

Fairfield Board of Education - Ad Hoc Committee on Operational Effectiveness

Commission Statement – Adopted by the BoE on September 26, 2017

On September 12, 2017, the Board of Education, by consensus, decided to create an Operational Effectiveness Committee to research and report on changes in its operations that would result in facility, financial and operational efficiencies. Its primary purpose is to assist the board in accomplishing Priority # 2 under Facilities in the 2017-18 Priorities for Excellence. The Ad Hoc Committee on Operational Effectiveness will complete its work and report their recommendations to the Board of Education for consideration and action. The Ad Hoc Committee is established per Article II, Section 4, Paragraph B of the Fairfield Board of Education By-laws.

Committee purpose: To study and determine best use of all facilities through engaging community input on "*structural changes*" leading to more effective and efficient operations. While the goal is listed under the facilities section of the 2017-18 Priorities for Excellence, it is expected the committee will look at issues related to staffing, financing, facility utilization and program services.

Process: The Ad Hoc Committee will be assisted by staff internal to the District as needed and work with consultants hired by the Central Office, as may be needed to accomplish their work. The Superintendent of Schools shall provide staff leadership to the Committee. The Ad Hoc Committee shall provide regular progress reports to the Board of Education as it deems appropriate or at the request of the Board. The Ad Hoc Committee will provide a final written report on their recommendations to the full Board of Education.

Timeframe: The Ad Hoc Committee shall begin its work immediately upon being constituted with a goal of completing their work in time to have the Board of Education accept and implement any suggested actions on one of three time frames:

- Phase I – Immediate By January 15, 2018 to impact 2018-19 budget
- Phase II – Short term By March, 2018 to implement in 2019-2021 period
- Phase III – Long term By June, 2018 to implement after 2021

Upon reporting its final suggestions and/or recommendations to the Board, the Ad Hoc Committee shall be deemed dissolved.

Membership: The BoE Board Chair shall appoint three members from the Board of Education, who will elect a chair from among their group. The BoE Board chair will also recruit voting members from various Town Boards and constituency groups including, but not limited to: Board of Selectman, Board of Finance, Representative Town Meeting, Bargaining unit representatives, student representatives and at large members from the general community. The Committee will have twelve to fifteen voting members. All members shall comply with the rules and regulations of the Freedom of Information Act ("FOIA").