

**NEW MILFORD BOARD OF EDUCATION  
MINUTES**

**WORK SESSION/SPECIAL MEETING  
MAY 11, 2009**

**6:30 P.M.  
HIGH SCHOOL MEDIA CENTER**

*New Milford School District Mission Statement*

*The mission of the New Milford School District is to provide effective instruction in all curricula areas, to develop the learning potential of all students, to build skills for a lifetime of learning, and to develop a feeling of self-worth and confidence that will allow students to become productive members of a democratic society. The New Milford School District team joins the parents and community in assisting students to develop skills to enable them to become independent and self sufficient adults who will succeed and contribute responsibly in the global community.*

The meeting was called to order by President Conner at 6:30 p.m. Present at roll call were President Conner, Mr. Drake, Mr. Foo, Mrs. Lacey, Mrs. McSweeney, Mrs. Mechler, Mrs. Saslow and Mr. Steele. Vice President Barton was absent. Mr. Picardo, Ms. Dunn and Student Board Representative Angela Wan were also present.

*After the flag salute, the Board President read the required New Jersey Open Public Meetings Law Statement. The Board announced that under its long-standing policy, it will not discuss in public any comments made by members of the public concerning individual staff members.*

**AGENDA ITEMS FOR DISCUSSION**

Review of tentative agenda for Regular Meeting to be held on May 18, 2009.

*On motion by Mrs. Mechler, seconded by Mr. Foo, carried by consent of the Board, the meeting was opened to the public at 6:35 p.m. There were no questions or comments regarding the agenda; therefore, on motion by Mrs. Saslow, seconded by Mrs. McSweeney, carried by consent of the Board, the meeting was closed to the public at that time.*

**ACTING SUPERINTENDENT OF SCHOOLS**

*Joseph Picardo*

**/DIRECTOR OF CURRICULUM & INSTRUCTION ITEMS**

Mr. Picardo reviewed the following:

1. Mr. Picardo praised the staff members involved with the Middle School play, *Little Shop of Horrors*.
2. Everyone was encouraged to see the Gifted & Talented Exhibit at the Middle School on Thursday, May 14.
3. The weeks of school testing are drawing to a close. The testing was conducted as follows:  
With regard to NJ ASK 3-8 testing, grades 6 and 7 have completed testing. Regular testing for grades 3 and 4 took place the week of May 4-8. Regular testing for grades 5 and 6 will take place the week of May 11-15, as well as make-up testing for grades 3 and 4. The Biology Performance Assessment, a one-day field test, took place the week of May 11. The End of Course Biology test is to be administered on May 18. All testing, including make-up testing, will be completed by Thursday, May 21.
4. The Board Meeting on June 8<sup>th</sup> will be a full program and will include presentations of both staff and student recognition.
5. It was agreed that Resolution P138 should be removed from the agenda.

**INTERIM BUSINESS ADMINISTRATOR ITEMS**

*Joan Dunn*

Ms. Dunn spoke to the Board about the following:

1. Ms. Dunn is in the process of "transitioning" with the new Business Administrator who will begin July 1, 2009.
2. The Superintendent Search forums are scheduled for May 19<sup>th</sup>. Flyers are being distributed.

*Motion by Mr. Drake, seconded by Mrs. Mechler, to go into Closed Session for the purpose of discussing personnel issues at 6:42 p.m.*

*Motion by Mr. Steele, seconded by Mrs. Mechler, to return to the Work Session/Special Meeting at 7:06 p.m.*

**STUDENT BOARD REPRESENTATIVE ITEMS**

*Angela Wan*

Ms. Wan spoke about the following:

1. The Junior Prom will be held on May 16 in the High School Cafeteria
2. The Tennis Team's County Matches took place last weekend.
3. Senior Service Projects will begin next week and continue for five weeks. Board Members had questions about the service projects.

**BOARD ACTION**

Mrs. Lacey asked that she be removed from the Special Education Committee and Mrs. McSweeney was substituted. Mr. Foo asked about the frequency of committee meetings, specifically about the Technology Committee. Mr. Drake asked about training for committee meetings and how to conduct them efficiently. President Conner responded that training for new Board Members will be conducted by NJ School Boards Association.

Motion BA5 by President Conner, seconded by Mr. Steele, and carried by consent of the Board:

BA5 Committee Appointments for 2009-2010 (tabled from April 27<sup>th</sup> Meeting) Attachment

**PERSONNEL COMMITTEE** Judy McSweeney for Lori Barton, Chair

Motions P139,P140,P141,P142,P143,P144,P145,P146,P147,P148,P149,P150,P151,P152,P153,P154,P155,P156 by Mrs. McSweeney, seconded by Mrs. Saslow, carried by a roll call vote of 8-0:

- P139 **Motion to Approve the Appointment and Contract of Ann Wilkins, Ed.D as Interim Director of Curriculum & Instruction, eff. May 18, 2009 through TBD**
- P140 **Motion to Approve the Appointment of Joseph Picardo as Acting Superintendent from May 1, 2009 through June 30, 2009 at a rate of \$4,000 per month**
- P141 **Motion to Approve the Appointment of Joseph Picardo as Acting Superintendent from July 1, 2009 through TBD at a rate of \$4,000 per month**
- P142 **Latchkey Recommendation for 2008-2009:**  
Christopher Cutillo Site Manager, Step 1
- P143 **Resignations:**  
Thomas Carey HS Science Teacher, eff. 6/30/09  
Mary Penser Berkley Lunch Aide, eff. 4/29/09  
Eva Ribaud Gibbs Lunch Aide, eff. 5/1/09
- P144 **Revision to Retirement:**  
Louis Coco District Data Coordinator, eff. ~~6/30/09~~ change to: 6/30/10
- P145 **Retirement:** with regret  
Donna Gianfredi HS Secretary, eff. 9/1/09
- P146 **Non-Tenured Certificated Staff Appointments for 2009-2010** Attachment
- P147 **Tenure Recommendations – Certificated Staff for 2009-2010** Attachment
- P148 **Tenured Certificated Staff Appointments for 2009-2010** Attachment
- P149 **Non-Tenured Administrator Appointments for 2009-2010** Attachment
- P150 **Tenure Recommendations – Administrators for 2009-2010** Attachment
- P151 **Tenured Administrator Appointments for 2009-2010** Attachment
- P152 **Non-Tenured Secretarial/Clerical Staff Appointments for 2009-2010** Attachment
- P153 **Tenured Secretarial/Clerical Staff Appointments for 2009-2010** Attachment
- P154 **Tenured Confidential Employees for 2009-2010** Attachment
- P155 **Approval of Employment Agreements for 2009-2010:**  
Joseph Picardo Director of Curriculum & Instruction, \$TBD, eff. 7/1/09-6/30/10  
Ronald Stokes Supervisor of Buildings & Grounds, \$TBD, eff. 7/1/09-6/30/10  
Eurico Antunes Technology Coordinator, \$TBD, eff. 7/1/09-6/30/10  
Martin Wellhoefer Assistant Technology Coordinator, \$TBD, eff. 7/1/09-6/30/10  
Philip Struzzi Athletic Trainer, \$TBD, eff. 7/1/09-6/30/10
- P156 **Latchkey Appointments for 2009-2010:**  
Francine Eagleson Latchkey Director, \$25,248.87, eff. 7/1/09-6/30/10  
Lynn LePage Latchkey Secretary, \$10,498.01, eff. 7/1/09-6/30/10

**FINANCE COMMITTEE** Peggy Saslow, Chair

Motions F195,F196 by Mrs. Saslow, seconded by Mrs. Mechler, carried by consent of the Board:

- F195 Approval of professional development opportunities Attachment
- F196 Approval of resolution to apply for Personalized Student Learning Plan Pilot Program Grant Attachment

**ADDITIONAL BOARD ITEMS**

Mrs. Saslow questioned whether PSE&G grants may be available to teachers. Mr. Picardo will investigate.

**NEW BUSINESS**

Mr. Steele reported that Ms. McSweeney, Mr. Foo and he attended the NJSBA meeting in Bergen County. He had questions about shared services which were answered by President Conner.

**Open to the Public:**

*Motion by Mr. Steele, seconded by Mrs. Saslow, carried by consent of the Board, the meeting was opened to the public at 7:25 p.m. The following comment was made:*

- Dave Wilson stated that he believes that the High School should receive more funding; and he questioned the need for an Interim Curriculum & Instruction Director.

*There were no further questions or comments; therefore, on motion by Mr. Drake, seconded by Mrs. McSweeney, carried by consent of the Board, the meeting was closed to the public at 7:28 p.m.*

*At 7:28 p.m., President Conner called for a five minute restroom break prior to beginning the training session with Susan McCusker of NJ School Boards Association. The meeting reopened at 7:39 p.m.*

President Conner introduced Ms. McCusker who began her presentation with Code of Ethics Training.

I. Ethics Training:

Ms. McCusker reviewed the NJQSAC Ethics Compliance Section. Next, Board Members were asked to recite in turn the Code of Ethics for School Board Members.

Board Member Code of Ethics Do's and Don'ts were explained and sensitive issues were discussed. Also outlined were:

1. Common areas of ethics concerns
2. Advisory opinion versus complaints
3. Theory into practice

Ms. McCusker raised questions for Board Members to respond to regarding ethics situations.

Board Members signed their Code of Ethics Certificates.

II. Board Roles and Responsibilities:

Ms. McCusker reviewed "The Effective Board Member"

*At 8:58 p.m., the Board requested a five-minute break. The session was reopened at 9:04 p.m.*

III. Norms were discussed and Board Members were polled on the issue. Results will be collated and emailed to Ms. Dunn who will forward this to the Board Members.

*There being no further business, on motion by Mr. Steele, seconded by Mrs. Lacey, carried by consent of the Board, the meeting adjourned at 9:45 p.m.*

Respectfully submitted,

Joan Dunn  
Interim Board Secretary