



Upcoming Meeting Dates

DIP Memo, June 19, 2015

Draft Policy Committee Minutes, June 15, 2015

Draft OHS Building Committee Minutes, 5/21/15



UPCOMING MEETING DATES

- June 23**                      **6:00 PM – Board of Education Meeting**  
Special Meeting  
501 Kings Hwy East  
Superintendent’s Conference Room
- June 23**                      **7:30 PM – Board of Education Meeting**  
Regular Meeting  
501 Kings Hwy East, Suite 210  
2<sup>nd</sup> Floor Board Conference Room
- July 9**                         **TBD – Board of Education Meeting**  
Special Meeting  
501 Kings Hwy East, Suite 210  
2<sup>nd</sup> Floor Board Conference Room



## S u p e r i n t e n d e n t M e m o r a n d u m

**To:** Members of the Board of Education

**Date:** June 19, 2015

**Re:** Additional Information on the District Improvement Plan

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The District Improvement Plan (DIP) has been presented and discussed at several Board meetings during the 2014-2015 school year. District administrators have carefully considered all the suggestions from the Board and public during these meetings, as well as those received via email and the online comment form. Many of these suggestions have been incorporated into the current draft DIP dated June 23, 2015. Mrs. Parks will review the incorporated suggestions at the June 23, 2015 Board of Education meeting.

The following suggestions were not incorporated into the DIP with rationale as follows:

1. ***Intermediate Targets***

Considered but not accepted because we have not yet determined the order in which the Specific Actions will be done. Each Specific Action is expected to have an impact on one or more performance indicators, and without knowing which Specific Actions will be finished in the early part of the plan, it would be impossible to predict intermediate targets. Annual reporting to the public on targets will demonstrate whether or not the district is on track to meet the five-year targets.

2. ***Cumulative Score For All Indicators***

This would not be helpful nor is it possible because many of the indicators are not correlated in any specific way and do not have the same units of measure or categories of performance.

3. ***Reporting Indicators For All Schools***

This not possible because there are only 6 indicators that are measured at all schools. Some of those are reported at the school level on the individual School Improvement Plans.

4. ***Reporting On All Subgroups***

This may not be possible because in many cases, those subgroups are too small to be reported on state or national assessments. Our data shows that the greatest achievement gap occurs

between the Free and Reduced (F/R) subgroup and their non-F/R counterparts. In addition, many of the other subgroups are contained within, or overlap with the F/R subgroup.

5. ***Strategic School Profile Metrics***

Many of the student achievement metrics which were previously reported on the Strategic School Profile are included in the District Improvement Plan such as the state mastery test results and high school graduation rates. Much of the other metrics on the Strategic School Profiles were not related to student achievement (for example, ratio of computers to students). The District Improvement Plan focuses on student indicators of success.

6. ***Accelerated Middle School Math***

The data showing students who successfully complete our highest levels of high school math (Intro to Calculus, AP Calculus A/B, AP Calculus B/C and Multivariable Calculus) are our best indicator of students who have been accelerated in math. Using students accelerated in middle school math does not capture those students who accelerate at the high school level, nor does it include those students who accelerate in middle school math and choose not to continue to advance to the highest levels of math at the high school level.

7. ***Management Indicators***

Page 17 of the DIP lists 'Criteria for Quality Student Performance Indicators.' There are no 'management indicators' in the plan because the focus of the plan is on student success in our schools. Performance indicators for employees are part of the evaluation system.

8. ***ELL Indicators***

These are not included in the plan because this is a very small subgroup of students and most students who are designated as needing English Language Learning are exited from the program in a relatively short time. Other academic indicators for these students are better measures of their learning.

9. ***District Improvement Plan should discuss student assessments being given to parents in a "consistent and meaningful way."***

Student assessments, such as STAR reading, IReady Math, and District Common Writing Assessments have always been shared and discussed with parents during parent teacher conferences. The student data reported from these assessments can be misunderstood. It is best shared by the teacher so that parents may question the meaning of their child's results.

10. ***The DIP Has Too Many Unknowns***

Specific Actions are designed to state the outcome (end result), but not specify the means to achieve the result. The individual or group tasked with achieving the Specific Action will research and develop the best way to achieve the stated outcome.

The first year's Specific Actions are yet to be determined – when they are identified they will be included on the annual list of District Initiatives. The Board of Education members can provide input by suggesting which of the Specific Actions should be undertaken in 2015-2016. I suggest that, prior to the July 9 meeting, each Board member prioritize the top 10 Specific Actions found on pages 27 – 31 of the DIP. It is important to keep in mind that the Specific Actions will have different budgetary impacts and a different work load for staff, which will also impact the order in which the Specific Actions are accomplished. Because the determination of which Specific Actions are to be undertaken in years 2-5 is based in part on the work completed in the first year, it is not a wise planning process to commit to Specific Actions beyond the first year at this time.

What are the budget implications for the District Improvement Plan? The District Improvement Plan will certainly have an impact on the budget, as does the current Initiatives List. The Superintendent's annual update on the DIP in the fall will give the BOE an opportunity to determine what items can be funded in the upcoming budget deliberations. The Board, through its budget approval, has final say on whether or not district funds are available to fund a Specific Action in any given year.

Other work will continue within the district. The District Initiatives List will continue to exist and many of the Specific Actions in the District Improvement Plan will appear each year on the Initiatives List. The Specific Actions in the District Improvement Plan are not the only initiatives that the district will address each year. Each June, as in the past, the Superintendent will provide the Board with an update on what has been accomplished from the Initiatives List, inclusive of the Specific Actions from the DIP. In addition, annually in the fall when the data becomes available, the Superintendent will provide an annual review of the DIP to the BOE and the BOE will have the opportunity to suggest priorities from the remaining Specific Actions.

DRAFT

# **FAIRFIELD PUBLIC SCHOOLS**

Board of Education Policy Committee

## **Minutes - June 15, 2015**

**4:30 PM**

1. The meeting was called to order at 4:45pm. Present were members Mrs. Maxon-Kennelly, Ms. Karnal and Mr. Convertito.
2. The June 1, 2015 Policy Committee Minutes were unanimously approved, 3-0.
3. A productive discussion was had regarding graduation requirements.
4. No public comment.
5. Meeting adjourned 6:18 pm.

Osborn Hill School Building Committee Meeting Draft Minutes  
May 21, 2015  
Osborn Hill School Gymnasium  
Stillson Road  
Fairfield, CT  
7:00 p.m.

Members Present: Kim Marshall (Chair), Brett Bader, Steve White, Susie Cardona, Bill Dunn

Others Present: Sal Morabito, Bill Silver (Architect) Larry Secor (OCR), Frank Arnone (Principal), Joseph Palmer (RTM – Liaison)

Call to Order:

Ms. Marshall called the meeting to order at 7:15 p.m. and asked if there were questions or comments.

Mr. Secor stated that an error had been found in the September 18, 2014 minutes, which had misstated the amount for the Proposed Change Order #2. The correct amount is \$12,756.38. The Recording Secretary was asked to make the correction on the minutes and to distribute the revised minutes.

A motion to request a correction, approval, and distribution of September 18, 2014 minutes was made by Mr. Dunn. Ms. White seconded the motion.

The Motion passed unanimously 5:0

It was also noted by Mr. Secor that the Minutes for December 18 and December 30 meetings although approved had not been submitted by the committee.

A motion to re-approve the December 18 and December 30, 2014, Minutes was made by Mr. Dunn. Mr. Bader seconded the motion.

The motion passed unanimously 5:0

A motion to approve the March 19, 2015 Minutes was made by Mr. Dunn. Mr. White seconded the motion.

The motion passed unanimously, 5:0

A motion to approve the April 16, 2015 minutes was made by Mr. Dunn. Ms. Cardona seconded the motion.

The motion passed unanimously, 5:0

## Approval of Invoices

1. Gennarini Application and Certification for Payment (ADP) No. 10 \$355,317.33.  
A motion to approve payment of the above referenced ADP payment No. 10 was made by Mr. White. Mr. Bader seconded the motion.  
The motion passed unanimously, 5:0
2. Nafis & Young Engineers, Inc. Invoice #114-15       \$4,520.00  
Mr. White made a motion to approve the invoice. Mr. Bader seconded the motion.  
The motion passed unanimously, 5:0
3. Special Testing Laboratories, Invoice #29027       \$1,300.00  
Mr. Bader made a motion to approve the invoice. Mr. Dunn seconded the motion.  
The motion passed unanimously, 5:0
4. Special Testing Laboratories, Invoice #29912       \$1,830.00  
Mr. Dunn made a motion to approve the invoice. Mr. White seconded the motion.  
The motion passed unanimously, 5:0

## Update from OCR

Mr. Secor stated that we are waiting to see what amount may be short for the rental on the portable gym, which will be removed as soon as possible.

Ms. Marshall asked for a motion to approve an amount, not to exceed \$26,000. to cover the final installment and the eventual removal of portable gym. Mr. Dunn made a motion to approve the expense, in an amount not to exceed \$26,000. Mr. White seconded the motion. The motion passed unanimously, 5:0

Mr. Secor informed the Committee that it was discovered that additional work was required on the speaker and intercom systems for communication between the gym and school's main office. The cost for the work is \$4,327.12.

Ms. Cardona made a motion to approve the cost. Mr. White seconded the motion. The motion passed unanimously, 5:0

Mr. Secor stated that there was a projected balance of \$337,212. as contingency on the project, which does not include the \$4,327.12, expense (approved tonight).

## New Business

Request for proposal on the redesign of the walkway were anticipated the first week in June. The Committee may need to schedule a Special meeting prior to the regularly scheduled meeting June 18<sup>th</sup> to discuss the bids.



Ms. Marshall asked Mr. Silver when the work must be done. Mr. Silver stated that the date is flexible except that the foundation for the walkway must be ready before school opens in the fall.

Mr. Secor advised the Committee that he did not anticipate a permanent certification of occupancy on the gym until a punch list of items was complete (estimated July 17<sup>th</sup>) and after the final inspection.

Mr. Dunn inquired whether a discussion was needed regarding the gym's solar shades, which had yet to be installed. Mr. Morabito stated that they remained on the punch list of items and a charge to cancel the shade order would be required at this time.

Mr. Silver stated that Nafis and Young will extend administrative services to the Committee over the summer and recommended an allowance of \$15,000.

Ms. Marshall requested a motion to approve administrative services allowance of \$15,000. to be billed on an hourly basis.

Mr. White made a motion an allowance of \$15,000. for the above referenced services. Mr. Bader seconded the motion. The motion was passed unanimously, 5:0.

#### Adjournment

Mr. Dunn made a motion to adjourn the meeting at 8:35 p.m.

Mr. Bader seconded the motion.

The motion passed unanimously, 5:0

Respectfully Submitted,

Diane McClure

Recording Secretary

Osborn Hill Elementary School Building Committee