


**New Milford Board of Education
 Special Meeting Minutes
 August 16, 2022
 Sarah Noble Intermediate School Cafeteria**

Present:	Mrs. Wendy Faulenbach Mr. Eric Hansell Mr. Pete Helmus Mr. Brian McCauley Mrs. Tammy McInerney Mr. Tom O'Brien Mrs. Olga I. Rella Mr. Keith A. Swanhall Jr.	 <p>2022 AUG 18 A 8:29</p>
Absent:	Mrs. Leslie Sarich	

Also Present:	Dr. JeanAnn C. Paddyfote, Interim Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Ms. Rebecca Adams, Human Resources Director Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mr. Matthew Cunningham, Facilities Director Mr. Jeffrey Turner, Technology Director Mr. Raymond Manka, New Milford High School Principal Mr. Kevin Best, New Milford High School Assistant Principal
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1. A.	Call to Order Pledge of Allegiance The special meeting of the New Milford Board of Education was called to order at 7:01 p.m. by Mrs. Faulenbach. The Pledge of Allegiance immediately followed.	Call to Order A. Pledge of Allegiance
2. A.	Recognition NMPS Retirees Judith Larkin and Michael Tremmel <ul style="list-style-type: none"> ● Dr. Paddyfote congratulated Mrs. Larkin, who was present, and Mr. Tremmel on their retirement and thanked them for their many years of service. 	Recognition A. NMPS Retirees Judith Larkin and Michael Tremmel
3.	Public Comment <ul style="list-style-type: none"> ● There was none. 	Public Comment

<p>4.</p>	<p>PTO Report</p> <ul style="list-style-type: none"> Mrs. Byrd said the first Town-wide PTO meeting of the year will be held next week. They are busy planning welcome back activities for staff at each school and for families. The monthly spirit days for PK-5 will take place again this year, with September 9 as the first, with a theme of mismatch day. 	<p>PTO Report</p>
<p>5. A.</p>	<p>Approval of Minutes</p> <p>Approval of the following Board of Education Meeting Minutes:</p> <p>1. Special Meeting Minutes July 19, 2022</p> <p>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 19, 2022, seconded by Mr. Hansell.</p> <p>The motion passed 7-0-1, with Mr. O'Brien abstaining.</p> <p>2. Special Meeting Minutes July 28, 2022 @ 6:30 PM</p> <p>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 28, 2022 @ 6:30 PM, seconded by Mr. McCauley.</p> <p>The motion passed 6-0-2, with Mr. Hansell and Mr. O'Brien abstaining.</p> <p>3. Special Meeting Minutes July 28, 2022 @ 7:30 PM</p> <p>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 28, 2022 @ 7:30 PM, seconded by Mr. McCauley.</p> <p>The motion passed 6-0-2, with Mr. Hansell and Mr.</p>	<p>Approval of Minutes</p> <p>A. Approval of the following Board of Education Meeting Minutes:</p> <p>1. Special Meeting Minutes July 19, 2022</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 19, 2022.</p> <p>2. Special Meeting Minutes July 28, 2022 @ 6:30 PM</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 28, 2022 @ 6:30 PM.</p> <p>3. Special Meeting Minutes July 28, 2022 @ 7:30 PM</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes: Special Meeting Minutes July 28, 2022 @ 7:30 PM.</p>

	<p>O'Brien abstaining.</p> <p>4. Special Meeting Minutes August 9, 2022</p> <p>Mrs. Rella moved to approve the following Board of Education Meeting Minutes: Special Meeting Minutes August 9, 2022, seconded by Mr. McCauley.</p> <p>The motion passed 7-0-1, with Mr. O'Brien abstaining.</p>	<p>4. Special Meeting Minutes August 9, 2022</p> <p>Motion made and passed to approve the following Board of Education Meeting Minutes: Special Meeting Minutes August 9, 2022.</p>
<p>6.</p>	<p>Superintendent's Report</p> <ul style="list-style-type: none"> ● Mrs. Faulenbach said she was happy to welcome Dr. Paddyfote back to the district. ● Dr. Paddyfote said she was excited to be back and was busy reconnecting and meeting new people. She gave kudos to the Central Office team for their work this summer. ● The Administrative Retreat took place today, led by Assistant Superintendent Holly Hollander. The focus was on Tier 1 instruction and data review and reflection. ● There are no new fundraisers to report this month. ● Kindergarten enrollment update as of August 15: NES - 136 and HPS - 117. As a reminder, the 2022-23 budgeted projections are NES - 145 and HPS - 126 so we are not significantly below projection. ● School Breakfast & School Lunch will be free for all students to begin the 22-23 school year thanks to funding by the State of Connecticut. While the length of this funding is uncertain, it is anticipated to last until January 1, 2023 at least. The district will provide families with ample notification prior to any changes. 	<p>Superintendent's Report</p>
<p>7.</p>	<p>Board Chairman's Report</p> <ul style="list-style-type: none"> ● Mrs. Faulenbach said we continue to work with the Town on messaging about the high school. There will be a Facebook Live tomorrow night. Items have been ordered and taken care of by the 	<p>Board Chairman's Report</p>

	<p>Town.</p> <ul style="list-style-type: none"> ● The Ad Hoc Committee reviewed the RFPs for the superintendent search consultants and conducted some interviews. There will be a recommendation made this evening. ● Mrs. Faulenbach said she caught up briefly with Dr. Paddyfote today. She invited any Board member with questions to email the Chair and Superintendent. 	
<p>8.</p> <p>A.</p>	<p>Discussion and Possible Action</p> <p>Exterior Public Address Speakers</p> <p>Mrs. McNerney moved to approve \$30,000 to be used to outfit each school with exterior public address speakers, seconded by Mr. McCauley.</p> <ul style="list-style-type: none"> ● Mr. Giovannone said the memo outlines the process for the general capital reserve request for 5 year capital projects. Following that approval and the high school fire, the need for exterior public address speakers was discussed at the cabinet level. The recommendation is to defer the painting and carpeting requested and start this new project instead. The transfer for this will not require new approval from the Town. ● Mrs. Rella asked if last year’s surplus could be used for this project instead so that the painting and carpeting could remain. ● Mr. Giovannone said the Board can make a new capital reserve request at any time but that it would delay this project as it works through the approval process. ● Mr. Cunningham said this item was recommended following a security audit by the Department of Homeland Security. They felt it was an important feature to add to all schools. It became even more relevant following the fire at the high school. The project will include wiring and a separate amplifier. Approval will fast track it for fall. ● Mrs. Rella asked where the carpet and painting were supposed to take place. 	<p>Discussion and Possible Action</p> <p>A. Exterior Public Address Speakers</p> <p>Motion made and passed unanimously to approve \$30,000 to be used to outfit each school with exterior public address speakers.</p>

<ul style="list-style-type: none">• Mr. Cunningham said at SMS and in the HPS Main Office.• Mr. Hansell asked if the speakers are a suggested safety improvement.• Mr. Cunningham said yes. In general the audit was very good, but this was one suggestion.• Mr. McCauley said this is a safety issue and needs to be done.• Mr. Giovannone said the 5 year capital plan includes a line for \$20,000 in carpeting replacement every other year and \$10,000 for painting each year. <p>The motion passed unanimously.</p> <p>B. Approval of Curricula</p> <ol style="list-style-type: none">1. Astronomy College Prep2. Advanced Placement Biology3. College Prep Biology4. Freshman Seminar5. General Woodworking <p>Mr. O'Brien moved to approve the following curricula:</p> <ol style="list-style-type: none">1. Astronomy College Prep2. Advanced Placement Biology3. College Prep Biology4. Freshman Seminar5. General Woodworking <p>Seconded by Mrs. Rella.</p> <ul style="list-style-type: none">• Ms. Hollander said the Science curriculums have been revised based on the Next Generation Science Standards. General Woodworking has been revised due to the recent challenges with use of the woodshop. It now focuses on the use of hand tools and is sustainable no matter what space is used. It formalizes the current practices. The Freshman Seminar course was approved last year and will be piloted this year. They will collect data and report back on its future development.• Mrs. Faulenbach asked when the data will be presented and Ms. Hollander said next spring.	<p>B. Approval of Curricula</p> <ol style="list-style-type: none">1. Astronomy College Prep2. Advanced Placement Biology3. College Prep Biology4. Freshman Seminar5. General Woodworking <p>Motion made and passed unanimously to approve the following curricula:</p> <ol style="list-style-type: none">1. Astronomy College Prep2. Advanced Placement Biology3. College Prep Biology4. Freshman Seminar5. General Woodworking
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- Mrs. Rella asked when the woodshop would be ready.
- Mr. Cunningham said the space can be used now for some types of projects, just not those that require the dust collection system. He said they will present an estimate for full repair at the next subcommittee meeting.
- Mr. O'Brien said he started his work career in the carpenters' union and is thrilled that this program is still going. Hand tools are a great start prior to working with power tools.
- Ms. Hollander said the high school has been working with the carpenters' union in Wallingford for real work opportunities too.
- Mrs. McInerney said course revisions are usually presented in clusters and she noted the absence of Honors Biology along with the other Biology courses..
- Ms. Hollander said revisions are still being made to that course and it will be presented soon.

The motion passed unanimously.

C. Bid Awards

1. Superintendent Search Consultant

Mrs. Rella moved to award the bid for the Superintendent Search Consultant to CABE Executive Search Services, seconded by Mr. McCauley.

- Mrs. Faulenbach thanked Mr. Helmus and Mrs. Sarich for their participation with her on the Ad Hoc Committee. She said they reviewed the RFPs and conducted interviews with select consultants. They are unanimous in their recommendation of CABE Executive Search Services as the best fit. Moving forward, the process will now involve the Board as a whole.
- Mr. Helmus said there were 6 RFPs received. One was a no bid, three were more nationally based without a big footprint in CT and there were two regional. Both firms were good however CABE provided a more lengthy

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	<p>interview and produced immediate feedback when it was requested.</p> <ul style="list-style-type: none"> ● Mrs. McInerney asked about the budgetary impact. ● Mrs. Faulenbach said CAFE charges \$19,500 which covers a comprehensive process, with the exception of a few add-ons should the Board so wish. Other firms offered a tiered approach that would be similar in cost once all the add-ons were factored in. ● Mr. Hansell asked if the Board would be able to scrutinize all resumes submitted. Mrs. Faulenbach said they could discuss that and any other requests with the consultant as a whole Board when they meet. ● Mr. Helmus asked that the RFP be sent to the full Board. <p>The motion passed unanimously.</p> <p>2. District Security Services</p> <ul style="list-style-type: none"> ● Ms. Adams said six qualified bids were submitted and they have begun interviews. They are unfortunately not ready to make a recommendation this evening and she is hoping the Board will consider a special meeting prior to schools opening. ● Mrs. Rella asked if this is for security guards. ● Ms. Adams said they are security monitors. ● Mrs. Faulenbach noted that this is a budgeted expense. <p>D. Approval of Authorized Signatures Change Form for ED-099 Agreement for Child Nutrition Programs</p> <p>Mrs. McInerney moved to approve the Authorized Signatures Change Form for the ED-099 Agreement for Child Nutrition Programs, seconded by Mrs. Rella.</p> <p>The motion passed unanimously.</p>	<p>2. District Security Services</p> <p>D. Approval of Authorized Signatures Change Form for ED-099 Agreement for Child Nutrition Programs</p> <p>Motion made and passed unanimously to approve the Authorized Signatures Change Form for the ED-099 Agreement for Child Nutrition Programs.</p>
<p>9.</p>	<p>Items for Information and Discussion</p>	<p>Items for Information and Discussion</p>

	<p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated August 16, 2022</p> <ul style="list-style-type: none"> ● Mrs. Faulenbach asked how hiring is going. ● Ms. Adams said well; there are only three certified vacancies presently. <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated July 31, 2022 2. Purchase Resolution: D-761 3. Request for Budget Transfers <ul style="list-style-type: none"> ● Mr. Giovannone said they are still encumbering payroll and services through August. The purchase resolution is alphabetical by vendor this month and, next, versus the usual format. Any item labeled yearly is for the creation of a purchase order to draw off throughout the year versus direct expensing to the vendor. ● Mrs. Faulenbach asked what year it is of the Munis contract and what year for the auditor contract. Mr. Giovannone said he would check and report back. <p>C. NMHS Update</p> <ul style="list-style-type: none"> ● Mr. Manka thanked the Central Office administrators for their amazing support since the high school fire, and the HPS staff for welcoming them there as a temporary home. He thanked the Mayor and Mr. Healy for their work in helping to restore the building. He said high school administration is now focused on getting teaching and learning back on track. It is a relief to hear that the first and second floors will be fully accessible, as well as most of the third floor including bathrooms. The most impacted areas on the third floor are the plant science classroom, which will be relocated, science offices and the greenhouse. Lab sciences will rotate through equipped classrooms without a need to modify classes. Science instruction will take place as expected. 	<p>A. Exhibit A: Personnel – Certified, Non-Certified Appointments, Resignations and Leaves of Absence dated August 16, 2022</p> <p>B. Monthly Reports</p> <ol style="list-style-type: none"> 1. Budget Position dated July 31, 2022 2. Purchase Resolution: D-761 3. Request for Budget Transfers <p>C. NMHS Update</p>
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- They are reviewing the bell schedule in case adjustments to passing time are needed and will monitor it upon opening.
- A process for staff retrieval of items has been worked out.
- There will not be an in-person Freshman Orientation but students and staff are working on a video which will address all pertinent topics. Its expected release is August 26.
- The parent portal will open on August 29 for accessibility to schedules.
- Questions are welcomed by email and, if they apply to the general population, answers will be posted on the district/school website under a specific FAQ page that has been set up. That site is updated each Tuesday and Friday. Mr. Manka will also continue with his weekly Friday update to parents and students.
- Mrs. Rella asked what happens when parents call the high school.
- Mr. Manka said messages are being retrieved by the secretaries.
- Mr. Best said athletic practices began this week and all the fields are being used. There will be no impact to the fall schedules. Band camp is also taking place this week onsite. They are reviewing large events upcoming such as Homecoming and the Band home show to consider alternatives for overflow.
- The student parking portal opened yesterday. Seniors will have first priority. Mr. Best said they feel confident they will be able to handle the demand to start the year. Actual spots will be issued in the near future.
- Mrs. McInerney said the Friday updates are very helpful and she asked that tonight's information be added to the FAQ page and/or a future parent email since it is very helpful to know.
- Mrs. Faulenbach said she was sorry that Freshman Orientation will not be in person because it is always extremely well attended and helps allay any concerns.
- Mr. Manka said they are discussing having student leaders provide tours the first few days to interested parties and will also use advisory to address items.

D.	Field Trip Report <ul style="list-style-type: none">Ms. Hollander said there are eleven approved field trips on the list; ten are music related and one is the senior trip. Six will use All Star buses and six will use Coach buses.	D. Field Trip Report
10.	Adjourn <p>Mrs. Rella moved to adjourn the meeting at 8:03 p.m., seconded by Mr. McCauley.</p> <p>The motion passed unanimously.</p>	Adjourn <p>Motion made and passed unanimously to adjourn the meeting at 8:03 p.m.</p>

Respectfully submitted:



Olga I. Rella, Secretary
New Milford Board of Education