p>Mrs. Faulenbach moved to amend the agenda to add discussion and possible action of the Schaghticoke Middle School Roof as Item 10. I., seconded by Mr. Coppola and passed unanimously.</p> <p>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated March 10, 2015</p> <p>Mrs. Shook moved to approve Exhibit A: Personnel - Certified, Non-Certified, Appointments, Resignations and Leaves of Absence dated March 10, 2015, seconded by Mrs. Faulenbach.</p> <ul style="list-style-type: none"> Mr. Coppola noted he worked with Cynthia Agati and her retirement will be felt by the district. <p>The motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Purchase Resolution D-672 Budget Position as of February 26, 2015 Request for Budget Transfers <p>Mrs. Faulenbach made a motion to approve monthly reports: Purchase Resolution D-672, Budget Position as of February 26, 2015 and Request for Budget Transfers, seconded by Mrs. Shook.</p> <ul style="list-style-type: none"> Mr. Coppola thanked Mr. Hubelbank for making the field trip budget even more transparent. Mr. Lawson asked about the graphics for the cafeteria and Mr. Hubelbank said the money was coming from the Food Services budget. Dr. Paddyfote said the graphics are wonderful for the students and include a Country Café for 	<p>Discussion and Possible Action</p> <p>Motion made and passed unanimously to amend the agenda to add discussion and possible action of the Schaghticoke Middle School Roof as Item 10. I.</p> <p>A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated March 10, 2015</p> <p>Motion made and passed unanimously to approve Exhibit A: Personnel - Certified, Non-Certified, Appointments, Resignations and Leaves of Absence dated March 10, 2015.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> Purchase Resolution D-672 Budget Position as of February 26, 2015 Request for Budget Transfers <p>Motion made and passed unanimously to approve monthly reports: Purchase Resolution D-672, Budget Position as of February 26, 2015 and Request for Budget Transfers.</p>
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	<p>Northville, Hungry Lion Café for Hill and Plain, and a theme for Schaghticoke which will be done soon.</p> <ul style="list-style-type: none"> • Mr. Hubelbank noted that the Arum & Associates invoice would be reimbursed by the town. • Mr. Coppola thanked Mr. Hubelbank for putting money back into the 611 account. <p>The motion passed unanimously.</p> <p>C. Grant Approval</p> <ol style="list-style-type: none"> 1. District Technology Upgrades to Support Transition to the New Standards <p>Mr. Littlefield moved to approve the District Technology Upgrades to Support Transition to the New Standards grant in the amount of \$321,887.00, seconded Mrs. Faulenbach and passed unanimously.</p> <p>D. Policies for First Review</p> <ol style="list-style-type: none"> 1. 4118.112/4218.112 Sexual and Other Unlawful Harassment 2. 4118.231/4218.231 Drug and Alcohol Use 3. 9325 Meeting Conduct <p>E. Approval of the Following Curriculum</p> <ol style="list-style-type: none"> 1. Architectural Drafting II 2. Architectural Drafting III <p>Mrs. Faulenbach moved to approve the following Curriculum: Architectural Drafting II and Architectural Drafting III, seconded by Mr. Coppola.</p> <ul style="list-style-type: none"> • Mr. Coppola said he was excited about these two new courses as it will allow some students to explore options other than going to college. 	<p>C. Grant Approval</p> <ol style="list-style-type: none"> 1. District Technology Upgrades to Support Transition to the New Standards <p>Motion made and passed unanimously to approve the District Technology Upgrades to Support Transition to the New Standards grant in the amount of \$321,887.00.</p> <p>D. Policies for First Review</p> <ol style="list-style-type: none"> 1. 4118.112/4218.112 Sexual and Other Unlawful Harassment 2. 4118.231/4218.231 Drug and Alcohol Use 3. 9325 Meeting Conduct <p>E. Approval of the Following Curriculum</p> <ol style="list-style-type: none"> 1. Architectural Drafting II 2. Architectural Drafting III <p>Motion made and passed unanimously to approve the following Curriculum: Architectural Drafting II and Architectural Drafting III.</p>
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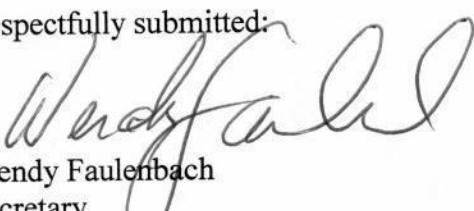
<p>The motion passed unanimously.</p> <p>F. Five Year Technology Capital Plan 2015-2020</p> <p>Mrs. Shook moved to approve the Five Year Technology Capital Plan 2015-2020, seconded by Mr. Coppola.</p> <ul style="list-style-type: none"> • Mr. Lawson said he fully supports the plan but noted that the expenses are far off and may change, but he did appreciate the direction. • Mrs. Faulenbach agreed with Mr. Lawson that these numbers may be fluid. <p>The motion passed unanimously.</p> <p>G. Textbook Approvals</p> <ol style="list-style-type: none"> 1. Fortune's Bones – Grades 9 – 12 2. Conversations in American Literature – Grade 11 3. Country Driving: A Chinese Road Trip – Grades 11 – 12 4. Economics – Grades 11 – 12 5. Economics: Principles, Problems & Policies – Grade 12 <p>Mrs. Faulenbach moved to approve the following textbooks:</p> <ol style="list-style-type: none"> 1. Fortune's Bones – Grades 9 – 12 2. Conversations in American Literature – Grade 11 3. Country Driving: A Chinese Road Trip – Grades 11 – 12 4. Economics – Grades 11 – 12 5. Economics: Principles, Problems & Policies – Grade 12, seconded by Littlefield. <ul style="list-style-type: none"> • Mr. Lawson asked if the economics course was the personal finance course and Mr. Smith said the Principles, Problems and Policies was the AP course for a full year and the personal finance is a half year course. 	<p>F. Five Year Technology Capital Plan 2015-2020</p> <p>Motion made and passed unanimously to approve the Five Year Technology Capital Plan 2015-2020.</p> <p>G. Textbook Approvals</p> <ol style="list-style-type: none"> 1. Fortune's Bones – Grades 9 – 12 2. Conversations in American Literature – Grade 11 3. Country Driving: A Chinese Road Trip – Grades 11 – 12 4. Economics – Grades 11 – 12 5. Economics: Principles, Problems & Policies – Grade 12 <p>Motion made and passed unanimously to approve the following textbooks:</p> <ol style="list-style-type: none"> 1. Fortune's Bones – Grades 9 – 12 2. Conversations in American Literature – Grade 11 3. Country Driving: A Chinese Road Trip – Grades 11 – 12 4. Economics – Grades 11 – 12 5. Economics: Principles, Problems & Policies – Grade 12
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	<p>The motion passed unanimously.</p> <p>H. Sherman Contract</p> <p>Mr. Coppola moved to approve the Agreement between the New Milford Board of Education and the Sherman Board of Education and to authorize the Board Chair to sign the agreement on its behalf, seconded by Mr. Littlefield.</p> <ul style="list-style-type: none"> • Dr. Paddyfote said Sherman did ratify the agreement. <p>The motion passed 5-0-1. Aye: Mr. Littlefield, Mrs. Faulenbach, Mrs. Chastain, Mr. Lawson, Mr. Coppola Abstain: Mrs. Shook</p> <p>I. Schaghticoke Middle School Roof</p> <p>Mrs. Faulenbach moved to authorize the administration to seek bids on the 1973 portion of the Schaghticoke Middle School roof and further authorize the administration to work with the Garland Company to develop bid specs for the 1973 portion of the Schaghticoke Middle School roof per their contract with the US Communities Government Purchasing Alliance, seconded by Mr. Coppola.</p> <ul style="list-style-type: none"> • Mrs. Faulenbach noted there have been several discussions over the roof and whether the town will bond the project so the Board needs to get quotes to do the whole project. • Mr. Hubelbank said they have been asked by the town to go out to bid for all of the roof on a short term bond note. • Mrs. Faulenbach asked what the process would be if the town did bond the job and Mr. Hubelbank said the board would move forward with a motion to have the town send out two bids, one with state reimbursement and one without. • Mr. Lawson asked if the skylights would be 	<p>H. Sherman Contract</p> <p>Motion made and passed to approve the Agreement between the New Milford Board of Education and the Sherman Board of Education and to authorize the Board Chair to sign the agreement on its behalf, seconded by Mr. Littlefield.</p> <p>I. Schaghticoke Middle School Roof</p> <p>Motion made and passed unanimously to authorize the administration to seek bids on the 1973 portion of the Schaghticoke Middle School roof and further authorize the administration to work with the Garland Company to develop bid specs for the 1973 portion of the Schaghticoke Middle School roof per their contract with the US Communities Government Purchasing Alliance.</p>
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	<p>included in the whole project as well and Mr. Hubelbank said that would be a separate company but it would be part of the same bid.</p> <ul style="list-style-type: none"> • Mr. Lawson asked about the PCBs and asbestos and if the state reimbursement would take care of that and Mr. Hubelbank said a certified hygienist would have to be on site to help assist in any remediation. • Mr. Coppola noted that the numbers including the state reimbursement seemed very close with the asbestos removal. Mr. Hubelbank said they were close. • Mr. Littlefield noted whether there is state reimbursement or not the asbestos would be covered. • Mr. Littlefield asked who would pay the bond back and Mr. Hubelbank said it would be part of the town's budget. • Mr. Coppola asked who would oversee the construction and Mr. Hubelbank said it would be a town project but the Board might want to hire a clerk of the works. Mr. Calhoun said there will be a representative from the Board on site on a daily basis. • Mr. Lawson asked how long the process will take and Mr. Hubelbank said hopefully the motion would come forward in April. • Mrs. Faulenbach noted this would not commit the Board and Mr. Hubelbank said there was a line in the bid that the project was not final until funding came through. <p>The motion passed unanimously.</p>	
11.	<p>Items for Information and Discussion</p> <p>A. Field Trip Report</p> <ul style="list-style-type: none"> • Mr. Coppola congratulated the high school on the Carnegie Hall band trip. Mr. Coppola asked how the \$130 fee was paid for and Mr. Smith said there are options to help students and families who could not afford to go. • Mr. Littlefield asked about the summer science program saying that he did not see it on this 	<p>Items for Information and Discussion</p> <p>A. Field Trip Report</p>

	<p>report. Mr. Smith said it would probably have been submitted to his office a while ago.</p> <ul style="list-style-type: none">• Mr. Coppola asked if that was one of the programs that would go by the wayside if the interdistrict grant was funded the way the legislature is proposing and Dr. Paddyfote said it most likely would be one of the programs. <p>B. Town of New Milford Audit Report dated June 30, 2014</p> <ul style="list-style-type: none">• Mr. Hubelbank said there were two items that the auditors noted one involving the capital assets which said that the district should delete any fully depreciated capital assets from the report. The other was the use of QuickBooks for grant funds and student activity funds which will change when MUNIS goes into effect.• Mrs. Faulenbach said it was a good audit report.• Mr. Lawson noted the audit spoke about the internal service fund and asked that the Board be apprised of any changes to that fund if and when they happen.	<p>B. Town of New Milford Audit Report dated June 30, 2014</p>
<p>12.</p>	<p>Adjourn</p> <p>Mrs. Shook moved to adjourn the meeting at 8:23 p.m., seconded by Mrs. Faulenbach and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:23 p.m.</p>

Respectfully submitted:


Wendy Faulenbach
Secretary
New Milford Board of Education

**New Milford Board of Education
Special Meeting Minutes
March 24, 2015
Lillis Administration Building--Boardroom**

Present:	Mrs. Angela C. Chastain, Chairperson Mr. Robert Coppola Mrs. Wendy Faulenbach Mr. David A. Lawson Mr. David Littlefield Mrs. Daniele Shook Mr. John W. Spatola Mrs. Theresa Volinski	RECEIVED TOWN CLERK 2015 MAR 25 P 12:57 NEW MILFORD, CT
Absent:	Mr. David Shaffer	

Also Present:	Dr. JeanAnn C. Paddyfote, Superintendent of Schools
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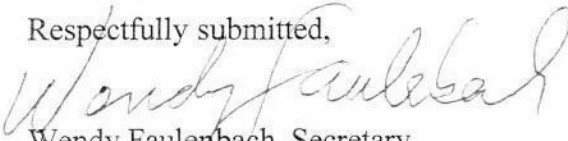
1.	Call to Order A. Pledge of Allegiance The special meeting of the New Milford Board of Education was called to order at 7:00 p.m. The Pledge of Allegiance immediately followed the call to order.	Call to Order A. Pledge of Allegiance
2.	Executive Session Motion made by Mrs. Shook to enter into Executive Session for the purpose of discussing the Superintendent's performance evaluation and to invite Dr. Paddyfote into the session. Seconded by Mrs. Volinski. Motion passed unanimously. The Board entered Executive Session at 7:01 p.m. The Board returned to Public Session at 9:16 p.m. <ul style="list-style-type: none"> Mrs. Chastain reviewed the procedure used to evaluate the Superintendent. The Board's policy and regulation 2400 regarding the evaluation of the Superintendent and the accompanying form was given to each Board member in a pre-stamped envelope addressed to Mrs. Chastain. The form should be sent to the Chair by April 7, 2015. Mrs. Chastain asked for a volunteer to work with her to assemble the Superintendent's draft evaluation report. 	Executive Session Motion made and passed unanimously to enter Executive Session for the purpose of discussing the Superintendent's performance evaluation and to invite Dr. Paddyfote into the session.

New Milford Board of Education
Special Meeting Minutes
March 24, 2015
Lillis Administration Building--Boardroom

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	Mr. Coppola volunteered to work with the Chair to write the draft report.	
3.	<p>Adjourn</p> <p>Motion made by Mrs. Shook to adjourn. Seconded by Mrs. Volinski.</p> <p>Motion passed unanimously.</p> <p>The meeting adjourned at 9:17 p.m.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn at 9:17 p.m.</p>

Respectfully submitted,



Wendy Faulenbach, Secretary
New Milford Board of Education

NEW MILFORD PUBLIC SCHOOLS

EXHIBIT A

Regular Meeting of the Board of Education
Sarah Noble Intermediate School
New Milford, Connecticut
April 7, 2015
**as of April 2, 2015

ACTION ITEMS

A. Personnel

1. **CERTIFIED STAFF**

a. **RESIGNATIONS**

- | | |
|---|-------------------------|
| <p>1. **Mr. Marc Balanda, Assistant Principal, New Milford High School
<u>Move</u> that the Board of Education accept the resignation of Mr. Marc Balanda as an Assistant Principal at New Milford High School effective June 30, 2015.</p> | Took position elsewhere |
| <p>2. Mrs. Dolores Hennessy, Reading Consultant, Hill and Plain School
<u>Move</u> that the Board of Education accept the resignation, due to retirement, of Mrs. Dolores Hennessy as a Reading Consultant at Hill and Plain School effective June 30, 2015.</p> | Retirement |
| <p>3. **Mrs. Lois Peters, Speech Language Pathologist, Northville Elementary School
<u>Move</u> that the Board of Education accept the resignation, due to retirement, of Mrs. Lois Peters as a Speech Language Pathologist at Northville Elementary School effective June 30, 2015.</p> | Retirement |
| <p>4. Mrs. JoAnn Raimondi, Elementary Teacher, Sarah Noble Intermediate School
<u>Move</u> that the Board of Education accept the resignation, due to retirement, of Mrs. JoAnn Raimondi as an Elementary Teacher at Sarah Noble Intermediate School effective June 30, 2015.</p> | Retirement |

2. **CERTIFIED STAFF**

b. **APPOINTMENTS**

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| <p>1. Mrs. Jaclyn Mattison, Special Education Teacher, New Milford High School
<u>Move</u> that the Board of Education appoint Mrs. Jaclyn Mattison as a Special Education Teacher at New Milford High School effective April 6, 2015.
2014-2015 Salary: \$55,600 (step 5F) prorated to start date</p> | <p><i>Education History:</i>
BS: UConn
Major: Special Education
BA: UConn
Major: English
MA: UConn
Major: Special Education</p> <p><i>Work Experience:</i>
4 yrs. Hartford & Ashford Schools</p> <p>Replace: B. Raymond</p> |
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3. NON-CERTIFIED STAFF

a. RESIGNATIONS

1. **Mrs. Donna Papp**, Paraeducator, Sarah Noble Intermediate School
Move that the Board of Education accept the resignation of **Mrs. Donna Papp** as a Paraeducator at Sarah Noble Intermediate School effective March 27, 2015.

Personal Reasons

4. NON-CERTIFIED STAFF

b. APPOINTMENTS

1. **None currently**

5. SUBSTITUTES/INTERNS

a. APPOINTMENTS

1. **Ms. Elizabeth Mueller**, Substitute Teacher
Move that the Board of Education appoint **Ms. Elizabeth Mueller** as a Substitute Teacher effective March 25, 2015.
2. **** Ms. Ellen Ruberry**, Substitute Teacher
Move that the Board of Education appoint **Ms. Ellen Ruberry** as a Substitute Teacher effective April 8, 2015.
3. ****Mr. Melvin Shapiro**, Substitute Teacher
Move that the Board of Education appoint **Mr. Melvin Shapiro** as a Substitute Teacher effective April 8, 2015.
4. ****Ms. Amanda Spelbos**, Substitute Teacher
Move that the Board of Education appoint **Ms. Amanda Spelbos** as a Substitute Teacher effective April 8, 2015.

Education History:

BFA: UConn
Major: Drama/Design
MLS: SCSU
Major: Library Science
MS: University of Bridgeport
Major: Education

Education History:

BA: Hollins University
Major: History
MA: Sacred Heart University
Major: Secondary Social
Studies Education

Education History:

BS: Long Island University
Major: Accounting

Education History:

BA: Endicott College
Major: Liberal Studies

6. ADULT EDUCATION STAFF

a. RESIGNATIONS

1. **None currently**

7. ADULT EDUCATION STAFF

b. APPOINTMENTS

1. **None currently**

8. BAND STAFF

a. RESIGNATIONS

1. **None currently**

9. BAND STAFF

b. APPOINTMENTS

1. None currently

10. COACHING STAFF

a. RESIGNATIONS

1. None currently

11. COACHING STAFF

b. APPOINTMENTS

- | | |
|--|--|
| <p>1. Mr. Tom Ferrell, Volunteer Boys' Track and Field Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Tom Ferrell as Volunteer Boys' Track and Field Coach at New Milford High School effective April 8, 2015.</p> | Volunteer |
| <p>2. Ms. Dawn Hough, Volunteer Girls' Lacrosse Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Ms. Dawn Hough as Volunteer Girls' Lacrosse Coach at New Milford High School effective April 8, 2015.</p> | Volunteer |
| <p>3. Mr. Cody Madden, Volunteer Boys' Freshman Baseball Coach, New Milford High School
<u>Move</u> that the Board of Education appoint Mr. Cody Madden as Volunteer Boys' Freshman Baseball Coach at New Milford High School effective April 8, 2015.</p> | Volunteer |
| <p>4. Mr. Matt Wall, Boys' Interscholastic Track Coach, Schaghticoke Middle School
<u>Move</u> that the Board of Education appoint Mr. Matt Wall as Boys' Interscholastic Track Coach at Schaghticoke Middle School effective March 11, 2015.</p> | 2014-2015 stipend: \$1,895
Staff member |

12. LEAVES OF ABSENCE

1. None currently

10. DISCUSSION AND POSSIBLE ACTION

**THE FOLLOWING ITEMS CAN BE FOUND ON THE
OPERATIONS WEB PAGE UNDER MARCH 31, 2015**

- B. Monthly Reports
 - 1. Purchase Resolution D-673
 - 2. Budget Position dated March 27, 2015
 - 3. Request for Budget Transfers
- C. Gifts & Donations
 - 1. PTO – Exhibit B
 - 2. MCCA, Inc. – Exhibit C

**THE FOLLOWING ITEM CAN BE FOUND ON THE
POLICY WEB PAGE UNDER MARCH 17, 2015**

- E. Policy for First Review
 - 1. 3541 Transportation Services

**THE FOLLOWING ITEMS CAN BE FOUND ON THE
POLICY WEB PAGE UNDER FEBRUARY 24, 2015**

- F. Policies for Second Review
 - 1. 4118.112/4218.112 Sexual and Other Unlawful Harassment
 - 2. 4118.231/4218.231 Drug and Alcohol Use
 - 3. 9325 Meeting Conduct

**THE FOLLOWING ITEM CAN BE FOUND ON THE
FACILITIES WEB PAGE UNDER MARCH 31, 2015**

- G. Five Year Facilities Capital Plan 2015-2020

FOR APPROVAL

Commentary: March 24, 2015 - minor change to revision in "Evaluations" section. Proposed change clarifies that the Athletic Director evaluates the coach per Conn. Gen. Stat. 10-222e (law permits board to select AD and/or immediate supervisor to do the evaluations). Suggested revision also updates the legal reference section to include new provisions regarding athletic directors.

4115.1(a)

4215.1(a)

PERSONNEL CERTIFIED/NON-CERTIFIED

Athletic Coaches Evaluation and Termination

The Board complies with the state law concerning the evaluation and termination of coaches and this policy should be construed consistent with that law. For purposes of this policy, the term "athletic coach" means any person holding a coaching permit who is hired by a local or regional Board of Education to act as a coach for a sport season.

Evaluations

Any person holding a coaching permit who is employed by the Board to coach for a sport season shall be evaluated by *the Athletic Director in consultation with the coach's* his/her immediate supervisor on an annual basis. A copy of such evaluation shall be provided to the athletic coach.

Termination of Employment

The employment of an athletic coach may be terminated at any time unless he or she has served in the same coaching position for three or more consecutive school years. In such case, the Superintendent may decline to renew or terminate the contract of the coach by providing written notification of that action within ninety (90) calendar days of the end of the season. This does not prohibit a Superintendent from terminating the employment of any athletic coach (including one that has served in the same coaching position for three or more consecutive school years) at any time for reasons of moral misconduct, insubordination or a violation of the rules of the Board of Education, or because the sport has been cancelled by the Board.

Appeal of Decision to Terminate or Decline to Renew

An athletic coach who has served in the same coaching position for three or more consecutive years may appeal any such non-renewal or termination decision to the Board in accordance with the following procedures:

- A. The athletic coach must file a written appeal with the Board within ten (10) calendar days of the Superintendent's written notification of non-renewal or termination. Such appeal shall set forth the basis on which the athletic coach seeks review of that decision, and a copy of said appeal shall be sent to the Superintendent. Failure to submit a timely written appeal shall constitute a waiver of the opportunity to appeal.

Athletic Coaches Evaluation and Termination

Appeal of Decision to Terminate or Decline to Renew Cont'd

- B. Within a reasonable period of time of its receipt of a written appeal of the Superintendent's decision, the Board or a committee of the Board shall conduct a hearing to consider such appeal. Reasonable notice of the time and place for such hearing shall be issued to the athletic coach.
- C. Prior to the hearing and within a reasonable period of time after receiving an athletic coach's written request, the Superintendent shall provide a statement of the reasons for which he or she terminated or declined to renew the athletic coach's contract.
- D. At the hearing, the athletic coach shall have an opportunity to present facts and evidence in support of renewal and /or reinstatement, and the Superintendent shall have the opportunity (but shall not be obligated) to present facts and evidence in support of the decision of non-renewal and/or termination. With cause shown, the athletic coach may call a limited number of witnesses to testify only if there is a clear need for the presentation of relevant factual information from such witnesses (as opposed to simple expressions of an opinion on the skill or competence of the athletic coach). Cumulative or redundant testimony shall not be allowed.
- E. The Superintendent's decision to terminate or decline to renew the coaching contract shall be affirmed unless the Board determines that the decision is arbitrary and capricious. The coach shall bear the burden of proof on this point.
- F. Within a reasonable period of time following the hearing, the Board shall make its determination and provide a written decision to the athletic coach. The decision of the Board shall be final.


Legal Reference: Connecticut General Statutes §10-222e
10-149d. Athletic directors. Definitions. Qualifications and hiring. Duties
10-222e. Policy on evaluation and termination of athletic coaches

Policy adopted: October 18, 2005
Policy revised: November 18, 2008

NEW MILFORD PUBLIC SCHOOLS
New Milford, Connecticut

Memo

To: Jean Ann Paddyfote
From: Greg Shugrue
Date: 04/02/2015
Re: Graduation date for the Class of 2015



Based on the current 2014-2015 school calendar, it is my recommendation that we set the date and time of graduation for the Class of 2015 as Saturday, June 20, 2015 at 5:00pm.

Once the Board of Education has approved this date, we will enter into a contract with the O'Neill Center at WCSU to hold the event there, as we have the past several years.



NEW MILFORD PUBLIC SCHOOLS

Fiscal Services and Operations

50 East Street

New Milford, Connecticut 06776

(860) 354-8726 FAX (860) 355-4966

Memo

To: JeanAnn Paddyfote
From: Jay Hubelbank
Re: 2014-15 End of the Year Balance
Date: April 2, 2015

As part of the end of the year budget review we have identified approximately \$486,000.00 in unanticipated revenue that I am recommending we ask the Board to allow us to use to purchase the items on the attached spreadsheet. The revenue comes from two sources, the Educational Cost Sharing Grant and Medicaid Reimbursements. I have detailed the amounts on the attached spreadsheet.

Given the current status of the 2014-15 expenditures, I am confident that the additional revenue will not be needed to cover anticipated expenditures for the remainder of the 2014-15 year.

2014-15 END OF YEAR PROJECTIONS

Exhibit D

2014-15 End of Year Projection As Of March 31, 2015			
	Budget	Projection	Variance
Special Education Excess Co	873,753	1,272,628	398,875
Medicaid Reimbursement	35,575	159,220	123,645
Other Revenue	376,163	339,723	-36,440
Total	1,285,491	1,771,571	486,080
Recommended Spending from the Capital Reserve Account			
NMHS Chiller and Filter			176,300
Computer Replacements	100	938	93,800
Security Enhancements			17,600
Total from Capital Reserve			287,700
Other Recommended Expenditures from End of Year Projected Balance			
HPS	Unanticipated repairs to septic tank and fields		27,800
SNIS	Playground equipment		17,500
SNIS	Blinds for 2nd Floor Windows		9,000
SMS	New tables and chairs for new art room		9,350
SMS	2 cafeteria tables to replace tables		2,100
SMS	Replace door hardware to gym doors		9,000
SMS	Reconfigure and replace hallway signage		8,500
NMHS	Resurface/repaint Tennis Courts		33,000
LHTC - Van	Purchase 2 vans, 1 to replace existing van and 1 for increasing enrollment		40,000
Smart Boards	Purchase 10 smartboards		38,500
Total			194,750
Grand Total			482,450
Balance			3,630

APPROVED FIELD TRIPS

April 2015

<u>School</u>	<u>Grade/Department</u>	<u>Trip Date</u>	<u>Day(s) of the Week</u>	<u># of Students</u>	<u># of Adults</u>	<u>Destination</u>	<u>Subs</u>	<u>Student Cost</u>
SNIS	Music/4-6	3/31/15	Tuesday	65	2	Schaghticoke Middle School - New Milford, CT	No	\$0
NMHS	Guidance/11-12	4/1/15	Wednesday	30	2	Naugatuck Valley Community College - Waterbury, CT	No	\$0
NMHS	English/12	4/9/15	Thursday	27	1	Hill and Plain Elementary School - New Milford, CT	No	\$0
SMS	SPED/8	4/9/15	Thursday	13	5	New Milford High School - New Milford, CT	Yes-2	\$0
NES	3	4/24/15	Friday	114	16	The Institute for American Indian Studies - Washington, CT	No	\$19.70
NMHS	Business Law/11-12	5/13/15	Wednesday	23	1	Bantam Superior Court - Bantam, CT	Yes-1	\$10
HPS	3	5/21/15	Thursday	125	5	Sarah Noble Intermediate School - New Milford, CT	No	\$0
HPS	2	5/22/15	Friday	120	6	Sarah Noble Intermediate School - New Milford, CT	No	\$0
NMHS	Science/10-12	5/26/15	Tuesday	100	10	American Museum of Natural History - New York, NY	Yes-6	\$40
JPS	1	5/26/15	Tuesday	75	15	Pratt Nature Center - New Milford, CT	No	\$16
SNIS	5	5/27/15	Wednesday	160	32	Pratt Nature Center - New Milford, CT	No	\$0
JPS	K	5/28/15	Thursday	85	19	Connecticut Beardsley Zoo - Bridgeport, CT	No	\$0
SNIS	5	5/28/15	Thursday	187	34	Pratt Nature Center - New Milford, CT	No	\$0
NMHS	Business Law/11-12	5/28/15	Thursday	20	1	Bantam Superior Court - Bantam, CT	Yes-1	\$10
HPS	2	6/10/15	Wednesday	51	9	The Green Spot - New Milford, CT	No	\$10

**New Milford Board of Education
Policy Sub-Committee Minutes
March 17, 2015
Lillis Administration Building, Room 2**

Present: Mr. David A. Lawson, Chairperson
Mrs. Daniele Shook
Mrs. Wendy Faulenbach, Alternate

Absent: Mr. Robert Coppola
Mr. John W. Spatola

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools
Mr. Joshua Smith, Assistant Superintendent of Schools
Ms. Ellamae Baldelli, Director of Human Resources
Mr. Jay Hubelbank, Director of Fiscal Services and Operations

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TOWN CLERK
2015 MAR 19 P 3:12

NEW MILFORD, CT
D

1.	Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mr. Lawson. Mrs. Faulenbach was seated in the absence of Mr. Coppola.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Discussion and Possible Action	Discussion and Possible Action
A.	Policy Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311:	A. Policy Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311:
1.	4115.1/4215.1 Athletic Coaches Evaluation and Termination <ul style="list-style-type: none"> Ms. Baldelli said this revision was to clarify that it is the athletic director who does the evaluations with consultation from the head coach. Mr. Lawson asked that the language be further clarified to specify that the athletic director evaluates all head coaches and other coaches in consultation with the head coach. Ms. Baldelli said she would consult the attorney to make the changes. 	1. 4115.1/4215.1 Athletic Coaches Evaluation and Termination

<p>B.</p> <p>1. 3541 Transportation Services</p>	<p>Mrs. Faulenbach moved to bring Policy 4115.1/4215.1 Athletic Coaches Evaluation and Termination, with suggested clarifications, to the full Board for approval. Motion seconded by Mrs. Shook.</p> <p>Motion passed unanimously.</p> <p>Policy Recommended for Revision:</p> <ul style="list-style-type: none"> • Mr. Lawson said the Board is very familiar with this policy which has been revised several times. • Mr. Hubelbank said the primary reason for this revision is the change in grade configuration for the schools. The revision also removes reference to student age and substitutes grade level instead for consistency. • Dr. Paddyfote said the timing of the revision will allow the changes to be implemented in the new school year. <p>Mrs. Shook moved to bring Policy 3541 Transportation Services to the full Board for first review. Motion seconded by Mrs. Faulenbach.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring Policy 4115.1/4215.1 Athletic Coaches Evaluation and Termination, with suggested clarifications, to the full Board for approval.</p> <p>B. Policy Recommended for Revision:</p> <p>1. 3541 Transportation Services</p> <p>Motion made and passed unanimously to bring Policy 3541 Transportation Services to the full Board for first review.</p>
<p>4.</p>	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	<p>Public Comment</p>
<p>5.</p>	<p>Adjourn</p> <p>Mrs. Shook moved to adjourn the meeting at 6:53 p.m. seconded by Mrs. Faulenbach and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 6:53 p.m.</p>

Respectfully submitted:



David A. Lawson, Chairperson
Policy Sub-Committee

**New Milford Board of Education
Committee on Learning Minutes
March 17, 2015
Lillis Administration Building, Room 2**

Present: Mrs. Daniele Shook, Chairperson
Mrs. Angela C. Chastain
Mr. Dave Littlefield
Mr. David A. Lawson, Alternate

Absent: Mr. David R. Shaffer

Also Present: Dr. JeanAnn Paddyfote, Superintendent of Schools
Mr. Joshua Smith, Assistant Superintendent of Schools

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2015 MAR 19 P 2:08

NEW MILFORD, CT



1.	Call to Order The meeting of the New Milford Board of Education Committee on Learning was called to order at 7:30 p.m. by Mrs. Shook. Mr. Lawson was seated in the absence of Mr. Shaffer.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> There was none. 	Public Comment
3.	Discussion and Possible Action A. 2015-2016 Curriculum Plan Adjustment 1. Grade 6 Math 2. K-5 Social Studies 3. K-2 Developmental Guidance <ul style="list-style-type: none"> Mr. Smith said the Grade 6 Math program CMP3 (Connected Mathematics Program) is being piloted this year. The program follows the same concepts as the K-5 program. The district is starting to collect data comparing this year to last year's program and it is trending well. Parents who did a math visitation this year gave favorable feedback. The full curriculum will be written internally next year. Mr. Smith said the state adopted new standards for social studies in February so curriculum work can begin in the spring and summer and be brought to the committee in the fall. Mr. Smith said K-2 Developmental Guidance was implemented as a special this year similar 	Discussion and Possible Action A. 2015-2016 Curriculum Plan Adjustment 1. Grade 6 Math 2. K-5 Social Studies 3. K-2 Developmental Guidance

	<p>to other elementary specials so students are having more regular lessons versus the previous push-in model we use for health and the current curriculum is very dated.</p> <ul style="list-style-type: none"> • Mr. Littlefield asked what types of topics are covered. Mr. Smith said the focus is on age appropriate social/emotional connections e.g. what to do when you are angry, appropriate touching etc. <p>Mr. Lawson moved to add Grade 6 Math, K-5 Social Studies, and K-2 Developmental Guidance to the 2015-2016 Curriculum Plan to the full Board for approval. Motion seconded by Mrs. Chastain. Motion passed unanimously.</p>	
B.	<p>Middle School Project Lead the Way Survey</p> <ul style="list-style-type: none"> • Mr. Smith said this is a follow up to last month's discussion. He provided additional information regarding the specific PLTW curriculum, which is broken down into understanding of general themes, knowledge, and skills, which are performance tasks. • Mr. Littlefield asked if the actual design aspect is only in 8th grade and Mr. Smith said there is some design in 7th grade and multiple ones in 8th grade. • Mr. Smith distributed a listing of suggested items needed to support the program, broken down into consumables, equipment/hardware, and digital equipment and software. New Milford already has much of the heavy equipment required so that is a plus for implementation. • Mr. Lawson said he was in favor of this program when it was presented during budget hearings but was concerned that it meant wood shop would not be offered. In looking at this new material presented, he is even more in favor of the program because he views it as a 21st century version of wood shop but requiring higher-level skills to create concrete projects. 	<p>Motion made and passed unanimously to add Grade 6 Math, K-5 Social Studies, and K-2 Developmental Guidance to the 2015-2016 Curriculum Plan to the full Board for approval.</p> <p>B. Middle School Project Lead the Way Survey</p>

- Mr. Smith presented survey results that outlined which region and DRG D towns offer shop, a PLTW version program or neither.
- Mr. Lawson said PLTW is a standard that other towns and states recognize and noted that the middle school program will feed directly into our high school program.
- Mrs. Chastain said she was all in favor of the PLTW course but that woodworking and PLTW skills are very different in her opinion and some students may be turned off by PLTW. She has real concerns about losing the woodworking program.
- Mr. Littlefield said he fully supports PLTW but he echoes the concerns of Mrs. Chastain. He is also concerned about the students who have study halls because there is nothing else to offer them. What else can be offered to students who opt out of music?
- Dr. Paddyfote said a new SMS schedule is being built from the ground up in conjunction with the software provider and they would know more about options once that is complete in May or June.
- Mr. Smith said the current budget does not support having both programs. He said that many students actually want study halls to help them complete their work before they start other after school activities.
- Dr. Paddyfote said the room is already fully scheduled so space is also an issue.
- Mrs. Chastain asked if science rooms could be utilized. Mr. Smith said the current design has equipment and computers in one room for ease of use. Dr. Paddyfote said space is tight at SMS under the current transition plan and if a science room is open at all, the teacher is usually setting up for the next lab.
- Mr. Lawson said he disputed the non-validity of study halls. He feels they are of value to some students. He said the woodshop option is available in high school for interested students.
- Mrs. Shook said she sees woodshop like a craft store where you pick out materials and

	<p>assemble a project. She feels PLTW would use the same tools only in a more creative, hands on manner and thinks it is applicable to all students at all levels.</p> <ul style="list-style-type: none"> • Mr. Smith said for now it would be helpful to separate the discussion of the need for more options from the question of offering PLTW, as it would help to know what qualifications would be needed for a new hire. <p>Mr. Lawson moved to bring the Middle School Project Lead the Way program to the full Board for approval. Motion seconded by Mr. Littlefield. Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the Middle School Project Lead the Way program to the full Board for approval.</p>
<p>4.</p> <p>A.</p>	<p>Items for Information and Discussion</p> <p>Assessment Schedule</p> <ul style="list-style-type: none"> • Mr. Smith distributed a copy of the letter sent home to parents regarding the district assessments in grades 3 through 11. He said the SBAC has been officially adopted as of this year by the state of CT. • Mr. Littlefield said he had heard that opting out was now allowed. Mr. Smith said the state says that the district must offer the assessments and there is no structure to opt out. Student/family can refuse to take the test but there is no official opt out. • Mr. Littlefield asked if there was a negative impact to refusing to take the test. Mr. Smith said not to grades but results will not be in student record so that may have an effect down the road. Parents will also not receive assessment feedback that other parents are getting with students who take the test. • Mrs. Shook said as a teacher she feels it is unfortunate not to have the results to use, as they are often very helpful. • Mrs. Chastain said she had heard there was a presentation by the data coach recently. Mr. Smith said the coach gave a presentation to parents on how to interpret MAP data for 	<p>Items for Information and Discussion</p> <p>A. Assessment Schedule</p>

	<p>success going forward. The invitation went out district-wide by School Messenger but only six parents attended the evening presentation.</p> <ul style="list-style-type: none"> • Mrs. Chastain asked if the presentation could be put on the website and Mr. Smith said it was not recorded but that the slides could be put on the website. • Mr. Littlefield suggested that an updated presentation be made at the May Board meeting so the entire Board could hear results. 	
B.	<p>Grade 7 Math Pilot</p> <ul style="list-style-type: none"> • Mr. Smith said the Grade 7 Math pilot will begin next year as a progression to the current program. Materials and professional development will be available to teachers in May and June of this school year with structured support continuing throughout the new school year. 	B. Grade 7 Math Pilot
5.	<p>Public Comment</p> <ul style="list-style-type: none"> • There was none. 	Public Comment
6.	<p>Adjourn</p> <p>Mr. Lawson moved to adjourn the meeting at 8:26 p.m. seconded by Mr. Littlefield and passed unanimously.</p>	<p>Adjourn</p> <p>Motion made and passed unanimously to adjourn the meeting at 8:26 p.m.</p>

Respectfully submitted:

Daniele Shook

Daniele Shook, Chairperson
 Committee on Learning

**New Milford Board of Education
Facilities Sub-Committee Minutes
March 31, 2015
Lillis Administration Building, Room 2**

Present: Mr. Dave Littlefield, Chairperson
Mrs. Wendy Faulenbach
Mr. David A. Lawson
Mr. John W. Spatola

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools
Mr. Joshua Smith, Assistant Superintendent of Schools
Mr. Jay Hubelbank, Director of Fiscal Services and Operations
Mr. John Calhoun, Facilities Manager
Mr. Nestor Aparicio, Assistant Facilities Manager

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2015 APR -2 P 1:00

NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Facilities Sub-Committee was called to order at 6:45 p.m. by Mr. Littlefield.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> Paul Chayka, Director and co-founder of Robotics and Beyond and a New Milford resident, said his non-profit is interested in acquiring space in the JPS building. He said there are many other non-profit groups and school related organizations that provide opportunities for student exploration in arts, technology, computer science and other similar areas that are in need of space and the JPS building would provide opportunities for them to come together. 	Public Comment
3.	Discussion and Possible Action A. Five Year Facilities Capital Plan 2015-2020 <ul style="list-style-type: none"> Mr. Calhoun said the plan is reassessed each year and updated as district needs are reprioritized. Mr. Spatola asked about the status of the Lillis cupola. Mr. Calhoun said the Youth Agency plans to have work done this summer. Mr. Spatola asked who would pay for the work 	Discussion and Possible Action A. Five Year Facilities Capital Plan 2015-2020

	<p>and whether or not the wood was rotted. Mr. Calhoun said the Youth Agency was funding through a grant and that the wood was not rotting so restoration is possible.</p> <ul style="list-style-type: none"> • Mr. Lawson asked about the \$385,000 electrical upgrade at Lillis on the list. Mr. Calhoun said that item has been listed for several years and gets moved down as other priorities emerge. Mr. Lawson said the Board should keep in mind expenses for the Lillis building when having discussions about the fate of the JPS building. • Mr. Lawson said there had been previous talk several years ago about foundation issues at Lillis and asked about the status. Mr. Calhoun said that had been looked at about ten years ago and there was nothing current. <p>Mrs. Faulenbach moved to bring the Five Year Facilities Capital Plan 2015-2020 to the full Board for approval.</p> <p>Motion seconded by Mr. Spatola.</p> <ul style="list-style-type: none"> • Mr. Lawson wanted it noted that the plan is subject to change if priorities shift in the future. <p>Motion passed unanimously.</p> <p>B. John Pettibone Building Follow-up</p> <ul style="list-style-type: none"> • Mr. Lawson said he thinks there are lots of unanswered questions on this subject. He said he thinks it is clear that there is a demand for use of the JPS building as a school and community resource and that more ideas for use come in every day including for the sciences, university courses, alternative education program, possible culinary school, GED program and others. He said perhaps these programs would provide enough funding to offset expenses. He also has concerns about the Lillis building as it continues to age. • Mrs. Faulenbach says this discussion has gone 	<p>Motion made and passed unanimously to bring the Five Year Facilities Capital Plan 2015-2020 to the full Board for approval.</p> <p>B. John Pettibone Building Follow-up</p>
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on for months now and asked what other items need to be brought before this committee for resolution.

- Mr. Lawson said he would like to see an analysis of what is needed at each district building. He thinks there is no rush and that time should be taken to look at all options. If the town ends up having to build a new school down the road, it will be tremendously expensive.
- Mr. Littlefield said it is his understanding based on the attorney comments that once the building is no longer used as a school it must be turned over to the town.
- Mr. Lawson said there are options; the district can use it as a closet if it wants and keep it.
- Mr. Spatola said he had spoken to another attorney who said that if the district chooses to keep the building it must be used for New Milford school purposes. So for example, a culinary school or robotics would not be in our purview; the town council would need to approve.
- Mr. Lawson said he disagreed and that some of the space could be dedicated to New Milford schools for offices, alternative education etc. while the extra space could be used by outside organizations through building use.
- Mrs. Faulenbach said maintenance costs are high and dialogue is needed on how to fund capital expenditures down the road.
- Mr. Hubelbank passed out a spreadsheet which outlined estimated capital expenses for JPS and Lillis over the next ten years or so.
- Mr. Spatola said he remembered an old report that talked about \$12 to \$13 million in expenses. Mr. Calhoun said that was a very comprehensive examination of the entire district which totaled about \$60 million.
- Mr. Lawson asked if the JPS roof work is eligible for state aid. Mr. Hubelbank said it would be but the same issues arise here as with SMS as to whether that would be cheaper or not in the end.

	<ul style="list-style-type: none"> Mr. Littlefield asked if the cost was lower than the SMS project due to size and Mr. Calhoun said yes and that he had used the square foot estimate given for SMS to provide this estimate. Mr. Lawson said if the district keeps the JPS building we can still monitor enrollment annually. If it continues to drop, we can always reconsider. If it rises, we will be glad to have the building. Mrs. Faulenbach said a plan is still needed to pay for these items. Mr. Littlefield said the topic would be put on the next Facilities agenda. 	
4.	<p>Items of Information</p> <p>A. SMS Roof</p> <ul style="list-style-type: none"> Mr. Hubelbank said the project has gone out to bid. Three companies came for the required walkthrough. Bids are due April 7th, hoping to finalize by April 13th. He needs to get a timeline from the town for bonding and a special meeting may be required depending on the timeline. <p>B. Update on Overtime</p> <ul style="list-style-type: none"> Mr. Calhoun handed out an update; overtime is still trending well. The department is slightly over in the maintenance budget with the rough winter requiring snow removal and building checks but the custodial side is in good shape. Mr. Littlefield asked if this update included the leak in the theatre at the high school and Mr. Calhoun said it did. Mr. Hubelbank said there is also a revenue offset for overtime charged to organizations for building use. 	<p>Items of Information</p> <p>A. SMS Roof</p> <p>B. Update on Overtime</p>
5.	<p>Public Comment</p> <ul style="list-style-type: none"> Robert Coppola said he was confused by some 	<p>Public Comment</p>

	of the discussion he heard this evening regarding sharing the JPS building with other groups since the Lillis Building is shared now with the Youth Agency.	
6.	Adjourn Mr. Lawson moved to adjourn the meeting at 7:30 p.m. seconded by Mrs. Faulenbach and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:30 p.m.

Respectfully submitted,



Dave Littlefield, Chairperson
Facilities Sub-Committee

**New Milford Board of Education
Operations Sub-Committee Minutes
March 31, 2015
Lillis Administration Building, Room 2**

Present: Mrs. Wendy Faulenbach, Chairperson
Mr. Robert Coppola
Mrs. Theresa Volinski
Mr. John W. Spatola, Alternate

Absent: Mr. David R. Shaffer

Also Present: Dr. JeanAnn C. Paddyfote, Superintendent of Schools
Mr. Joshua Smith, Assistant Superintendent of Schools
Mr. Jay Hubelbank, Director of Fiscal Services and Operations
Ms. Roberta Pratt, Director of Technology
Mr. John Calhoun, Facilities Manager

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NEW MILFORD, CT

1.	Call to Order The meeting of the New Milford Board of Education Operations Sub-Committee was called to order at 7:32 p.m. by Mrs. Faulenbach. Mr. Spatola was seated in the absence of Mr. Shaffer.	Call to Order
2.	Public Comment <ul style="list-style-type: none"> Robert Coppola gave committee members a handout from the CAFE Day on the Hill with his notes attached. Mr. Coppola said he had done some research and learned that the last school closed was the Gaylordsville School in 1967. Mr. Coppola said that in 1968 a town meeting barred sale of the land and in 1969 there was a resolution to name it a historical site. 	Public Comment
3.	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence <ul style="list-style-type: none"> Mr. Coppola asked if retirements were helping in the reconfiguration of staff. Dr. Paddyfote said yes, at this time only one person would be displaced and that person has been here less 	Discussion and Possible Action A. Exhibit A: Personnel — Certified, Non-Certified Appointments, Resignations and Leaves of Absence

	<p>than a year.</p> <ul style="list-style-type: none"> • Mr. Coppola wished the retirees good luck and thanked them for their service. <p>Mrs. Volinski moved to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>Motion seconded by Mr. Coppola.</p> <p>Motion passed unanimously.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Purchase Resolution D-673 2. Budget Position dated 3/27/15 3. Request for Budget Transfers <ul style="list-style-type: none"> • Mrs. Faulenbach asked for questions or comments. • Mr. Spatola asked for clarification on the \$6300 for AP. Mr. Hubelbank said that is to train staff who teach the advanced placement courses. • Mr. Hubelbank said transfers will become more prevalent towards the end of the school year. The budget was developed more than a year and a half ago so some adjustments become necessary in real time. Most are among programs at the same school. • Mrs. Volinski asked about the gym rental. Mr. Hubelbank said that is for gymnastics which practices at an outside facility since their equipment stays set up. Mr. Spatola asked if we rent the equipment too or provide our own. Mr. Hubelbank said the facility provides the equipment. • Mr. Coppola asked for clarification regarding the chromebooks. Ms. Pratt said this is a regularly budgeted purchase over \$5000. Mr. Coppola asked why they were not purchased earlier in the year for student use and Ms. Pratt said there is not enough tech help to push them out all at once so purchases are spread out 	<p>Motion made and passed unanimously to bring Exhibit A: Personnel - Certified, Non-Certified Appointments, Resignations and Leaves of Absence to the full Board for approval.</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Purchase Resolution D-673 2. Budget Position dated 3/27/15 3. Request for Budget Transfers
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	<p>through the year.</p> <ul style="list-style-type: none"> Mr. Coppola asked about the typewriter included and Mr. Hubelbank said a typewriter is still needed for some forms that cannot be completed on computer. <p>Mrs. Volinski moved to bring the monthly reports: Purchase Resolution D-673, Budget Position dated 3/27/15 and Request for Budget Transfers to the full Board for approval.</p> <p>Motion seconded by Mr. Coppola.</p> <p>Motion passed unanimously.</p>	
C.	<p>Gifts & Donations</p> <ol style="list-style-type: none"> PTO – Exhibit B MCCA, Inc. – Exhibit C <ul style="list-style-type: none"> Mrs. Faulenbach said she was thrilled to receive this community support. Mr. Coppola said he thought it was a shame that these events could not be covered in the budget and that we needed to depend on the generosity of outside sources for science and theater enrichment. <p>Mrs. Volinski moved to bring Gifts and Donations to the full Board for approval.</p> <p>Motion seconded by Mr. Coppola.</p> <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the monthly reports: Purchase Resolution D-673, Budget Position dated 3/27/15 and Request for Budget Transfers to the full Board for approval.</p>
D.	<p>New Milford High School Graduation Date 2015</p> <ul style="list-style-type: none"> Dr. Paddyfote said the O'Neill Center had previously confirmed June 20, 2015 at 4:00 p.m. as the graduation date and time but Mr. Shugrue had received a call this week to say the time was now in flux. The high school is hoping to receive a firm time from the O'Neill 	<p>D. New Milford High School Graduation Date 2015</p>

	<p>Center within a few days but Dr. Paddyfote would like to at least lock in the date.</p> <p>Mr. Coppola moved to bring the New Milford High School Graduation Date 2015 to the full Board for approval.</p> <p>Motion seconded by Mrs. Volinski.</p> <p>Motion passed unanimously.</p>	
E. Adult Education Director	<ul style="list-style-type: none"> Mr. Smith said the budget process for next year approved restructuring this position to full time. Since the position is currently vacant, Mr. Smith would like to post it with the new structure for the rest of this year. There are funds to cover since the position has been vacant. <p>Mr. Coppola moved to bring the Adult Education Director to the full Board for approval.</p> <p>Motion seconded by Mrs. Volinski.</p> <ul style="list-style-type: none"> Mrs. Faulenbach said she fully supports this position. <p>Motion passed unanimously.</p>	<p>Motion made and passed unanimously to bring the New Milford High School Graduation Date 2015 to the full Board for approval.</p> <p>E. Adult Education Director</p> <p>Motion made and passed unanimously to bring the Adult Education Director to the full Board for approval.</p>
F. E-Rate Contract for Internet	<ul style="list-style-type: none"> Mr. Hubelbank said this is for a five year contract for the internet fiber between buildings. It is eligible for e-rate reimbursement. Frontier has put in a cheaper bid than the current provider for ten times the speed per building. The cost is \$47,000 with a 35% reimbursement from e-rate. Mrs. Faulenbach asked if the reimbursement would show in revenue and Mr. Hubelbank said yes, each year. 	F. E-Rate Contract for Internet

	<ul style="list-style-type: none"> • Mr. Coppola asked if it was already budgeted for and Mr. Hubelbank said it was. • Mr. Spatola asked if repairs are covered and Mr. Smith said yes for anything outside the building. Inside the building is the district's responsibility. • Mrs. Volinski asked if there were any concerns with Frontier and Mr. Hubelbank said no this was the commercial side which does not seem to have the same concerns. <p>Mr. Coppola moved to bring the E-Rate Contract for Internet to the full Board for approval.</p> <p>Motion seconded by Mrs. Volinski.</p> <p>Motion passed unanimously.</p> <p>G. Food Certification Exemptions for School Fundraisers</p> <ul style="list-style-type: none"> • Dr. Paddyfote said occasionally groups such as the Booster Club or Band aids will have fundraiser events on school grounds, such as pasta dinners, that do not meet standards for the Healthy Food Certification Program. The Superintendent can approve exemptions in these cases with Board approval. • Mr. Coppola asked whether the Board can give blanket approval or if it needed to be done on an individual basis. Dr. Paddyfote suggested approval could be given annually when the Healthy Certification is done. • Mr. Spatola asked if we certify the food as healthy. Mr. Hubelbank said we do not certify but we do refer organizations to Food Services for guidance if asked. <p>Mr. Coppola moved to bring the authorization for the superintendent to approve food certification exemptions for school fundraisers as appropriate to the full Board for approval.</p>	<p>Motion made and passed unanimously to bring the E-Rate Contract for Internet to the full Board for approval.</p> <p>G. Food Certification Exemptions for School Fundraisers</p> <p>Motion made and passed unanimously to bring the authorization for the superintendent to approve food certification exemptions for school</p>
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	<p>Motion seconded by Mrs. Volinski.</p> <p>Motion passed unanimously.</p> <p>H. Projected 2014-15 EOY Balance</p> <ul style="list-style-type: none"> • Mr. Hubelbank said Excess Costs and Medicaid reimbursements are coming in higher than projected. This is leading to a positive variance of approximately \$486,000. He distributed a handout of additional purchases to be considered including items for which capital reserve use was projected. • Mrs. Faulenbach asked if Mr. Hubelbank is confident in these projections and he said he would not bring the recommendation forward unless that was the case. • Mr. Coppola asked for detail on the suggested purchase of two vans. Mr. Hubelbank said they are to replace a current LHTC van in very poor condition and to purchase an additional caravan type one for the program which is expanding from 11 students to 17 or 18 next year. • Dr. Paddyfote said this program services students 18-21 years old who go out to job sites with their job coaches. • Mr. Spatola asked for clarification on the suggested purchase of ten SmartBoards since 30 were already purchased. Ms. Pratt said the 30 are to complete the transition. These ten will finish the high school and are for new users. Future budgeting will be for replacements of older Boards. <p>Mrs. Volinski moved to bring the Projected 2014-15 EOY Balance to the full Board for approval.</p> <p>Motion seconded by Mr. Coppola.</p> <p>Motion passed unanimously.</p>	<p>fundraisers as appropriate to the full Board for approval.</p> <p>H. Projected 2014-15 EOY Balance</p> <p>Motion made and passed unanimously to bring the Projected 2014-15 EOY Balance to the full Board for approval.</p>
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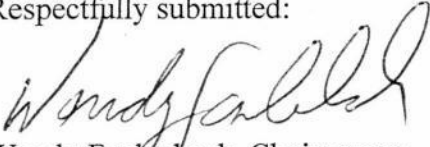
	<p>I. John Pettibone Building Follow-up</p> <ul style="list-style-type: none"> • Mr. Coppola asked if the JPS building could be shared with other town agencies as we do with Lillis currently. • Mrs. Faulenbach said she believed that was the correct interpretation but did not know if there was certain usage percentages required. • Mrs. Volinski asked if we could find that out for a future meeting. • Mr. Coppola said he was told by a New Milford resident that there may be deed restrictions on the JPS land for educational purposes and asked if that could be researched. • Mr. Coppola said he liked the idea of developing a culinary high school program ourselves and possibly expanding the alternative high school. He is a strong proponent of moving the Lillis offices there as well. He thinks there will be huge costs with Lillis going forward as the building continues to age. • Mr. Coppola asked if there were asbestos issues with Lillis. Mr. Calhoun said there is asbestos in several district buildings which is monitored, including JPS. Any renovations would need to take that into account. • Dr. Paddyfote said the report included with the agenda talked about moving Lillis offices into the third grade wing. • Mrs. Faulenbach asked if capital expenses would need to be added on top and Mr. Calhoun said yes. • Mr. Coppola said there would be cost avoidance issues gained for the Lillis building if the offices were moved. 	<p>I. John Pettibone Building Follow-up</p>
<p>4.</p>	<p>Items of Information</p> <p>A. Draft School Calendar</p> <ul style="list-style-type: none"> • Dr. Paddyfote said the calendar for 2015-2016 	<p>Items of Information</p> <p>A. Draft School Calendar</p>

	<p>is not complete yet as she is working out the no half days and arbitration ruling guidelines still. She distributed a handout of important dates for next year. This will be uploaded to the website tomorrow.</p> <ul style="list-style-type: none"> • Mr. Coppola asked if we are going with the regional calendar next year and Dr. Paddyfote said no we are not required to. • Mr. Spatola asked what is the earliest start and end date allowed and Dr. Paddyfote said there is no guide per se but that June 30th ends the fiscal year. • Mr. Spatola asked how many days had release time this year due to weather; he estimated 14 to 16. Dr. Paddyfote said she did not think it was that many but would have to check. • Mr. Spatola said he was concerned about the loss to instructional time and asked if the calendar can be adjusted somehow to take this into account. Dr. Paddyfote said she believed that would be an issue for collective bargaining. • Dr. Paddyfote said next year there will be an additional 28 hours of instructional time due to the arbitration award. 	
B.	Update on MUNIS	B. Update on MUNIS
	<ul style="list-style-type: none"> • Mr. Hubelbank said the prior two years of budget info have been loaded. Staff is being trained on the Accounts Payable section. Payroll set up started last month for a January 1st implementation date. • Mr. Coppola asked if next year's budgeting process will be in MUNIS and Mr. Hubelbank said that is the plan. 	
C.	Affordable Care Act	C. Affordable Care Act
	<ul style="list-style-type: none"> • Mr. Hubelbank distributed a handout with information on the Affordable Care Act and its effect on New Milford Public Schools. 	

<p>D.</p>	<p>Update on Transition Activities</p> <ul style="list-style-type: none"> • Dr. Paddyfote said maps of the schools have been delivered to each school for staff and parents to view. Welcome event dates are set and on the website; invitations are coming. Teachers have received information on packing dates which are starting next week. Letters to teachers regarding school and room assignments will be delivered on April 10th. Pods are coming April 6th. <p>E. Planning SMS Schedule for 2015-2016</p> <ul style="list-style-type: none"> • Dr. Paddyfote said Ms. Baldelli and Mrs. Ford are working on the schedule. They are using the student database and converting it for next year's students. Each course section must be given a number and loaded. All students in grade 6 must be placed on teams. All classes for every student must be loaded into the scheduler. The master schedule is then run in May and conflicts must be resolved. Dr. Paddyfote distributed a draft of a proposed schedule for next year which includes a possible home room. The schedule runs lunch waves and academic labs at adjacent times within a period. It also includes locker time before dismissal. It is a six day rotation. Band and chorus scheduling is still being reviewed. Students without band and chorus will be placed in study halls or in other areas if there are opportunities. Areas under consideration are developmental guidance, computer classes and time in the LMC if staff and schedules permit. The goal is to have a solid schedule by the end of school. • Mr. Hubelbank said one purpose of the home room would be to provide a Breakfast Program at SMS. • Mrs. Faulenbach asked Dr. Paddyfote to speak to the Board Chair about adding this as an Item of Information to the regular Board meeting. 	<p>D. Update on Transition Activities</p> <p>E. Planning SMS Schedule for 2015-2016</p>
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	Dr. Paddyfote said she would.	
5.	Public Comment <ul style="list-style-type: none">• David Lawson said he is concerned that when we talk about costs only bits and pieces seem to be discussed at a time. He felt that the report discussed this evening was for a “taj mahal” set up at JPS and he just wants to know what the cost is for a basic set up.• Sandy Giancaspro suggested that TAG students be looked at as part of the grouping for SMS to enable the group to meet easily for offered programs, perhaps putting students on the same team.	Public Comment
6.	Adjourn <p>Mrs. Volinski moved to adjourn the meeting at 9:01 p.m. seconded by Mr. Coppola and passed unanimously.</p>	Adjourn <p>Motion made and passed unanimously to adjourn the meeting at 9:01 p.m.</p>

Respectfully submitted:


Wendy Faulenbach, Chairperson
Operations Sub-Committee