

New Milford Board of Education

Regular Meeting Minutes

April 25, 2023

Sarah Noble Intermediate School Library Media Center

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Present:	Mr. Pete Helmus, Chairperson Mrs. Wendy Faulenbach Mr. Eric Hansell Mrs. Tammy McInerney Mr. Tom O'Brien Mrs. Olga I. Rella Mrs. Leslie Sarich Mrs. Sarah Herring Mr. Brian McCauley
Absent:	

Also Present:	Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent of Schools Mr. Anthony Giovannone, Director of Fiscal Services and Operations Mrs. Laura Olson, Director of Pupil Personnel and Special Services Mr. Matthew Cunningham, Facilities Director Mr. Jeffrey Turner, Technology Director Mr. Nicholas Carroccio, Student Representative
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1.	A.	Call to Order Pledge of Allegiance The meeting of the New Milford Board of Education was called to order at 7:00pm by Mr. Pete Helmus, Chairperson. The Pledge of Allegiance immediately followed the call to order.	Call to Order Pledge of Allegiance
2.		Public Comment There was none.	Public Comment
3.		PTO REPORT Mrs. Byrd reported PTO fundraising continues for the schools. Townwide PTO is working on fundraising for the senior scholarship - the box for clothing drop is outside JPCC entrance on the Route 7 side of the building. The scholarship committee received the applications this week and are looking forward to reviewing those. All schools have events planned for the beginning of May for Staff Appreciation.	PTO REPORT

	<p>SMS spring book fair is coming up in mid-May. A family fun spring festival is planned in conjunction with the book fair.</p> <p>SNIS will be running a butter braid fundraiser the first two weeks of May with pick up for the merchandise in early June at the school art show and ice cream social. They are also in planning stages for the end of year activities including volunteers for field days and planning 5th grade send off day.</p> <p>NES held the spring fling family event this past Friday in conjunction with their spring book fair. They are also busy planning end of year events including their 2nd grade send off and visits for the whole school from Animal Embassy.</p> <p>HPS will kick off their booster-thon event in May. They also have family arts night and ice cream social happening on May 12th and will host their annual plant sale at that event. There is a coffee with the principal event scheduled for May 16th. They are also working hard coordinating with the 2nd grade teachers to plan their second grade send-off.</p>	
<p>4.</p>	<p>STUDENT REPRESENTATIVES' REPORT</p> <p>Nicholas Carroccio updated that Northville held its monthly caring month and gave a shout out to students who showed caring. There is a puppet show coming up later in the month. In April, they celebrated paraprofessionals.</p> <p>At Hill and Plain School, the Critter Cavern came and students learned about different animals. Students got to pet and handle animals. Hill and Plain teachers and staff want to thank the PTO for their annual read-a-thon. Students dressed up for decade day and had fun. Hill and Plain school faculty and students want to thank faculty for outside clean up. The kids loved it. Registration for incoming kindergarteners took place and kids got to know the school. In May they will have a "Mini K Experience."</p>	<p>STUDENT REPRESENTATIVES' REPORT</p>

		<p>Sarah Noble Intermediate School is doing STEM lessons this month and coding. Band members attended SMS for a concert.</p> <p>Schaghticoke Middle School held concerts last month. They had a combined concert with SNIS on March 29. On April 6th they will hold a health fair. The Youth Agency will be present. The drama club will be performing "We Are All Monsters." Spring sports have begun.</p> <p>New Milford High School - the GHS induction is coming up as well as a career expo. On April 27th there is an orchestra concert. Prom is May 13th and there is no school on May 29th.</p>	
5.	A.	<p>APPROVAL OF MINUTES Approval of the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> March 21, 2023 Minutes <p><i>Mrs. Sarich moved to approve the minutes of March 21, 2023, seconded by Mr. O'Brien.</i></p>	<p>APPROVAL OF MINUTES Approval of the following Board of Education Meeting Minutes:</p> <ol style="list-style-type: none"> March 21, 2023 Minutes <p><i>Motion made and passed unanimously to approve the minutes of March 21, 2023.</i></p>
6.		<p>SUPERINTENDENT'S REPORT Welcome Lauren Ellard, the new Board of Ed Clerk. Outdoor recess has been consistent. Field trips are happening. There are 40 school days left and many year-end events. It is packed for students. BOE will be honoring retiring faculty at the June 20th meeting to give recognition for service. There are 25 retirees. Current projects include revision of policies so they are up-to-date, curriculum revision and development of culture. There is a plan in place for areas of focus for the 23/24 school year. Dr. Parlato will complete staff visits in schools and has completed 8 weeks to date. There is an upcoming meet-and-greet with the Town Council at New Milford High School.</p>	<p>SUPERINTENDENT'S REPORT</p>
7.		<p>BOARD CHAIRMAN'S REPORT Nothing to report.</p>	<p>BOARD CHAIRMAN'S REPORT</p>
8.		<p>DISCUSSION AND POSSIBLE ACTION</p>	<p>DISCUSSION AND POSSIBLE ACTION</p>

	<p>A. Monthly Reports 1. Budget Position dated 3/31/23 2. Purchase Resolution: D-769 3. Request for Budget Transfers</p> <p><i>Mrs. Faulenbach moved to approve monthly reports: Budget Position dated March 31, 2023; Purchase Resolution D-769; and Request for Budget Transfers, seconded by Mr. McCauley. The motion passed unanimously.</i></p> <p>Mrs. Faulenbach gave an update on operations regarding the March 31st meeting. Items included end of year balances and funds, transferring of between budget lines to address overages and updated budget positions. She also spoke to the balance of the capital reserve budget and discussed the update on turf field and Board of Education contribution. Mrs. Faulenbach asked about where we were with the local Covid funds. Mr. Giovannone said those accounts were closed out, and from now until the end of year, the remaining operating budget will depend on what comes in with invoices from goods and services.</p> <p>2. Purchase Resolution: D-769</p> <p>Mrs. Herring asked where the purchase resolution page was located.</p> <p>3. Request for Budget Transfers</p> <p>There were no requests for budget transfers.</p> <p>B. REVISION of Connecticut State Department of Education School Health, Nutrition and Family Services Child Nutrition Programs Authorized Signatures Change Form</p> <p><i>Mr. O'Brien moved to approve obtaining authorized signatories as noted on the Connecticut State Department of Education School Health, Nutrition and Family Services Child Nutrition Programs</i></p>	<p>A. Monthly Reports 1. Budget Position dated 3/31/23 2. Purchase Resolution: D-769 3. Request for Budget Transfers</p> <p><i>Motion made to approve monthly reports: Budget Position dated March 31, 2023; Purchase Resolution D-769; and Request for Budget Transfers. The motion passed unanimously.</i></p> <p>B. REVISION of Connecticut State Department of Education School Health, Nutrition and Family Services Child Nutrition Programs Authorized Signatures Change Form</p> <p><i>Motion made to approve obtaining authorized signatories as noted on the Connecticut State</i></p>
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	<p><i>Authorized Signatures Change Form, seconded by Mr. Hansel. The motion passed unanimously.</i></p> <p>C. Healthy Food Certification (HFC) Statement for School Year 2023-24</p> <p><i>Mrs. McInerney moved that, pursuant to C.G.S. Section 10-215f, the New Milford Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2023, through June 30, 2024. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups, seconded by Mr. McCauley. The motion passed unanimously.</i></p> <p><i>Mrs. McInerney asked for clarification about the amount of the healthy food certification grant money. Mr. Giovannone wasn't positive of the exact amount of the grant, but it is in excess of \$500,000.</i></p> <p>D. Policies for Second Review:</p> <ol style="list-style-type: none"> 1. 5000 Non-discrimination (Students) 2. 5111 Student Attendance, Truancy and Chronic Absenteeism 3. 5125 Confidentiality and Access to Education Records 	<p><i>Department of Education School Health, Nutrition and Family Services Child Nutrition Programs Authorized Signatures Change Form. Motion passed unanimously.</i></p> <p>C. Healthy Food Certification (HFC) Statement for School Year 2023-24</p> <p><i>Motion made and passed unanimously that, pursuant to C.G.S. Section 10-215f, the New Milford Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2023, through June 30, 2024. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.</i></p> <p>D. Policies for Second Review:</p>
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	<p>E.</p>	<ol style="list-style-type: none"> 3. 5131 Student Discipline 4. 5131.6 Drug and Alcohol Use by Students 5. 5135 Chemical Health of Student Athletes 6. 5145.12 Policy Regarding Search and Seizure 7. 5145.45 Policy Regarding Students and Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act of 1990 8. 5145.7 Policy Regarding Title IX of the Education Amendments of 1972— Prohibition of Sex Discrimination and Sexual Harassment (Students) 9. 5146 Child Sexual Abuse and Assault Response Policy and Reporting 10. 5156 Student Privacy (PPRA) <p>Mr. Hansell requested to add language that reads “that may include but not be limited to...” Mr. Hansell stated that it gives the option to expand the language later, if necessary, and purposely wanted to include “may” and “shall.” Mr. O’Brien added it already sounds that way and Mrs. Faulenbach agreed. Dr. Parlato noted that any potential change to suggested policy should be legally vetted.</p> <p>Policies Recommended for Deletion Upon Approval of the Above Policies in Item D.</p> <ol style="list-style-type: none"> 1. 5000 Equal Educational Opportunity 2. 5111 Admission, Placement, Age of Entrance 3. 5111.1 Foreign Exchange Students 4. 5112.3 School Attendance, Admission, Placement, Age of Entrance 5. 5113 Truancy 6. 5131 Student Conduct 7. 5131.1 Student Behavior on School Transportation 8. 5131.92 Corporal Punishment 9. 5141.27 First Aid/Emergency Medical Care 10. 5145.45 Section 504 Procedural Safeguards 11. 5145.5 Sexual and Other Unlawful Harassment of Students 12. 5145.7 Title IX Sexual Harassment of Students 13. 5131.6 Drugs, Alcohol and Tobacco 14. 5131.61 Inhalant Abuse 15. 5141.5 Suicide Prevention and Intervention 	<p>E. Policies Recommended for Deletion Upon Approval of the Above Policies in Item D.</p>
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	<p>16. 5145.12 Student Search and Seizure 17. 5145.122 Search and Seizure: Use of Dogs to Search School Property 18. 5145.123 Search and Seizure: Use of Metal Detectors 19. 5145.2 Freedom of Speech/Expression 20. 5156 Research Involving Students</p> <p>Capital Reserve Withdrawal(s) F. 1. Construction of a Permanent Central Office at SNIS</p> <p><i>Mr. McCauley moved to approve the Capital Reserve Withdrawal for the Construction of a Permanent Central Office at SNIS in the amount of \$750,000, seconded by Mr. O'Brien.</i></p> <p><i>The motion passed 6-2-0 with Mrs. Herring and Mrs. Rella opposed. Mrs. Faulenbach, Mr. Hansell, Mr. Helmus, Mr. McCauley, Mrs. McInerney, Mr. O'Brien and Mrs. Sarich in favor. Motion passed.</i></p> <p>Mr. O'Brien asked for an update on the central office project. Mr. Cunningham gave an update on the flooring and vent costs. The cost is still under the requested \$750,000 and construction contingency cost is still in budget. Office space and flooring is addressed. Mrs. Rella asked if we can use existing air conditioning in the building. Mr. Cunningham said yes we can, we are repurposing the existing AC. Mrs. Rella asked what the headcount was and Dr. Parlato said she would check. Mrs. Rella said it was excessive to spend \$750,000 on something that might not be permanent. Mrs. Faulenbach agreed but said we've been dealing with this for 8+ years, and there have been at least 20 posted meetings along with 4-5 engineering reports. The estimate has gone from \$4,000,000 to \$709,000. Mrs. Faulenbach agrees that we should keep looking at enrollment reports, but this need to find office space has come up numerous times, and it comes back to the fact that the Central Office needs a home. Mrs. Rella asked if there was any way to cut it a little more. Mrs. Faulenbach stated that she has looked into retail places along with the mayor, but couldn't come up</p>	<p>F. Capital Reserve Withdrawal(s) 1. Construction of a permanent central office at SNIS.</p> <p><i>Motion made and passed to approve the Capital Reserve Withdrawal for the Construction of a Permanent Central Office at SNIS. Vote: 6-2-0</i></p>
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	<p>with a suitable space. The first design for the central office in SNIS had a lot of bells-and-whistles and that we have scaled back. Mrs. Rella asked if it affects our 5 year capital plan and is worried about upcoming large capital projects. Mr. Helmus stated that those large capital projects are bonded by the town. Mr. Helmus that there has been ongoing and lengthy discussion about what to do about East Street, and Central Office is at a point of no return here. He also stated that Mr. Cunningham has done a great job to make it a palatable investment. Mr. Helmus agrees there's some risk for larger numbers of incoming students and wants to give the Central Office a professional space.</p> <p>Mrs. Herring prepared remarks to the Board regarding lack of A/C in certain classrooms. High heat indexes have caused early dismissal for some schools but dismissal has not necessary for all if rooms are air conditioned. The board has not approved funds for classrooms that can be 85 degrees for days at a time. Now the Board is spending \$750,000 to relocate employees, which includes updates to the HVAC system. So now some staff are angry and feel ignored, and they feel a comfortable learning environment is not a priority for staff. Mr. McCauley agreed, but stressed the central office does need a space and it's time to do it.</p> <p>Mrs. McInerney agreed it's hard in the late spring and early fall because the elementary schools have no A/C. The \$750,000 is not all for A/C and that moving to a retail space would be costlier. So over time moving to SNIS is a cost savings. She added that the Board is a steward of the building, with Facilities already in place. The fact that the project has been scaled back so much gives her reason to support this.</p> <p>Mr. Helmus stated that central staff work in the hottest parts of the summer. So it would be too much to say no A/C to cut costs. Mrs. Sarich asked where the staff will go once construction starts. Dr. Parlato stated she is creating a plan for that now.</p>	
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	<p>Mrs. Faulenbach wanted to add to Mr. McCauley's point that the cost to upgrade is not about Central office vs. school faculty and staff. She understands staff are upset and it's frustrating. She will support the motion and noted that there are existing funds in capital reserve that the residents approved through voting for the budget each year. If we don't support the motion, the question remains as to where the central office staff will go. Mr. McCauley added the older school buildings were not built to support A/C.</p> <p>Mrs. Sarich asked if portable A/C units could be installed in the classrooms. Mr. Cunningham said the electrical support isn't there in the old buildings, especially Hill and Plain School. Existing electrical equipment is nearing its end of life. Mrs. Faulenbach added that we'll need to look at a more global plan. Dr. Parlato agreed and stated that it's a larger conversation about what's going to happen as we imagine the future of New Milford schools and facilities.</p> <p>Mr. O'Brien asked Mr. Cunningham regarding costs, and Mr. Cunningham noted it's a \$710,000 cost and 3 additional extras. Mr. Cunningham said that has to do with removing lockers. To remove the lockers would require patch work and wall reconstruction. Mr. O'Brien suggested we leave the lockers.</p> <p>Mrs. Faulenbach noted that if the Board of Education has to seek additional funding from the capital reserved account, that the Town Council and Board of Finance should meet in a timely fashion so that the work of the project can continue on schedule for the start of the school year.</p> <p>2. Security Grant <i>Mrs. Faulenbach moved to approve the Capital Reserve Withdrawal for the security grant in the amount of \$139,800, seconded by Mrs. McInerney. The motion passed unanimously.</i></p> <p>3. NMHS Gym Floor</p>	<p>2. Security grant <i>Motion made and passed to approve the Capital Reserve Withdrawal for the Security Grant. Motion passed unanimously.</i></p> <p>3. NMHS Gym Floor</p>
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	<p><i>Mr. Hansell moved to approve the Capital Reserve Withdrawal for the NMHS Gym Floor in the amount of \$40,000, seconded by Mrs. Rella. The motion passed unanimously.</i></p> <p>G. Grant Approval 1. ED 244 <i>Mrs. McInerney moved to approve the Grant Approval for ED 244, seconded by Mr. McCauley. The motion passed unanimously.</i></p> <p>9. ITEMS OF INFORMATION</p> <p>A. Employment Report - April 2023</p> <p>B Enrollment Report - April 2023</p> <p>C Field Trip Report - April 2023</p> <p>D Fundraising - April 2023</p> <p>E Retirements/Resignations</p> <p>F Central Office Update</p> <p>G Projected End of Year Balance Mrs. Faulenbach was confident we will have fire reimbursement by June. Mr. Giovannone said the projected number assumes we'll get reimbursement for items that we submitted, but if we are not reimbursed for certain items, the responsibility for payment is on the Board of Education. Mrs. Faulenbach asked that any year-end projects using end-of-year balance funds occur by the end of fiscal year.</p> <p>Mrs. McInerney said that teachers who lost items of their own will not be reimbursed. Mr. Giovannone said if they were personal items, then they are not covered under the insurance policy. Mrs. McInerney stated that teachers bring in their own items to help instruct, and it's a loss to them. Dr. Parlato stated that at present teachers have to cover that loss.</p>	<p><i>Motion made and passed to approve the Capital Reserve Withdrawal for the NMHS Gym Floor. Motion passed unanimously.</i></p> <p>G. Grant Approval ED 244 <i>Motion made and passed to approve the Grant Approval for ED 244. Motion passed unanimously.</i></p> <p>9. ITEMS OF INFORMATION Employment report</p> <p>G. Projected End of Year Balance</p>
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	<p>H</p>	<p>Mrs. Faulenbach asked if there was an itemized submission of those items. Mr. Giovannone answered that no, we didn't receive a list at the business office, and if he did he couldn't put it in the claim since they are personal items.</p> <p>NMHS Updates</p> <p>1. Woodshop HVAC Update Mr. Cunningham said we should have everything up and running hopefully September 1, 2023. Mr. O'Brien asked if it can be done during the school year if necessary. Mr. Cunningham said it can, as long as the ventilation is happening properly. We can continue on into the school year outside of school hours if the woodshop needs additional time to be completed.</p> <p>2. Roof Update Mr. Cunningham gave an update on final detail work on the roof that is currently being completed.</p> <p>3. Batting Cages Mr. McCauley said we're getting batting cages donated by The Diamond Club. Dr. Parlato said we will do our due diligence with what we need to do to make sure we're safe putting the batting cages in. Mr. Cunningham described the process of putting in the batting cages and where they will be located. He stated it wouldn't happen until the season is over.</p>	<p>H.NMHS Updates:</p>
	<p>I</p>	<p>Administrative Regulations in Support of Policies in Item 8D.</p> <ol style="list-style-type: none"> 1. 5000 Non-discrimination (Students) 2. 5111 Student Attendance, Truancy and Chronic Absenteeism 3. 5125 Confidentiality and Access to Educational Records 4. 5131 Student Discipline 5. 5145.12 Search and Seizure 6. 5145.45 Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 7. 5145.7 Title IX of the Education Amendments of 1972—Prohibition of Sex Discrimination and Sexual Harassment (Students) 8. 5156 Student Rights (PPRA) 	<p>I. Administrative Regulations</p>

	J.	<p>Mrs. Faulenbach believes we've done a good job on the regulations.</p> <p>Programming and Support for Multi-Language Learners (ELL)</p> <p>Ms. Hollander stated that the number of multi-language learners has gone up over 100 students, and Ms. Hollander wants to make sure the students and teachers have what they need. The numbers are likely to go up going forward and wants the Board to be proactive about it. Ms. Hollander will keep the Board updated going forward.</p>	<p>J. Programming and Support for Multi-Language Learners (ELL)</p>
10.		<p>ADJOURN <i>Mrs. Faulenbach moved to adjourn the meeting at 8:00pm, seconded by Mr. O'Brien.</i></p>	<p>ADJOURN <i>Motion made and passed unanimously to adjourn the meeting at 8:00pm.</i></p>

Respectfully submitted:



Leslie Sarich
 Secretary
 New Milford Board of Education