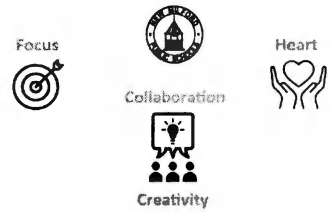


NEW MILFORD BOARD OF EDUCATION  
New Milford Public Schools  
25 Sunny Valley Road, Suite A  
New Milford, Connecticut 06776



**BOARD OF EDUCATION  
MEETING NOTICE**

**DATE: July 16, 2024**  
**TIME: 7:00 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. PUBLIC COMMENT**

An individual may address the Board concerning any item on the agenda for the meeting subject to the following provisions:

A. A three-minute time limit may be allocated to each speaker with a maximum of twenty minutes being set aside per meeting. The Board may, by a majority vote, cancel or adjust these time limits.

B. If a member of the public comments about the performance of an employee or a Board member, whether positive, negative, or neutral, and whether named or not, the Board shall not respond to such comments unless the topic is an explicit item on the agenda and the employee or the Board member has been provided with the requisite notice and due process required by law. Similarly, in accordance with federal law pertaining to student confidentiality, the Board shall not respond to or otherwise discuss any comments that might be made pertaining to students.

**3. PTO REPORT**

**4. APPROVAL OF MINUTES**

A. Approval of the following Board of Education Meeting Minutes:

1. Regular Meeting Minutes June 18, 2024

**5. SUPERINTENDENT'S REPORT**

**6. SUBCOMMITTEE REPORTS**

A. Policy

B. Committee on Learning

C. Facilities

D. Operations

**7. BOARD CHAIRPERSON'S REPORT**

**8. DISCUSSION AND POSSIBLE ACTION**

A. Monthly Reports

1. Budget Position dated June 30, 2024

2. Purchase Resolution D-784

3. Request for Budget Transfers

B. Bid Award - RFP E-2324-009 – Substitute Management Services

**9. ITEMS OF INFORMATION**

A. Employment Report - July 2024

B. Enrollment Report - July 2024

RECEIVED  
TOWN CLERK  
2024 JUL 11 A 8:16  
NEW MILFORD, CT  
MHP

- C. NMHS Update
  - 1. Roof
  - 2. NMHS Woodshop HVAC
  - 3. Gym Floor
- D. Sarah Noble Oil Tank
- E. Central Office
- F. HVAC Reports & Grants
- G. Gifts and Donations
- H. Food Services Community Eligibility Provision (CEP) and meals in 2024-25

**10. ADJOURN**

**New Milford Board of Education**  
**Meeting Minutes**  
**June 18, 2024**  
**Sarah Noble Intermediate School Library Media Center**

RECEIVED  
TOWN CLERK  
2024 JUN 20 P 2:46  
NEW MILFORD, CT

<b>Present:</b>	Mrs. Wendy Faulenbach, Chairperson Mrs. Leslie Sarich Mrs. Tammy McInerney Mr. Tom O'Brien Mr. Dean Barile Mr. Eric Hansell Mrs. Sarah Herring Mr. Brian McCauley (arrived at 7:01pm) Mayor Pete Bass, <i>ex-officio</i>
<b>Absent:</b>	

<b>Also Present:</b>	Dr. Janet Parlato, Superintendent of Schools Mr. Jeffrey Turner, Director of Technology Mrs. Teresa Kavanagh, Director of Human Services Mr. Anthony Giovannone, Director of Fiscal Services and Operations
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<b>1.</b>	<b>A.</b>	<b>Call to Order</b> Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 7:00 pm by Mrs. Wendy Faulenbach, Chairperson. The Pledge of Allegiance immediately followed the call to order.	<b>Call to Order</b> Pledge of Allegiance
<b>2.</b>	<b>A.</b>	<b>Public Comment</b> None	<b>Public Comment</b>
<b>3.</b>		<b>PTO REPORT</b> None	<b>PTO REPORT</b>
<b>4.</b>	<b>A.</b>	<b>APPROVAL OF MINUTES</b> Approval of the following Board of Education Meeting Minutes: 1. Regular Meeting Minutes May 21, 2024  <i>Mr. O'Brien moved to approve the Regular Meeting Minutes May 21, 2024. Seconded by Mrs. Herring. Vote passed unanimously.</i>	<b>APPROVAL OF MINUTES</b> <b>A. Approval of the following Board of Education Meeting Minutes:</b> <b>1. Regular Meeting Minutes May 21, 2024</b>  Motion made and passed to approve the Regular Meeting Minutes May 21, 2024.

<p>5.</p>	<p><b>SUPERINTENDENT’S REPORT</b>                  Dr. Parlato stated they had an excellent end to the 23/24 school year. High school graduation, the Adult Education graduation, the Schaghticoke Middle School (SMS) promotion, and the Litchfield Hills graduation were all beautiful. Dr. Parlato stated she is fortunate to observe growth of students in all these events and the continued progress of growth in the school system. She will share more about our district planning in the upcoming months. Dr. Parlato thanked the Board of Education (BOE) for their support of the community, staff, and students.</p>	<p><b>SUPERINTENDENT’S REPORT</b></p>
<p>6.</p>	<p><b>SUBCOMMITTEE REPORTS</b></p> <p><b>A. Policy</b>                  Mrs. Sarich thanked Mrs. Faulenbach for chairing the past meeting. Mrs. Faulenbach noted there is no Committee on Learning or Policy meeting in July. This will give board members time to review everything for August.</p> <p><b>B. Committee on Learning</b>                  Mrs. McInerney stated they had a great STEM presentation and Educator Evaluation Model for 24/25. Also discussed was the new kindergarten entry age. There were waivers done this year because of the short notice, but that will not be the case moving forward.</p> <p><b>C. Facilities</b>                  Mr. O’Brien stated Mr. Cunningham was not in attendance and that he will give a report later in the evening when discussing items of information.</p> <p><b>D. Operations</b>                  Mr. Hansell noted they hit a milestone with the energy assistance project in that the construction phase is over.</p>	<p><b>SUBCOMMITTEE REPORTS</b></p> <p><b>A. Policy</b></p> <p><b>B. Committee on Learning</b></p> <p><b>C. Facilities</b></p> <p><b>D. Operations</b></p>
<p>7.</p>	<p><b>BOARD CHAIRMAN’S REPORT</b>                  Mrs. Faulenbach stated she appreciates the community support and that the Board will continue to work over the summer, which will include a workshop. Mrs. Faulenbach noted the Mayor was in attendance and that he will speak to a few of the</p>	<p><b>BOARD CHAIRMAN’S REPORT</b></p>

	<p>items on the agenda. There will be a change in item order for Discussion and Possible Action.</p>	
<p><b>8.</b></p>	<p><b>DISCUSSION AND POSSIBLE ACTION</b></p> <p><b>A. Two Percent Education Cost Sharing (ECS) Set-aside Grant Program</b></p> <p>Mrs. Faulenbach explained that this is an opportunity for municipalities to apply for a carve-out from the town’s full education cost sharing grant. The money goes to the town, and the district is allowed to ask for a 2% carve out. The application states they can inform the town, and she has already had a discussion with the Mayor on why the Board would apply for it and how it would work. Mrs. Faulenbach stated once they apply for the grant, it is guaranteed and the funds will be deposited to a separate account in Munis. It is money that is separate from the operational budget.</p> <p>Mrs. Faulenbach noted that the town has already budgeted for those dollars and it is her recommendation to ensure the town receives that money back from the Board’s end of year balance. The advantage to having these funds is it allows for more flexibility. The district budget is created 18 months in advance, making it difficult to foresee possible needs. The account will be 100% transparent and any use of the funds will be voted on by the Board. The funds could be used for programs and materials that are not in the operational budget, such as for TAG. There will be no loss financially to the town and it saves them from having to go to the capital reserve, which has to go through several rounds of voting.</p> <p>Dr. Parlato stated the carve out will have to be used before the end of fiscal year.</p> <p>Mrs. Faulenbach stated other municipalities have been doing this for a while and it is not unique. This is something the district has not pursued in the past because there was so much going on.</p>	<p><b>DISCUSSION AND POSSIBLE ACTION</b></p> <p><b>A. Two Percent Education Cost Sharing (ECS) Set-aside Grant Program</b></p>

	<p>Mr. Barile asked if it is part of the town budget.</p> <p>Mrs. Faulenbach responded that it is earmarked by state statute to the town. Dr. Parlato added it is an education cost sharing grant and the amount the town receives is a formula based on median income, per capita income, and grand list.</p> <p>Mrs. Faulenbach stated she wanted to be transparent in informing the town and that the town would not lose that revenue. They will be reimbursed for it from the Board's End of Year balance.</p> <p>Dr. Parlato stated it is a choice to reimburse the town. It is not required. Mrs. Faulenbach added that they felt it would not be fair to take the carve out without reimbursing the town.</p> <p>Mrs. Faulenbach explained the grant goes straight to the town. The district is allowed to apply for the grant which is 2% of the ECS. The district can make the town whole from the End of Year balance. It gives the district the flexibility that is not strictly tied to the capital reserve. It is similar to when they created the Covid account.</p> <p>Mr. Hansell asked what happens if it does not get spent by the deadline. Mrs. Faulenbach stated it cannot be carried over. Mr. Giovannone added that we would get an answer to this question from the State Department of Education.</p> <p>Mrs. Faulenbach stated they did not find out about this grant until very recently. They were quick to confer with the Mayor about it.</p> <p>Dr. Parlato stated, knowing there will be \$980,000 in the End of Year balance, we know we can reimburse the town for the carve out. Mrs. Faulenbach stated they are doing that to make the town whole.</p> <p>Mrs. McInerney asked if the money will be put into a separate account for operating expenses. Mrs. Faulenbach explained that it will go to a separate</p>	
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	<p>account. Operational expenditures have already been voted on, this can be used for things that were not part of the original operational budget.</p> <p>Mr. McCauley stated the money would help if they had an unexpected increase in student enrollment. Dr. Parlato stated she would like to increase the tech experiences for K-2 students.</p> <p>Mrs. McInerney stated she is not against it, but the town has had large surpluses for many years that have been divvied out, and the district has not seen that money. She wondered if the town could manage without the Board paying it back. It was heart wrenching to cut the interventionists. The students have been struggling since covid, and the covid money is now gone. We can put it back to the students and hire interventionists, or put it towards a new central office.</p> <p>Mayor Bass stated the conversation was conflating issues all into one. To make this decision, and not pay the town back is disingenuous to the taxpayer and robbing the town of \$231,000. The town recently paid for mechanicals, building management system, scraping and painting of HS, athletic uniforms, and band uniforms. The town has also paid for all principal and interest payments for the SMS roof and HS roof at \$4,500,000. The principal and interest payments fall to the town. The \$4,000,000 plus dollars in capital reserve will not cover the costs of what the schools need, which exceeds that times 20. This is a good solution for the first year so the BOE can use the funds as they deem fit. Mayor Bass stated the BOE can decide to not give back the 2% next year but doing it after the budget has been approved seems wrong.</p> <p>Mrs. Faulenbach stated she wanted to clarify the district and the Board were not made aware of this grant option until May.</p> <p>Mr. Giovannone noted the motion on the table is specifically tied to notifying of their attempt to apply. The motion is to actually apply and whether</p>	
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	<p>the Board is going to reimburse the town are different motions.</p> <p>Mrs. Sarich stated it would not be fair if they didn't reimburse the town this year, and stated it is a conversation for next year.</p> <p>Mrs. Herring asked for more clarification, stating the town gets \$14,000,000 for education, and the district can apply for 2% of that. Essentially paying back the town money they have already gotten. Mrs. Faulenbach stated yes, they are reimbursing the town to prevent a shortfall to the townside of their budget. The sole purpose is to enroll in this grant opportunity which allows another way to possibly fund things like programs that are not in the operational budget. Mrs. Herring asked how those unanticipated costs were covered in previous years. Mrs. Faulenbach answered that while rare on occurrence, those funds had been taken from the certified salary account. Mr. Giovannone added that the district has held other vacancies open so they may hire for a more pressing opening.</p> <p>Mr. McCauley asked the Mayor if he was opposed to the Board asking for the 2%. The Mayor stated the BOE is entitled to do it, but it is late in the game, the taxpayers have already approved the budget so it would make it difficult to opt into the grant and then not reimburse the town.</p> <p>Mrs. McNerney stated she wanted to clarify the band and athletic uniforms were done many years ago, and it was done because the district didn't have funds. The gym floor and scraping of buildings, these are town buildings, and we need to work with the town better to maintain the buildings. It needs to be adequate for staff. There is a lot of money that has to go into the buildings, and the district cannot shoulder that by themselves. These are town buildings and there is some responsibility there.</p> <p>The Mayor stated he agreed and they should work together and move forward. The cost of capital items and materials has gone up 40%, sometimes</p>	
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	<p>more. The previous model has to change. It cannot be relying on the capital of the town. It will involve how we manage our budgets on the educational side and the town side to make it work. The Mayor stated he only brought up those specific examples of the fact that the BOE, with its capital reserve, has been robust because of covid and other grant opportunities. Even with that, it is nowhere near where it needs to be with capital for both the district and the town. We need to work together. This was late and it did not allow Town Council or Board of Finance a chance to weigh in.</p> <p>Mr. Barile stated it makes sense we would use this as an entryway to work together and have the BOE and town start that partnership.</p> <p>Mrs. Faulenbach stated she knows how frustrating it is to go through an operating budget and reduce it with little opportunity to add in. This is a transparent way to mitigate an operational situation that could arise. Many districts opt into this grant for that reason. It can be looked at as an opportunity to not have to create a capital request. It is a flexible option, and next year we can decide not to apply if we choose so.</p> <p>Mrs. Herring asked if the money would require the Board's permission before spending it. Mrs. Faulenbach stated yes, the district presents recommendations and the Board votes to accept or deny the financial expenditures. A separate munis account will be earmarked for even more transparency. It is all done in public and recorded.</p> <p><i>Mrs. Sarich moved to submit the application for the Two Percent Education Cost Sharing (ECS) Program Grant Set-Aside. Seconded by Mr. Hansell. Motion passed unanimously.</i></p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li>1. Budget Position dated May 31, 2024</li> <li>2. Purchase Resolution: D-783</li> </ol>	<p>Motion made and passed unanimously to submit the application for the Two Percent Education Cost Sharing (ECS) Program Grant Set-Aside.</p> <p><b>B. Monthly Reports</b></p> <ol style="list-style-type: none"> <li>1. Budget Position dated May 31, 2024</li> </ol>
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	<p><b>Fiscal year end Request for 2% set aside from 2023-24 End of Year Balance:</b></p> <p>Mr. O'Brien asked why the second motion is pending final audit. Mrs. Faulenbach answered that it means the auditors have final say, once they give their blessing, that number is submitted. Mr. O'Brien asked if it could change with the audit. Mr. Giovannone stated they are safe to carve out these numbers.</p> <p>Mr. Hansell asked if there are any stipulations preventing what the funds can be spent on. Mrs. Faulenbach stated there is not.</p> <p><i>Mr. Barile made a motion for a withdrawal from the 2023-24 year-end balance, pending final audit, in the amount of \$231,092 to submit to the Town of New Milford to replace the 2% educational cost sharing set-aside to be held by the Board of Education. Seconded by Mr. McCauley. Motion passed unanimously.</i></p> <p><b>Fiscal year end for the remainder of the 2023-24 End of Year Balance:</b></p> <p><i>Mr. O'Brien made a motion to move the remaining 2023-24 end of year balance, pending final audit, to the capital reserve fund and to make that request to the Town Council and Board of Finance. Seconded by Mr. McCauley. Motion passed unanimously.</i></p> <p><b>C. Energy Systems Group Projects and Bank of America Payments 2023 &amp; 2024</b></p> <p>Mrs. Faulenbach stated the packet includes a memo regarding this. It could not be brought to the Board sooner because they were still working things out. Mrs. Faulenbach thanked everyone for giving their</p>	<p>Motion made to withdraw from the 2023-24 year-end balance, pending final audit, in the amount of \$231,092 to submit to the Town of New Milford to replace the 2% educational cost sharing set-aside to be held by the Board of Education. Motion passed unanimously.</p> <p>Motion made to move the remaining 2023-24 end of year balance, pending final audit, to the capital reserve fund and to make that request to the Town Council and Board of Finance. Motion passed unanimously.</p> <p><b>C. Energy Systems Group Projects and Bank of America Payments 2023 &amp; 2024</b></p>
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	<p>Friday afternoons over the last year and a half for meetings. This money will come from capital reserve.</p> <p>Mrs. Sarich asked how much is in the capital reserve. Mr. Giovannone answered that as of May 31st \$4,477,494. It is coming from capital reserve because energy savings coming through these initiatives fell to the bottom line and are now in the capital reserve account. Mrs. Faulenbach stated they've had a lot of conversations with the town to have a budget and recognize the savings.</p> <p>Mr. Giovannone pointed out on the last page of the memo is the signature of the Director of Public Works. With that, it now gives NV5 the ability to give quarterly updates on savings. Everything can be tracked much more closely with the sign off. There is an NV5 contact that will provide quarterly updates.</p> <p>Mrs. Sarich asked if the projects that did not happen at East Street and Pettibone have been deducted. Mr. Giovannone replied, yes, they were taken off the project. Mrs. Sarich asked if there is a way to get out of the project if it is not working. Mrs. Faulenbach stated that there is not because the work has already been done. One of the reasons is because they have \$15,000,000 worth of capital expenditures at 1%. The conundrum is to make sure they're on par with the budget and not coming back every year for money from capital reserve. It's been hard work to make sure there is a dashboard and are improving on how the savings are captured.</p> <p>Dr. Parlato stated there is a guarantee they will be reimbursed for savings that are not met. Mrs. Faulenbach stated we still need to deliver to the taxpayers and the public. There have been many improvements on how to capture the savings.</p> <p><i>Mr. Hansell made a motion for a capital reserve withdrawal in the amount of \$895,443 for the 2023 and 2024 Energy Systems Group/Bank of America</i></p>	<p>Motion made for a capital reserve withdrawal in the amount of \$895,443 for the 2023 and 2024 Energy Systems Group/Bank of</p>
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	<p><i>lease payments. Seconded by Mr. McCauley. Motion passed unanimously.</i></p> <p><b>D. Bylaws Recommended for Initial Review in June</b></p> <ol style="list-style-type: none"> <li>1. 9020 Construction and Posting of Agenda</li> <li>2. 9021 Time, Place and Notice of Meetings</li> <li>3. 9022 Public Meetings and Executive Session</li> <li>4. 9023 Meeting Conduct</li> <li>5. 9024 Quorum and Voting Procedures</li> <li>6. 9025 Minutes</li> <li>7. 9026 Transaction of Business</li> <li>8. 9027 Conflict of Interest</li> <li>9. 9028 Filling Vacancies on the Board</li> </ol> <p>Mrs. Faulenbach stated she urges everyone to review these, they are what governs how they conduct business. The Board membership will change over time and they need a road map for those in the role of Board member.</p> <p><b>E. Bylaws Recommended for Deletion Upon Approval of Bylaws in Item A.</b></p> <ol style="list-style-type: none"> <li>1. 9320 Meetings of the Board</li> <li>2. 9321 Time, Place and Notification of Meetings</li> <li>3. 9322 Public and Executive Session</li> <li>4. 9323 Construction of the Agenda</li> <li>5. 9324 Advance Delivery of Meeting Materials</li> <li>6. 9325 Meeting Conduct</li> <li>7. 9325.1 Quorum</li> <li>8. 9325.2 Order of Business</li> <li>9. 9325.21 Order of Business Consent Agenda</li> <li>10. 9325.4 Vote Recording</li> <li>11. 9330 Board/School District Recordings</li> <li>12. 9332 Electronic Communications</li> <li>13. 9350 Hearings</li> <li>14. 9360 Legislative Program</li> </ol>	<p>America lease payments. Motion passed unanimously.</p> <p><b>D. Bylaws Recommended for Initial Review in June</b></p> <ol style="list-style-type: none"> <li>1. 9020 Construction and Posting of Agenda</li> <li>2. 9021 Time, Place and Notice of Meetings</li> <li>3. 9022 Public Meetings and Executive Session</li> <li>4. 9023 Meeting Conduct</li> <li>5. 9024 Quorum and Voting Procedures</li> <li>6. 9025 Minutes</li> <li>7. 9026 Transaction of Business</li> <li>8. 9027 Conflict of Interest</li> <li>9. 9028 Filling Vacancies on the Board</li> </ol> <p><b>E. Bylaws Recommended for Deletion Upon Approval of Bylaws in Item A.</b></p> <ol style="list-style-type: none"> <li>1. 9320 Meetings of the Board</li> <li>2. 9321 Time, Place and Notification of Meetings</li> <li>3. 9322 Public and Executive Session</li> <li>4. 9323 Construction of the Agenda</li> <li>5. 9324 Advance Delivery of Meeting Materials</li> <li>6. 9325 Meeting Conduct</li> <li>7. 9325.1 Quorum</li> <li>8. 9325.2 Order of Business</li> <li>9. 9325.21 Order of Business Consent Agenda</li> </ol>
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	<p>15. 9400 Monitoring Products and Processes</p> <p>16. 9410 Public Announcement of Accomplishments</p> <p>Mrs. Faulenbach noted that these deletions take effect once the policies are approved in August and September.</p> <p><i>Mr. McCauley moved to delete the following policies, as stated in the agenda, upon approval of policies in 8 D. Seconded by Mr. Barile. Motion passed unanimously.</i></p>	<p>10 .9325.4 Vote Recording</p> <p>11. 9330 Board/School District Recordings</p> <p>12. 9332 Electronic Communications</p> <p>13. 9350 Hearings</p> <p>14. 9360 Legislative Program</p> <p>15. 9400 Monitoring Products and Processes</p> <p>16. 9410 Public Announcement of Accomplishments</p> <p>Motion made to delete the following policies, as stated in the agenda, upon approval of policies in 8 D. Motion passed unanimously.</p>
<p>9.</p>	<p><b>ITEMS OF INFORMATION</b></p> <p><b>A. Employment Report June 2024</b></p> <p>Mrs. Kavanaugh stated they have filled all certified positions besides one. Mrs. Sarich asked which position. Mrs. Kavanaugh stated it is a Special Education position. Mrs. Herring asked if anyone is working under DSAP. Mrs. Kavanaugh stated they have one. Mrs. Herring asked if there were any involuntary transfers. Mrs. Kavanaugh stated there was one. Mrs. Herring asked if they have teachers coming back who have previously left the district. Mrs. Kavanaugh stated they do. Mrs. Herring noted the district should keep in mind if teachers are leaving and coming back, when negotiating their salaries, they are coming back with a higher income than what they left at. It should be addressed when discussing teachers contracts. Dr. Parlato stated when they are hired back it is according to contract.</p> <p>Mrs. Kavanaugh explained that DSAP stands for Durational Shortage Area Permit and means it is someone close to getting a certification. They can be hired but there is a time limit for them to get their certification.</p>	<p><b>ITEMS OF INFORMATION</b></p> <p><b>A. Employment Report June 2024</b></p>



	<p>Mr. O'Brien asked if the two band director positions had been filled. Mrs. Kavanaugh stated they have been. Once the contracts have been signed they will be added to the employment report.</p> <p>Mrs. Faulenbach stated one of the advantages to passing the budget on the first try is it gives an opportunity to access a hiring pool, which may not be the same come August. If the candidate knows the budget is approved they know they have a job. Mrs. Kavanaugh agreed that it is vital to post positions early.</p> <p>Mrs. Herring asked if anything had opened up for the teachers that were let go. Mrs. Kavanaugh stated nothing yet based on certification and seniority.</p> <p><b>B. Enrollment Report - June 3, 2024</b> Dr. Parlato stated the projected number of students (58) and actual (73) are not very far apart.</p> <p><b>C. Items of Information</b></p> <ol style="list-style-type: none"> <li>1. 5117 R Administrative Regulations Regarding School Attendance Areas</li> <li>2. 9115 R Administrative Regulations Regarding Annual Organizational Meeting of the Board</li> <li>3. 9125 R Administrative Regulations Regarding Selection and Appointment of Board Counsel</li> </ol> <p>Mr. Hansell asked if the criteria for racial and ethnic balance is required by law. Mrs. Faulenbach stated that component is mandated by law. Mr. Hansell asked if it has to be in there. Mrs. Faulenbach stated yes.</p> <p>Mr. Barile stated he has the same concerns as Mr. Hansell. He suggested digging deeper as to how it is identified and the root meaning behind it. If these are statutes, why vote on them. Mr. Barile suggested figuring out what the desired outcome is, how the racial imbalance is tracked and how it is remedied. It deserves a further discussion on how the Board feels about handling/identifying racial imbalances.</p>	<p><b>B. Enrollment Report - June 3, 2024</b></p> <p><b>C. Items of Information</b></p> <ol style="list-style-type: none"> <li>1. 5117 R Administrative Regulations Regarding School Attendance Areas</li> <li>2. 9115 R Administrative Regulations Regarding Annual Organizational Meeting of the Board</li> <li>3. 9125 R Administrative Regulations Regarding Selection and Appointment of Board Counsel</li> </ol>
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	<p>Mrs. Faulenbach stated the board does not approve regulations. It is the law, the other question posed, is what happens if the Board does not agree with the law. Mrs. Faulenbach suggested bringing it back to Policy to discuss the concerns. Mr. Hansell added that there is a busing component. The regulation does not say who is responsible for transportation, and it should be determined if it is an unfunded mandate.</p> <p>Mr. Barile stated, as a regulation, it falls to the Superintendent and the Assistant Superintendent how we look at the racial inequalities. If someone applies to come into the district, how is it decided. Mrs. Faulenbach stated the Board can ask legal counsel, but this is why we have a law. Mr. Barile replied, stating not all laws are correct.</p> <p><b>D. NMHS Update</b></p> <ol style="list-style-type: none"> <li>1. <b>Roof</b></li> <li>2. <b>NMHS Woodshop HVAC</b></li> <li>3. <b>Gym Floor</b></li> </ol> <p><b>Roof:</b></p> <p>Mrs. Faulenbach stated that just the day prior, the Board was notified of the plan to replace and remedy the high school roof in the areas where it is believed it is not the caliber it should be, and taxpayers paid for. The Mayor contacted the Board for a Monday meeting to advise and gain input. The project will begin just after the 4th of July and will go through the summer when the students and staff are not there in the capacity they normally are. It will be warrantied, bonded, and safe.</p> <p>Mayor Bass stated that he spoke with the insurance carrier for the old roofer that was fired. After auditing, it was noted the old roofer did not contractually fill their obligation of using two pins and two screws. This project will include a clerk that will catalog, document, and take pictures of every step. The project will take 100 days to complete. At that point, Garland will guarantee the roof, which will allow for reimbursement from the State Department of Education.</p>	<p><b>D. NMHS Update</b></p> <ol style="list-style-type: none"> <li>1. <b>Roof</b></li> <li>2. <b>NMHS Woodshop HVAC</b></li> <li>3. <b>Gym Floor</b></li> </ol>
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Meeting Minutes

June 18, 2024

Sarah Noble Intermediate School Library Media Center

	<p>Mr. O'Brien asked if there is a contractor assigned to the project. Mayor Bass stated there is; the bonding company lined one up. The bonding company is Crum and Forster.</p> <p>Mr. McCauley asked if there will be any legal action against United Roofing. Mayor Bass stated he believes legal action has already been taken.</p> <p>Mr. O'Brien asked if there is a start date. Mrs. Faulenbach replied, the tentative start date is July 8th. She wants to make sure people are put in place, with the least amount of students and staff in the building. Mrs. McInerney noted it will not be completed by the start of school. Mrs. Faulenbach stated that it will not be, but they are being strategic in where they are starting and ensuring communication on the progress.</p> <p>Mrs. McInerney asked that once the new school year begins, if the Board can be made aware what sections of the roof will be worked on, to ensure safety.</p> <p>Mayor Bass stated they have had discussions, identifying areas of most importance.</p> <p>Mr. Barile stated it is good they are addressing the process correctly.</p> <p>Mr. O'Brien asked if they are reusing any materials. Mayor Bass stated that is the goal, and there are extra materials stored on site that can also be utilized.</p> <p>Mrs. Faulenbach stated that, on the call, the proper concerns were put out front and this is a great opportunity timewise to try and facilitate what needs to be addressed on the project.</p> <p>Mr. O'Brien agreed that they all want this project done.</p>	
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Meeting Minutes

June 18, 2024

Sarah Noble Intermediate School Library Media Center

	<p>Dr. Parlato stated that she liked the fact they are going to catalog each and every clip, so every single panel, screw, and clip will be numbered and cataloged. Mr. Barile added he is interested to see how many have just one.</p> <p>Mr. O'Brien noted the Fuss &amp; O'Neill report questioned the integrity of the fasteners and this will answer that question.</p> <p><b>NMHS Woodshop HVAC</b> Mr. O'Brien stated he is confident the woodshop will be operational by the fall. All the materials are in place. The concrete pad where the dust collector will go has been poured. Mr. O'Brien stated he was proud it was kept going.</p> <p><b>Gym Floor</b> Mr. O'Brien stated the renderings look great. It will be completed in time for activities starting in August.</p> <p><b>E. Sarah Noble Oil Tank</b> Mr. O'Brien stated it has been determined that it can be removed and that it is scheduled for June 28th.</p> <p><b>F. Central Office Update:</b> No updates were presented.</p> <p><b>G. HVAC Reports and Grants</b> Mr. O'Brien stated they had hired a consulting engineer to come up with a review and a plan, so the district is ready to qualify for the next round of HVAC grants.</p> <p><b>H. June Fundraising Report</b> No discussion.</p> <p><b>I. Gifts and Donations</b> Dr. Parlato stated she has purchased the song that will be performed at convocation.</p>	<p><b>E. Sarah Noble Oil Tank</b></p> <p><b>F. Central Office Update</b></p> <p><b>G. HVAC Reports and Grants</b></p> <p><b>H. June Fundraising Report</b></p> <p><b>I. Gifts and Donations</b></p>
<p>10.</p>	<p><b>Discussion and possible action regarding proposed contract of employment with</b></p>	<p><b>10. Discussion and possible action regarding proposed</b></p>

	<p><b>Superintendent of Schools. Executive session anticipated.</b></p> <p><i>Mrs. Sarich moved that the Board enter into executive session for the purpose of discussing a proposed contract of employment with the Superintendent of Schools. Seconded by Mr. Hansell. Motion passed unanimously.</i></p> <p><i>The Board entered Executive Session at 8:40 pm.</i></p> <p><i>The Board returned from Executive Session at 8:52 pm.</i></p> <p><i>Mrs. McInerney moved that the Board authorize the Board Chairperson to execute on behalf of the Board the proposed contract of employment with the Superintendent as discussed in executive session and subject to any necessary legal review. Seconded by Mr. McCauley. Motion passed unanimously.</i></p>	<p><b>contract of employment with Superintendent of Schools. Executive session anticipated.</b></p> <p>Motion made that the Board enter into executive session for the purpose of discussing a proposed contract of employment with the Superintendent of Schools. Motion passed unanimously.</p> <p>Motion made that the Board authorize the Board Chairperson to execute on behalf of the Board the proposed contract of employment with the Superintendent as discussed in executive session and subject to any necessary legal review. Motion passed unanimously.</p>
<p><b>11.</b></p>	<p><b>Discussion and Possible Action upon the employment and salaries of Non-Bargaining Unit Employees. Executive Session anticipated.</b></p> <p><i>Mr. Hansell moved that the Board enter into executive session for the purpose of discussing the employment and salaries of Non-Bargaining Unit Employees. And further moved that the Board invite Superintendent of Schools, Dr. Janet Parlato, Director of Fiscal Services, Anthony Giovannone, and Teresa Kavanagh, Director of Human Services. Seconded by Mr. McCauley. Vote passed unanimously.</i></p> <p><i>The Board entered Executive Session at 8:55 pm.</i></p>	<p><b>Discussion and Possible Action upon the employment and salaries of Non-Bargaining Unit Employees. Executive Session anticipated.</b></p> <p>Motion made that the Board enter into executive session for the purpose of discussing the employment and salaries of Non-Bargaining Unit Employees. And further moved that the Board invite Superintendent of Schools, Dr. Janet Parlato, Director of Fiscal Services, Anthony Giovannone, and Teresa Kavanagh, Director of Human Services. Motion passed unanimously.</p>

		<i>The Board returned from Executive Session at 9:08 pm.</i>	
12.		<b>ADJOURN</b> <i>Mr. O'Brien moved to adjourn the meeting at 9:09 p.m. Seconded by Mr. Barile. Vote passed unanimously.</i>	<b>ADJOURN</b> Motion made to adjourn the meeting at 9:09 p.m. Motion passed unanimously.

Respectfully submitted:



Tammy McInerney  
Secretary  
New Milford Board of Education





RANGE	MAJOR OBJECT CODE DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
100'S	SALARIES - CERTIFIED	31,945,654	0	31,945,654	31,494,166	0	451,488	98.59%
100'S	SALARIES - NON CERTIFIED	10,270,703	-123,202	10,147,502	9,743,653	0	403,849	96.02%
200'S	BENEFITS	11,919,826	0	11,919,826	11,284,767	567,333	67,726	99.43%
300'S	PROFESSIONAL SERVICES	4,190,999	100,766	4,291,765	3,998,327	100,208	193,231	95.50%
400'S	PROPERTY SERVICES	966,567	-42,426	924,141	848,946	15,306	59,889	93.52%
500'S	OTHER SERVICES	10,646,901	25,435	10,672,336	9,291,985	390,057	990,295	90.72%
600'S	SUPPLIES	2,785,432	-3,000	2,782,432	2,285,503	410,099	86,830	96.88%
700'S	CAPITAL	117,648	42,426	160,074	134,967	0	25,107	84.32%
800'S	DUES AND FEES	95,448	0	95,448	95,298	0	150	99.84%
900'S	REVENUE	-2,213,525	0	-2,213,525	-1,735,258	0	-478,267	78.39%
<b>GRAND TOTAL</b>		<b>70,725,653</b>	<b>0</b>	<b>70,725,653</b>	<b>67,442,353</b>	<b>1,483,002</b>	<b>1,800,298</b>	<b>97.45%</b>

**SALARIES - NON CERTIFIED BREAKOUT**

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51180	SALARIES - NON CERT - STIPENDS	536,509	0	536,509	531,557	0	4,952	99.08%
51201	SALARIES - NON CERT - PARA EDUCATORS	2,252,122	0	2,252,122	2,237,037	0	15,086	99.33%
51202	SALARIES - NON CERT - SUBSTITUTES	984,000	0	984,000	982,158	0	1,842	99.81%
51210	SALARIES - NON CERT - SECRETARY	2,214,497	0	2,214,497	2,108,209	0	106,288	95.20%
51225	SALARIES - NON CERT - TUTORS	260,695	-22,435	238,260	189,382	0	48,878	79.49%
51240	SALARIES - NON CERT - CUSTODIAL	2,002,422	0	2,002,422	1,951,096	0	51,327	97.44%
51250	SALARIES - NON CERT - MAINTENANCE	1,001,597	0	1,001,597	879,109	0	122,488	87.77%
51285	SALARIES - NON CERT - TECHNOLOGY	524,386	0	524,386	477,605	0	46,781	91.08%
51336	SALARIES - NON CERT - NURSES	494,475	-100,766	393,709	387,501	0	6,208	98.42%
<b>TOTAL</b>		<b>10,270,703</b>	<b>-123,202</b>	<b>10,147,502</b>	<b>9,743,653</b>	<b>0</b>	<b>403,849</b>	<b>96.02%</b>

**BENEFIT BREAKOUT**

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
52200	BENEFITS - FICA	635,016	0	635,016	589,404	0	45,612	92.82%
52201	BENEFITS - MEDICARE	547,443	0	547,443	546,875	0	568	99.90%
52300	BENEFITS - PENSION	1,025,142	0	1,025,142	1,025,142	0	0	100.00%
52600	BENEFITS - UNEMPLOYMENT COMP	34,650	0	34,650	34,189	0	461	98.67%
52810	BENEFITS - HEALTH INSURANCE	9,044,200	0	9,044,200	8,481,907	562,293	0	100.00%
52820	BENEFITS - DISABILITY INSURANCE	105,000	0	105,000	99,703	0	5,297	94.96%
52830	BENEFITS - LIFE INSURANCE	128,000	0	128,000	122,960	5,040	0	100.00%
52900	BENEFITS - OTHER EMPLOYEE BENEFITS	400,375	0	400,375	384,586	0	15,789	96.06%
<b>TOTAL</b>		<b>11,919,826</b>	<b>0</b>	<b>11,919,826</b>	<b>11,284,767</b>	<b>567,333</b>	<b>67,726</b>	<b>99.43%</b>



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
51110	CERTIFIED SALARIES	31,945,654	0	31,945,654	31,494,166	0	451,488	98.59%
51200	NON-CERTIFIED SALARIES	10,270,703	-123,202	10,147,502	9,743,653	0	403,849	96.02%
52000	BENEFITS	11,919,826	0	11,919,826	11,284,767	567,333	67,726	99.43%
53010	LEGAL SERVICES	265,000	0	265,000	165,789	99,211	0	100.00%
53050	CURRICULUM DEVELOPMENT	75,000	0	75,000	75,000	0	0	100.00%
53200	PROFESSIONAL SERVICES	2,458,546	100,766	2,559,312	2,442,087	0	117,225	95.42%
53201	MEDICAL SERVICES - SPORTS	2,700	0	2,700	2,595	0	105	96.11%
53210	TIME & ATTENDANCE SOFTWARE	11,500	0	11,500	6,935	0	4,565	60.31%
53220	IN SERVICE	113,450	0	113,450	108,976	0	4,474	96.06%
53230	PUPIL SERVICES	610,783	0	610,783	545,369	997	64,417	89.45%
53300	OTHER PROF/ TECH SERVICES	37,910	0	37,910	37,910	0	0	100.00%
53310	AUDIT/ACCOUNTING	43,313	0	43,313	43,313	0	0	100.00%
53500	TECHNICAL SERVICES	223,047	0	223,047	223,047	0	0	100.00%
53530	SECURITY SERVICES	231,700	0	231,700	231,025	0	675	99.71%
53540	SPORTS OFFICIALS SERVICES	118,050	0	118,050	116,281	0	1,769	98.50%
54101	CONTRACTUAL TRASH PICK UP	81,720	0	81,720	80,678	0	1,042	98.72%
54301	REPAIRS & MAINTENANCE	483,287	0	483,287	461,643	0	21,644	95.52%
54302	FIRE / SECURITY MAINTENANCE	1,700	0	1,700	0	0	1,700	0.00%
54303	GROUND MAINTENANCE	12,200	0	12,200	8,434	0	3,766	69.13%
54310	GENERAL REPAIRS	39,070	0	39,070	38,990	0	80	99.80%
54320	TECHNOLOGY RELATED REPAIRS	43,163	0	43,163	30,924	0	12,239	71.64%
54411	WATER	68,195	0	68,195	52,889	15,306	0	100.00%
54412	SEWER	14,300	0	14,300	14,300	0	0	100.00%
54420	LEASE/RENTAL EQUIP/VEH	222,932	-42,426	180,506	161,088	0	19,418	89.24%
55100	PUPIL TRANSPORTATION - OTHER	220,595	0	220,595	215,445	0	5,150	97.67%
55101	PUPIL TRANS - FIELD TRIP	23,000	0	23,000	22,984	0	16	99.93%
55110	STUDENT TRANSPORTATION	5,931,003	0	5,931,003	4,964,433	390,057	576,513	90.28%
55200	GENERAL INSURANCE	315,645	22,435	338,080	338,080	0	0	100.00%
55300	COMMUNICATIONS	26,396	0	26,396	26,396	0	0	100.00%
55301	POSTAGE	32,700	0	32,700	16,299	0	16,401	49.84%
55302	TELEPHONE	44,342	0	44,342	44,342	0	0	100.00%



EXPENDITURES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
55400	ADVERTISING	8,000	3,000	11,000	9,372	0	1,628	85.20%
55505	PRINTING	28,810	0	28,810	17,135	0	11,675	59.48%
55600	TUITION - TRAINING	30,000	0	30,000	3,438	0	26,563	11.46%
55610	TUITION - PUBLIC PLACEMENTS	1,265,684	0	1,265,684	1,089,287	0	176,397	86.06%
55630	TUITION - PRIVATE PLACEMENTS	2,676,461	0	2,676,461	2,525,175	0	151,286	94.35%
55800	TRAVEL	44,265	0	44,265	19,598	0	24,667	44.28%
56100	GENERAL INSTRUCTIONAL SUPPLIES	175,426	-242	175,184	145,101	0	30,083	82.83%
56110	INSTRUCTIONAL SUPPLIES	423,105	2,148	425,253	418,367	0	6,887	98.38%
56120	ADMIN SUPPLIES	32,418	963	33,381	33,381	0	0	100.00%
56210	NATURAL GAS	241,956	0	241,956	174,456	67,500	0	100.00%
56220	ELECTRICITY	1,028,987	0	1,028,987	693,987	335,000	0	100.00%
56230	PROPANE	4,251	0	4,251	0	0	4,251	0.00%
56240	OIL	226,856	0	226,856	226,856	0	0	100.00%
56260	GASOLINE	40,294	-4,200	36,094	26,946	0	9,148	74.66%
56290	FACILITIES SUPPLIES	332,728	0	332,728	311,777	7,599	13,352	95.99%
56291	MAINTENANCE COMPONENTS	16,475	0	16,475	13,295	0	3,180	80.70%
56292	UNIFORMS/ CONTRACTUAL	13,222	0	13,222	12,395	0	827	93.74%
56293	GROUNDKEEPING SUPPLIES	25,445	0	25,445	22,212	0	3,233	87.29%
56410	TEXTBOOKS	25,979	0	25,979	23,574	0	2,405	90.74%
56411	CONSUMABLE TEXTS	82,838	0	82,838	76,587	0	6,251	92.45%
56420	LIBRARY BOOKS	67,171	0	67,171	64,702	0	2,469	96.32%
56430	PERIODICALS	13,981	-1,669	12,312	11,137	0	1,174	90.46%
56460	WORKBOOKS	1,000	0	1,000	834	0	166	83.42%
56500	SUPPLIES - TECH RELATED	33,300	0	33,300	29,899	0	3,402	89.79%
57340	COMPUTERS	48,624	42,426	91,050	91,050	0	0	100.00%
57345	INSTRUCTIONAL EQUIPMENT	61,524	0	61,524	36,962	0	24,562	60.08%
57400	GENERAL EQUIPMENT	3,000	0	3,000	2,456	0	544	81.86%
57500	FURNITURE & FIXTURES	4,500	0	4,500	4,500	0	0	100.00%
58100	DUES & FEES	95,448	0	95,448	95,298	0	150	99.84%
<b>EXPENDITURE TOTAL</b>		<b>72,939,178</b>	<b>0</b>	<b>72,939,178</b>	<b>69,177,612</b>	<b>1,483,002</b>	<b>2,278,565</b>	<b>96.88%</b>



REVENUES

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	TRANSFERS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	BALANCE	% USED
43103	EXCESS COSTS	-1,752,489	0	-1,752,489	-1,440,008	0	-312,481	82.17%
43105	MEDICAID REIMBURSEMENT	-68,425	0	-68,425	-99,233	0	30,808	145.03%
44705	BUILDING USE FEES (BASE RENTAL)	-55,000	0	-55,000	-25,931	0	-29,069	47.15%
49102	BUILDING USE FEES (CUSTODIAL)	-27,951	0	-27,951	-30,666	0	2,715	109.71%
44800	REGULAR ED TUITION	-143,800	0	-143,800	-74,760	0	-69,040	51.99%
44822	SPECIAL ED TUITION	-34,660	0	-34,660	-34,660	0	0	100.00%
49103	DCF TUITION	-85,000	0	-85,000	0	0	-85,000	0.00%
44860	ADMISSIONS/ATHLETIC GATE RECEIPTS	-18,400	0	-18,400	-10,000	0	-8,400	54.35%
44861	PARKING PERMIT FEES	-27,800	0	-27,800	-20,000	0	-7,800	71.94%
<b>REVENUE TOTAL</b>		<b>-2,213,525</b>	<b>0</b>	<b>-2,213,525</b>	<b>-1,735,258</b>	<b>0</b>	<b>-478,267</b>	<b>78.39%</b>

<b>GRAND TOTAL</b>	<b>70,725,653</b>	<b>0</b>	<b>70,725,653</b>	<b>67,442,353</b>	<b>1,483,002</b>	<b>1,800,298</b>	<b>97.45%</b>
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<b>BOE Capital Reserve Acct #43020000-10101</b>	
MUNIS Balance as of 7/1/22	3,039,825
Contribution Towards NMHS Roof Replacement	-450,000
Approved by BoF - 5 year Capital Withdraw 22/23	-980,030
Close and return of Security Grant Set-Asside	201,875
Wastewater Management Plan - SMS	-20,000
NMHS Woodshop	-233,980
Central Office to SNIS Move	-150,000
Fiscal Year End 21/22 Deposit	2,816,025
New Security Grant Set-Asside	-139,800
1/2 of NMHS Fire Insurance Claim Shortfall	-28,538
Approved by BoF - 5 year Capital Withdraw 23/24	-984,078
Observatory Contribution	-12,500
Additional HVAC FUNDS	-150,000
Fiscal Year End 22/23 Deposit	1,568,696
Energy Systems Group 2023 & 2024 Payments	-895,443
<b>*TOTAL AS OF 6/30/24</b>	<b>3,582,051</b>

<b>Turf Field Replacement Acct Contributions #43020000-10130</b>	
FROM BOE 17/18 FYE BALANCE	50,000
FROM BOE 18/19 FYE BALANCE	50,000
FROM BOE TEAM FEE'S & BANNER SALES - 16/17, 17/18, 18/19	10,225
FROM TOWN DATED 6/4/20	50,000
FROM TOWN DATED 6/16/21	50,000
FROM BOE TEAM FEE'S & BANNER SALES - 19/20	3,765
FROM BOE TEAM FEE'S & BANNER SALES - 20/21	1,890
FROM BOE 20/21 FYE BALANCE	100,000
FROM TOWN DATED 6/9/22	50,000
CONTRIBUTION - FROM BOE 21/22 FYE BALANCE	50,000
FROM BOE TEAM FEE'S & BANNER SALES - 21/22 & 22/23	12,960
CONTRIBUTION - FROM BOE 22/23 FYE BALANCE	100,000
CONTRIBUTION - FROM TOWN 22/23 FYE BALANCE	100,000
FROM TOWN DATED 4/18/24	50,000
<b>TOTAL AS OF 6/30/24</b>	<b>678,840</b>



WHEREAS, the equipment, supplies and/or services for which the following Purchase Orders have been issued and deemed necessary by the Superintendent of Schools, and the cost, thereof, are within the budget appropriations approved by the voters of the Town, NOW, BE IT RESOLVED, that the said purchase orders and all disbursements in connection, thereof, are hereby approved.

Funding	Location	Vendor Name	Description	Amount	Object
GENERAL	NMHS	CANTERBURY SCHOOL	ICE RINK RENTAL FEE - FALL 2023 & SPRING 2024	\$ 16,200.00	54420
5 YEAR CAPITAL	DISTRICT	OMNI DATA LLC	ERATES SWITCHES AND APS WITH HARDWARE	\$ 15,961.67	57340
<b>GRANT</b>	<b>DOI</b>	<b>CANTERBURY SCHOOL</b>	<b>TITLE II AND TITLE IV REIMBURSEMENT</b>	<b>\$ 15,147.69</b>	<b>53300</b>
GENERAL	NMHS	CANTERBURY SCHOOL	POOL RENTAL FEE - FALL 2023 & SPRING 2024	\$ 14,600.00	54420
GENERAL	SMS	4IMPRINT	BRANDED ITEMS - GLASSES/SPORTPACKS/PENS/WATER BOTTLES	\$ 10,979.37	54310
5 YEAR CAPITAL	NMHS	VARSITY BRANDS/BSN SPORTS	WEIGHT ROOM SUPPLIES - SLED/BARS/BUMBERS/BELTS	\$ 7,492.07	57345
GENERAL	SPED	LEARNING ALLY, INC.	LEARNING ALLY LICENSE RENEWAL FOR ALL SCHOOLS	\$ 7,173.24	54320
<b>GRANT</b>	<b>DOI</b>	<b>KEE ENTERPRISES</b>	<b>TRANSPORTATION FOR HOMELESS STUDENTS - JUNE 2023</b>	<b>\$ 7,032.40</b>	<b>55500</b>
<b>GRANT</b>	<b>DOI</b>	<b>NEW MILFORD PRINTING</b>	<b>ADMIN GUIDEBOOKS &amp; STUDENT GUIDES</b>	<b>\$ 5,932.70</b>	<b>51115</b>
GENERAL	DISTRICT	TREASURER, STATE OF CT	INTERNET ACCESS - APR/MAY/JUNE OF 2024	\$ 5,806.80	53500
GENERAL	DOI	PATRICIA COLELLO	COACHING CONSULTANT MEETINGS & MILEAGE - MAY/JUNE OF 2024	\$ 5,334.50	53200/53220
GENERAL	SPED	JOSEPH F KULAS	NEURODEVELOPMENTAL EVALUATION - ONE STUDENT	\$ 5,000.00	53230

**ITEMS LISTED IN BOLD AND ITALIC FONT ABOVE WERE FUNDED VIA GRANT(S)**



BUDGET TRANSFER REQUESTS

AGENDA ITEM 8A-3  
JULY 2024 MEETING

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

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





**TO: Dr. Janet Parlato, Superintendent**  
**FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations & Teresa Kavanagh, Director of Human Resources**  
**Date: July 5, 2024**  
**RE: Bid Award - RFP E-2324-009 – Substitute Management Services**

The bid packet for Substitute Management Services was posted on our website and also ran as a legal notice in the newspaper with a bid close of July 3, 2024. On that date two (2) vendors submitted proposals for this project:

- ESS - 30.9% markup on the pay rate for all bargaining units.
- EduStaff - 29.0% markup on the pay rate for Teacher, Para Educator and Secretary subs with options for Food Service (31.0%), Nurses (32.0%) and Custodial (35.0%) subs.

The lowest pricing was not the sole factor when determining the recommendation for award. Proposals were evaluated using the following criteria that was known to all vendors at the time of the posting:

CRITERIA	Weighting Factor
<b>1 – Company Details and References:</b> Considers the Proposer’s financial viability, stability, performance, and experience. The Proposer provided a reference list of five (5) substitute staffing contracts with [State] school districts currently providing substitute teacher and paraprofessional staffing services.	15%
<b>2 – Management Support:</b> Considers Proposer’s ability to provide services, operational efficiency, and program management capabilities. Is the Proposer providing local and regional support and at what level of service?	25%
<b>3 – Project Management:</b> Considers the Proposer’s program overview, resources, systems, procedures, processes, reporting, and technology in managing the program.	15%
<b>4 – Employee Management:</b> Considers the Proposer’s procedures and processes in managing substitute and paraprofessional employees including recruiting, hiring practices, compliance, retention, human resources, and training. Are onsite training programs offered?	15%
<b>4 – Start Up/Transition Plan:</b> Is the plan customized and detailed from pre-planning, through the start of the contract, and continued through engagement? Did the Proposer detail the additional management and resources they will be providing as well as the startup tasks?	10%
<b>5 – Financial Proposal:</b> What is the cost of the program proposed and its impact upon the district’s operating budget? How do they compare among Proposers?	20%

ESS scored highest and is our current vendor in good standing with the district. Taking into consideration all factors we are recommending to the Board that they award this bid to ESS top provide New Milford Public Schools with substitute placement and management services to fill temporary teacher and support staff vacancies to start on August 1, 2024 for a period of three (3) years.

Myself and Mrs. Kavanagh will be able to respond to any questions regarding our joint recommendation at the full board meeting on July 16, 2024.

The resulting charges that the district will see over the next 3 years, if this is awarded to ESS, are shown on the 2nd page of this memo.



TYPE OF EMPLOYEE	PAY RATE	BILL RATE	PAY RATE	BILL RATE	PAY RATE	BILL RATE
	24/25	24/25	25/26	25/26	26/27	26/27
o Full Day Teachers	\$127.00	\$166.24	\$134.00	\$175.41	\$141.00	\$184.57
o Half Day Teachers	\$63.50	\$83.12	\$67.00	\$87.70	\$70.50	\$92.28
o Full Day Building Based Teachers	\$127.00	\$166.24	\$134.00	\$175.41	\$141.00	\$184.57
o Half Day Building Based Teachers	\$63.50	\$83.12	\$67.00	\$87.70	\$70.50	\$92.28
o Full Day ParaEducators	\$122.00	\$159.70	\$129.00	\$168.86	\$135.00	\$176.72
o Half Day ParaEducators	\$61.00	\$79.85	\$64.50	\$84.43	\$67.50	\$88.36
o Full Day Nurses	\$26.00*	\$34.03	\$27.00	\$35.34	\$28.00	\$36.65
o Half Day Nurses	\$26.00	\$34.03	\$27.00	\$35.34	\$28.00	\$36.65
o Food Service Workers	\$16.69	\$21.85	\$17.69	\$23.16	\$18.69	\$24.47
o Custodians	\$16.69	\$21.85	\$17.69	\$23.16	\$18.69	\$24.47
o Secretaries	\$16.69	\$21.85	\$17.69	\$23.16	\$18.69	\$24.47

**\* Please Note: The Nurse, Food Service Worker, Custodian, and Secretary rates shown on this table are all per hour, as opposed to the Teacher, Building-Based Teachers, and ParaEducator rates, which are all full- or half-day.**

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



## NEW MILFORD PUBLIC SCHOOLS

### **EMPLOYMENT REPORT**

Regular Meeting of the Board of Education  
New Milford, Connecticut  
July 16, 2024

### **Certified Staff – Appointments**

1. **Noah Hurlburt**, 1.0 Science Teacher at New Milford Public Schools. Salary \$96,723, with over 20+ years of teaching experience. Effective date August 21, 2024. Replacing S.Zeitler who resigned (Salary \$56,823).
2. **Molly Malumphy**, Math Teacher at New Milford High School (1 Yr position). Salary \$54,283 and is a 1 year teaching position replacing L.Nadriczny who is out on Leave. Effective date August 21st, 2024.
3. **Kelly Rabito**, PE/Health Teacher at Schaghticoke Middle School. Salary \$82,485. Replacing E.Fino who resigned and taking another position in another district.
4. **Daniele Shook**, 1.0 Math Teacher at Schaghticoke Middle School. Salary \$101,376, with over 15 years teaching experience. Replacing S.Mason who transferred to Music - Replacing D. Gregory and Cortni Muir who resigned.
5. **Teresa White**, 1.0 Music Teacher at Sarah Noble Intermediate School. Salary \$96,723, with over 15 years teaching experience. Effective date August 21st, 2024. Replacing M.Fitzgerald (Salary \$95,765).

### **Non-Certified Staff – Appointments**

1. **BetsyAnn Bickelhaupt**, (.4 FTE) Part time Special Education Secretary at the Central Office. Salary \$15.69/hour. Effective June 24th, 2024. Replacing V. Gorman who retired.
2. **Rebecca Metcalf**, 1.0 Secretary to Assistant Principal at Schaghticoke Middle School. Salary \$26.28/hour. Effective July 9th, 2024. Replacing K. Hannigan.

### **Certified Staff – LOA**

1. **Laura Nadriczny** (1.0) Math Teacher at New Milford High School will take a 1 Year leave of absence as allowed by contract for the 2024-2025 school year.

### **Certified Staff – Resignations**

1. **Daniella Brooks**, 1.0 PE Teacher at Sarah Noble Intermediate School. Effective 6/24/2024 (Salary \$70,949). Took a position in another CT district.
2. **Corey Stevens**, (1.0) Math Teacher at New Milford High School. Effective 6/30/2024. Salary \$65,215. Took a position in another CT school district.
3. **Marnie Taylor**, (1.0) Science Teacher at New Milford High School. Effective 7/11/2024. Salary \$62,986. Took a position in another CT school district.
4. **Sarah Zeitler**, (1.0) Science Teacher at New Milford High School. Effective 6/30/2024. Salary \$56,8213. For personal reasons.

### **Non-Certified Staff – Retirements/ Resignations**

1. **Denise Vitti**, Athletic Training at New Milford High School. Effective July 11, 2024. Took a position with another CT employer.

**Coaching Staff – Appointments**

1. **Brice Assie** – Head Varsity Boys Basketball Coach. Replacing A. Tolomeo.

**Coaching Staff – Resignations/ Retirements**

1. **Kathryn Tong**, Softball Coach. Effective 6/18/2024



# New Milford Enrollment Matrix By School

Date: July 1, 2024

NES	Actual 6/1/23	Proj 23-24	Actual 07/01/24	Proj Variance
PK	56	53	52	-1
K	139	140	133	-7
1	134	135	135	0
2	128	134	134	0
<b>Totals</b>	<b>457</b>	<b>462</b>	<b>454</b>	<b>-8</b>

HPS	Actual 6/1/23	Proj 23-24	Actual 07/01/24	Proj Variance
PK	48	55	38	-17
K	117	117	120	3
1	120	112	118	6
2	105	120	116	-4
<b>Totals</b>	<b>390</b>	<b>404</b>	<b>392</b>	<b>-12</b>

Actual 6/1/23	Tot Proj 23-24	Actual 07/01/24	Proj Variance
104	108	90	-18
256	257	253	-4
254	247	253	6
233	254	250	-4
<b>847</b>	<b>866</b>	<b>846</b>	<b>-20</b>

SNIS	Actual 6/1/23	Proj 23-24	Actual 07/01/24	Proj Variance
3	252	254	233	-21
4	262	257	258	1
5	250	260	261	1
<b>Totals</b>	<b>764</b>	<b>771</b>	<b>752</b>	<b>-19</b>

SMS	Actual 6/1/23	Proj 23-24	Actual 07/01/24	Proj Variance
6	281	250	240	-10
7	255	278	276	-2
8	286	252	240	-12
<b>Totals</b>	<b>822</b>	<b>780</b>	<b>756</b>	<b>-24</b>

NMHS	Actual 6/1/23	Proj 23-24	Actual 07/01/24	Proj Variance
9	293	296	308	12
10	334	299	297	-2
11	302	339	311	-28
12	308	304	290	-14
<b>Totals</b>	<b>1237</b>	<b>1238</b>	<b>1206</b>	<b>-32</b>

	Actual 6/1/23	Actual 07/05/23	Proj 23-24	Actual 07/01/24	Proj Variance	Actual Variance
PK-2	847	832	846	846	0	-1
SNIS	764	759	771	752	-19	-12
SMS	822	813	780	756	-24	-66
NMHS	1237	1317	1238	1206	-32	-31
<b>Totals</b>	<b>3670</b>	<b>3721</b>	<b>3635</b>	<b>3560</b>	<b>-75</b>	<b>-110</b>

LHTC total = 19



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

Item of Information

9-H

July 2024

**TO: Dr. Janet Parlato, Superintendent**  
**FROM: Anthony J. Giovannone, Director of Fiscal Services and Operations & Sandra Sullivan, Food and Nutrition Services Director**  
**Date: July 5, 2024**  
**RE: Food Service Community Eligibility Provision (CEP) and meals in 24/25**

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New Milford Public Schools (NMPS) was approved for and did use excess local food service funds to eliminate paid meals from December 1, 2023 through the end of the 23/24 school year by the State. This was very successful.

During this same time period the Community Eligibility Provision (CEP) was researched as a possible way to extend zero cost options to students for 24/25.

The following notes below have been provided by Mrs. Sandra Sullivan and outline where we are at in the process of being able to participate in the CEP for 24/25.

- NMPS qualifies for Community Eligibility Provision (CEP). Schools are eligible to participate in CEP if the Identified Student Percentage (ISP) for the entire district, groups of schools, or an individual school meets or exceeds 25 percent. The ISP is the proportion of identified students (out of all enrolled students) who are directly certified for free school meals.
- Through CEP breakfast and lunch meals would be provided at no cost to all students in the district.
- Under CEP, applications for free and reduced students are eliminated as all students would receive meals at no cost.
- Federal reimbursement rates for meals would not be affected, however the total federal reimbursement amount would be as it will be based on the ISP.
- The application to participate in CEP has been submitted to CSDE.
- Upon approval of the CEP application, communication will be sent to all families and staff prior to the start of the 24-25 school year with regards to meal prices.
- CEP needs to be evaluated and elected each year to participate.
- Local meal price increases will need to be considered for the future if CEP is not an option and the use of excess local funds to offset meal prices is not authorized by the State.

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