



Upcoming Meeting Dates

Policy Committee Agenda, 9/28/15

Policy Committee Minutes

- ♦ June 15, 2015
- ♦ August 31, 2015

Redistricting Committee Agenda, 9/29/15

Redistricting Committee Minutes, 9/3/2015

Press Release: Mill Hill Elementary School and Mill Hill PTA  
Recognized Nationally as a School of Excellence



UPCOMING MEETING DATES

- September 28**                      **4:15 PM – Board of Education Meeting**  
Policy Committee  
501 Kings Hwy East  
Superintendent’s Conference Room
- September 29**                      **6:00 PM – Board of Education Meeting**  
Re-Districting Committee  
Sherman Elementary School  
250 Fern Street  
Library
- October 6**                              **7:30 PM – Board of Education Meeting**  
Regular Meeting  
501 Kings Hwy East  
2<sup>nd</sup> Floor Board Conference Room
- October 12**                            **4:15 PM – Board of Education Meeting**  
Policy Committee  
501 Kings Hwy East  
Superintendent’s Conference Room

# FAIRFIELD PUBLIC SCHOOLS

Policy Committee Agenda

**September 28, 2015**

**4:15 PM**

501 Kings Highway East, Suite 210  
Superintendent's Conference Room

1. Call to Order
2. Approval of Minutes
  - June 15, 2015
  - August 31, 2015
3. Discussion of Board of Education Handbook (*DRAFT, Revised May 7, 2015*)
4. Public Comment
5. Adjournment

*Next Meeting: October 12*

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.

DRAFT

BOARD OF EDUCATION  
FAIRFIELD PUBLIC SCHOOLS  
FAIRFIELD, CT

**Policy Committee Meeting**

Monday, August 31, 2015  
Education Center  
501 Kings Highway East  
Superintendent's Conference Room  
4:15 p.m.

Minutes

- I. Call to Order – The meeting was called to order at 4:35 by the chairperson, Jennifer Maxon-Kennelly. Another committee member in attendance was Donna Karnal, and Karen Parks was in attendance to represent the FPS administration.
  
- II. Policy – Discussion of Legislative Updates  
  
The resulting statutory changes affecting education from the 2015 Session of the Connecticut General Assembly were discussed in terms of BOE Policy and practice. Mrs. Parks indicated that CAFE is currently doing an audit of the entire BOE Policy Manual in which the policies will be reviewed for codification (numbering and section placement in manual), redundancy, and alignment with current state statute. When completed, the committee will receive all recommendations including how to edit necessary policies to ensure they support state statutes. She also indicated that all district/school practices would comply with statutory changes.
  
- III. Open Discussion/Public Comment - None
  
- IV. Adjournment – Meeting adjourned at 5:37
  
- V. Future Items: BOE Handbook

Future Mtg. Dates and Times: All meetings held on **Monday unless otherwise noted**,  
September 21, September 28, October 12, November 9, November 30, 2015.

All meetings will be held at 501 Kings Highway East, Superintendent's Conference Room unless otherwise noted.

# FAIRFIELD PUBLIC SCHOOLS

Board of Education

Redistricting Ad-hoc Committee Meeting Agenda *(Amended)*

Sherman Elementary School – Library

250 Fern Street

**September 29, 2015**

**6:00 PM**

1. Call to Order and Roll Call
2. Approval of Minutes:
  - September 3, 2015 Minutes
  - September 17, 2015 Minutes
3. Public Comment (15 minutes)  
Note: Public comment will be limited to guiding principles and criteria of redistricting in item 4. Those wishing to speak are encouraged to confer with other members of the public so as not to replicate issues. The Committee will not comment on or answer questions during Public Comment.
4. Discussion of Redistricting Priorities
5. Select Future Meeting Date(s)
6. Adjourn

**NOTE:** If certain groups, such as PTA's, wish to make a presentation longer than 2 minutes, please consult the Chair at [johnconvertito@fairfieldschools.org](mailto:johnconvertito@fairfieldschools.org).

#### RELOCATION POLICY NOTICE

*The Fairfield Public Schools System provides services to ensure students, parents and other persons have access to meetings, programs and activities. The School System will relocate programs in order to ensure accessibility of programs and activities to disabled persons. To make arrangements please contact Pupil & Special Education Services, 501 Kings Highway East, Fairfield, CT 06825, Telephone: (203) 255-8379*

DRAFT



Redistricting Ad Hoc Committee – Organizational Meeting  
September 3, 2015  
Minutes

Board of Education Chairman Mr. Dwyer called the meeting to order at 5:07 pm. Members present: Mr. Dwyer, Mr. Convertito, Mr. Patten, and Mrs. Liu-McCormick.

Mr. Patten nominated Mr. Convertito for Chairman.

Vote: Unanimous

Mr. Convertito took over at 5:12 pm as Chairman for the remainder of the meeting.

The committee reviewed the Commission statement, decided to meet on either 9/9 or 9/17 at 9:30 am, depending on the availability of Milone & MacBroom, consultants hired by the superintendent on the racial imbalance issue. The committee decided to meet with the consultants to understand their scope of work and how it may assist them in the redistricting work.

Meeting adjourned at 6:13 pm.

*DGT/mb*



**Press Release – September 23, 2015**

## **Mill Hill Elementary School and Mill Hill PTA Recognized Nationally as a School of Excellence**

**Southport, CT September 8, 2015** — National PTA® has recognized Mill Hill Elementary School and the Mill Hill PTA as a National PTA School of Excellence for their achievement in building effective family-school partnerships. Research shows that when families and schools work together, student achievement increases, schools improve and communities grow stronger. Being recognized as a National PTA School of Excellence demonstrates Mill Hill and Mill Hill PTA’s leadership and commitment to partnering to support student success and continuous school improvement.

“The partnership between Mill Hill staff and the Mill Hill PTA is a true example of what can be accomplished when schools and families work together,” said Otha Thornton, president of National PTA. “Mill Hill Elementary School and the Mill Hill PTA have put strong practices into place that involve families in the life of the school, and we are pleased to recognize them as a National PTA School of Excellence.”

National PTA launched its National PTA School of Excellence program to help strengthen family-school partnerships across the country and make measurable progress in the areas of education, health and safety, and arts and cultural exploration. At a National PTA School of Excellence, families feel welcomed and empowered to support student success, and PTA is a key partner for continuous school improvement. To be recognized as a National PTA School of Excellence, PTAs evaluate their current family engagement strategies and submit a goal for school improvement that families, teachers and administrators have set together. They improve upon their family engagement strategies throughout the year, while focusing on their goal. The National PTA School of Excellence designation is awarded with demonstrated improvement in the family-school partnership and significant progress toward their goal.

The following are a few examples of some of the programs that Mill Hill Elementary and the Mill Hill PTA collaborated on over the past year to strengthen family engagement with the school:

**Mill Hill Read Aloud Program** - Inspired by the vision of Mill Hill Kindergarten teacher, Dan Smith, and the best-selling book “The Read-Aloud Handbook” by Jim Trelease, Mill Hill launched the **Mill Hill Read Aloud Program** to engage parents on the importance of reading out loud to children of *all* ages. During a series of special Read Aloud Nights, parents and their children were invited to school after hours and by grade level to “snuggle up” and hear some “read aloud” titles and to catch a glimpse of what makes a good read aloud as modeled by Mill Hill Teachers. Children were then able to sign out great Read Aloud titles from our school library – cherished because of their rich content, their life lessons, and their well-crafted storytelling. This program was further supported with informative materials circulated to all Mill Hill families.

**Mill Hill “One School, One Book”** - To further promote the benefit of reading out loud and to create a shared experience across all students and staff at our school, Mill Hill also launched its own “One School, One Book” program. For this program, every child in the school received a copy of the same book (to keep!) – Betty G. Birney’s funny and insightful “The World According to Humphrey”. All families were asked to read the book at home over a



three-week period and everyone at Mill Hill – students, parents, teachers and administrators – participated in the program – to create a true shared community experience.

The launch of this program was preceded by an exciting series of teaser signs and messaging, as well as a high-energy all-school assembly to get kids engaged in the program even ahead of its launch. Trivia questions relating to the book were announced daily over our school loud speaker with correct entries placed into a weekly drawing for a chance to have Mill Hill's own Principal Kevin Chase read to a child's class. We rounded out the program with a Friday evening school-wide ice cream social where families could gather to share a delicious treat and listen to the final chapter of the book which was read by a guest reader from our community.

Very recently, the teacher organizers of Mill Hill's "One Book, One School" program, Joan Huff and Ann Oliver, applied for and were awarded a grant from the Fairfield Foundation for Education which supports and enhances our town's public education system by providing professional educators with funding for programs that enrich the curriculum and stimulate creative learning opportunities. The money received from this grant will fund the purchase of books and other materials for this year's "One School, One Book" event.

**Math Night** – In our own twist on the national "Take Your Family to School" program, Mill Hill families were invited to school one evening to participate in a series of fun Math games and activities together that could also be played at home to encourage better math skills. During the evening, parents and kids also had the opportunity to see a demonstration of and try out the new IXL.com program that had just been implemented at the school in order to better enrich Mill Hill students' Math learning both in and out of the classroom.

**Homework Club** – This past year, Mill Hill launched the Homework Club – a weekly after-school activity for students in Grades 3 – 5 which takes place in our school Library and run by Principal Kevin Chase and parent volunteers. The Homework Club was launched to provide kids with access to a comfortable and inviting environment to do homework or work on projects, seek help if needed, or find a quiet space to read or practice IXL and / or other educational programs on the computers.

**Mill Hill Mentors** – This past year Mill Hill also piloted a new "family to family" mentoring program whereby retuning Mill Hill families were partnered with new Mill Hill families to make them feel more welcome, answer any questions they might have and generally to help them better navigate through school year.

In addition to the programs outlined above, Mill Hill Elementary and the Mill Hill PTA also implemented other initiatives to increase family engagement supporting student success in Literacy and Math, as well as to strengthen the community spirit of the school including: a Principal Coffee around Mill Hill's Reading program, a school-wide Book-Swap, a Father-Daughter Dance, a virtual and physical Suggestion Box and various community fundraisers including Hoops for Hope, Mill Hill's annual faculty basketball game for charity.

From Kevin Chase, Principal of Mill Hill Elementary,

*"I am honored and extremely proud of Mill Hill Elementary School and the Mill Hill PTA on being named a National PTA School of Excellence. We at Mill Hill strive to be champions of education, champions of children. We believe that we can reach higher levels of achievement through a constant cycle of reflection that lends itself to close examination and analysis of past and current practice to lead to continuous improvement. Each child is an individual in their own right and thus growth is commensurate to their individual needs and abilities.*

*Our staff and students are very fortunate to have such a supportive and dedicated PTA. This affords us the opportunity to collaborate in teams throughout our entire organization and function in such ways to serve all of the needs of our children. We believe that inherent in the power of collaboration is that collectively we are smarter than any individual in the collective. It is with this philosophy that we have and will continue to improve the learning environment for our*

*students' academic achievement and personal growth. We not only challenge our students, but cherish them as well. This message is clear and evident to students in the many ways that our school and parent communities come together so frequently and so seamlessly for their whole development. In short, we strive to nurture the growth of the whole child. We will always work to follow our motto; 'Mill Hill is a Home for the Mind and Heart.' Keep your heart in mind.*

“When we explored the National PTA School of Excellence program for Mill Hill, we viewed it as an important extension of our existing wonderful PTA initiatives, and as a way to leverage our talented and enthusiastic staff and parent community to bring to life additional family-centric programs which would positively impact our kids,” says Kelly Jacobson, Chair of Mill Hill’s School of Excellence Committee. “We are excited by what our committee and school community at large has achieved this past year to strengthen our family-school partnership and we look forward to building on these programs in the future and identifying additional opportunities to support our kids and our community.”

The 2014-2015 Mill Hill School of Excellence Committee was comprised of Principal Kevin Chase, First-Grade Teacher Ann Oliver, Fifth-Grade Teacher Joan Huff, Chairperson Kelly Jacobson, PTA President Wendi Malone, PTA President-Elect Kristin Nierman, Mill Hill parents Annie Braley, Elizabeth Courtney, Kim Fahey, Stephanie Gervasi, Wendy Lavalley, Gennifer Lippman, Kathy Murdock, Alisa Ryan and Monica Zwynenburg, and former Mill Hill parent, Tricia Donovan.

To celebrate their achievements, National PTA presented Mill Hill Elementary School and the Mill Hill PTA with a National PTA School of Excellence banner. For more information about the National PTA School of Excellence program, visit [PTA.org/excellence](http://PTA.org/excellence).

### **About National PTA**

[National PTA®](http://NationalPTA.org) comprises millions of families, students, teachers, administrators, and business and community leaders devoted to the educational success of children and the promotion of parent involvement in schools. PTA is a registered 501(c) (3) nonprofit association that prides itself on being a powerful voice for all children, a relevant resource for families and communities, and a strong advocate for public education. Membership in PTA is open to anyone who wants to be involved and make a difference for the education, health, and welfare of children and youth.