

# FAIRFIELD PUBLIC SCHOOLS

The Enclosures referred to in the Agenda are available for inspection at each of the three Public Libraries in Fairfield, Fairfield Public Schools' website <http://www.fairfieldschools.org/> and the Education Center, 501 Kings Highway East. The public is requested to silence all devices.

Board of Education Regular Meeting Agenda  
501 Kings Highway East  
2<sup>nd</sup> Floor Board Conference Room  
August 23, 2016

## **Regular Meeting 7:30 PM**

1. Call to Order of the Regular Meeting of the Board of Education and Roll Call

2. Pledge of Allegiance

3. Public Comment

*During this period the Board will accept public comment on items pertaining to this meeting's agenda\* from any citizen present at the meeting (\*per BOE By-Law, Article V, Section 6). Those wishing to videotape or take photographs must abide by CGS §1-226.*

4. Presentations

A. Introduction of Interim Superintendent, Dr. Stephen Tracy, Mr. Dwyer

B. Update on Superintendent Search, Mr. Dwyer

5. New Business

A. Update on Facilities Plan and Waterfall Schedule, Mr. Cullen

(Enclosure No. 1)

6. Approval of Minutes

A. Approval of the Minutes of the Regular Meeting of June 7, 2016

**Recommended Motion:** "that the Board of Education approve the minutes of the Regular Meeting of June 7, 2016"

(Enclosure No. 2)

B. Approval of the Minutes of the Regular Meeting of June 21, 2016

**Recommended Motion:** "that the Board of Education approve the minutes of the Regular Meeting of June 21, 2016"

(Enclosure No. 3)

C. Approval of the Minutes of the Special Meeting of June 29, 2016

**Recommended Motion:** "that the Board of Education approve the minutes of the Special Meeting of June 29, 2016"

(Enclosure No. 4)

D. Approval of the Minutes of the Special Meeting of July 11, 2016

**Recommended Motion:** "that the Board of Education approve the minutes of the Special Meeting of July 11, 2016"

(Enclosure No. 5)

7. Superintendent's Report

A. District Initiatives, 2016-2017

(Enclosure No. 6)

B. Education Legislation Summary

(Enclosure No. 7)

C. Summer 2016 Work and Projects Update, Mr. Cullen

(Enclosure No. 8)

8. Committee/Liaison Reports

9. Open Board Comment

10. **Recommended Motion:** "that the Board of Education move into Executive Session in accordance with Connecticut General Statute CGS § 1-200(6)(A) for the purpose of discussing personnel matters."

11. **Recommended Motion:** "that the Board of Education return to Public Session."

12. Adjournment

**Recommended Motion:** "that this Regular Meeting of the Board of Education adjourn"

CALENDAR OF EVENTS

September 6, 2016	Board of Education Regular Meeting	501 Kings Hwy East 2 <sup>nd</sup> Floor Board Conference Room
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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*

August 23, 2016

**Fairfield Public Schools**  
Fairfield, CT 06825

**TO:** Dr. Stephen Tracy and Members of the Board of Education

**FROM:** Thomas P. Cullen

**DATE:** August 4, 2016

**RE:** Fairfield Public Schools Facilities Plan and Waterfall Schedule

I would like to provide you with an update on the Facilities Plan and Waterfall Schedule as I prepare for the Town of Fairfield Capital Financial Summit workshop this September. Attached is a copy of the Facilities Plan 2014-2025 and a copy of the Waterfall Schedule 2012-2013 to 2025-2026.

This Board of Education last approved these two documents on June 23, 2015.

A summary of the updates are as follows:

- Sherman Elementary School Phase III project moved from 2020–2021 to 2018-2019
- Fairfield Warde High School artificial turf field replacement moved from 2018-2019 to 2017–2018
- Fairfield Warde High School LMC HVAC rooftop unit was added in the 2017–2018 non-recurring for \$ 250,000
- Mill Hill Elementary School addition and renovation project in 2020–2021 was changed to separate the project team initial funding from the project funding similar to the current Holland Hill Elementary School addition and renovation project
- Security Infrastructure phase III was added in the 2018-2019 non-recurring for \$ 500,000 as a placeholder for projects we are currently working on with the Fairfield Police Department

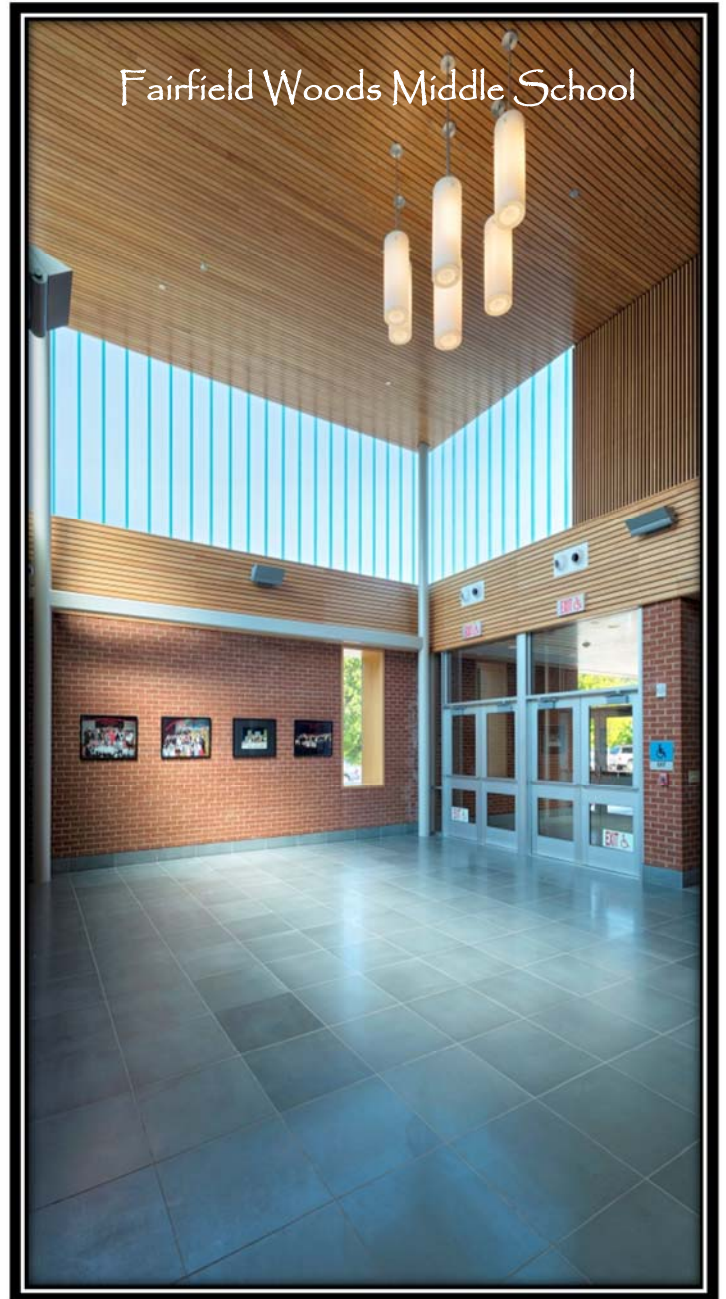
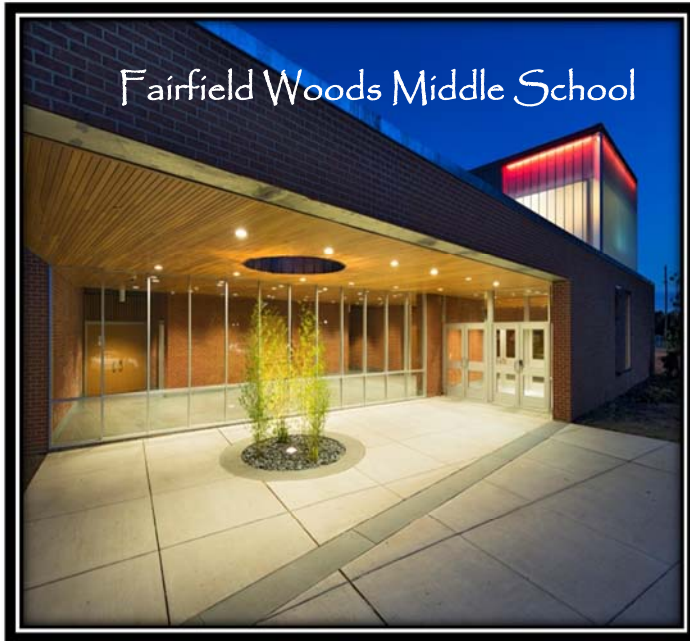
The Town of Fairfield financial department received a copy of the updated Waterfall Schedule on August 4, 2016.

If you have any questions or concerns regarding this information, please feel free to contact me at (203) 255-8373.

Thank you.

c: Meg Brown

# Fairfield Public Schools Facilities Plan 2014 – 2025



Approved by the Board of Education  
on  
June 23, 2015  
Updated on August 2, 2016

Fairfield Public Schools  
Facilities Plan 2014-2025

Introduction

We are pleased to present this update to the Fairfield Public Schools Facilities Plan. This document serves as guidance for the Board of Education as it prepares its list of capital requests from the Town of Fairfield. It also dovetails with the Town's "Waterfall" schedule, the blueprint from which the Town calculates and tracks its annual and long-term debt. Our overarching goal of this Plan is to meet the capital needs of the school district – its 17 school buildings comprising approximately 2 million square feet – and the fiscal capability of the Town.

There are a number of updates to this document from the previous version, and some items have remained the same. The items that have changed are as follows:

- We have included an updated enrollment projection from our demographic consultant, Milone & MacBroom. These projections cover the time period 2016-2026.
- This document lays out the capital needs for a 10-year time span, as opposed to the five-year timespan of the previous iteration. We have also included, with no timetable, items that will likely come up beyond the 10-year window.
- We have updated the list of portable classrooms in the school district, as reducing the number of such classroom structures has been a focus of this Plan for several years.

We believe this Plan accurately represents the needs and estimated costs for the Fairfield Public Schools for the next ten years. Obviously, as we have learned from experience, emergency or unforeseen situations can develop that will necessitate the inclusion of other projects as yet unknown to us. Pricing can also change based on the market for labor and materials. We intend for this to be a "living document," updated on an annual basis, as part of the Board's and Town's long-range planning.

Thomas P. Cullen  
Director of Operations  
August 2, 2016

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## **Fairfield Board of Education - Facilities Planning Principles**

Adopted  
on  
June 22, 2010

**1. Core Facilities** - *Additional classrooms shall not be added without addressing the core facilities that they will impact.* With any new classroom additions at our schools, we must equally incorporate relative additional space to expand core facilities when necessary. More children may bring more space needs in the cafeteria, library, gymnasium, bathrooms, and hallways.

**2. Class Size** - *Facilities planning, whenever possible, shall have a goal of providing adequate space to enable educational guidelines to be met.* Class size should not be viewed as a variable designed to simplify facilities and budgetary problems. Class size should not be used as a means to fit students into the limited space we have, wherever it may be. Instead we should endeavor to provide appropriate facilities that meet educational specifications throughout the district.

**3. Specialized Curriculum** - *We must provide, whenever possible, appropriate and dedicated spaces for specialized curriculum needs such as special education, art, music, and technology.* We should endeavor to provide appropriate and dedicated spaces for specialized curriculum needs, as specified in the Educational Specifications that are generated for our elementary schools. In particular, space must be provided for art, music, technology and special education. These critical components of our curriculum cannot be effectively delivered “on a cart,” in a closet, or in similar inappropriate spaces.

**4. Enrollment Projections** - *A long term plan should account for and accommodate peak enrollment projections.* When realistic and feasible we should not ignore the new dynamics that play a role in school population like in-migration, zoning density, regional economy, or being named “The Best Town in Connecticut” by CT Magazine. We should endeavor, whenever possible, to use projected enrollment figures that account for these factors, and that compensate for the fact that recent projections have at times underestimated actual enrollment, when determining space needs.

**5. Stability** - *We should strive to create district plans that provide stability for the district’s students.* We should endeavor to plan for stability in our educational system. Whenever possible, redistricting should not be revisited every 3-5 years, especially without a major event such as a school opening or closing.

**6. Headroom** – *To ensure stability we should leave headroom in each school - the maximum number we should PLAN to is 90%/85% of capacity.* We should ensure that headroom is built into our calculations for school planning. Because enrollment projections are not an exact science district planning must account for the statistical variance between projected and actual enrollments. As such, whenever possible, schools should be operated at a utilization level that accommodates year-to-year fluctuations in enrollment without resorting to inappropriate measures such as redistricting, or buying and installing portable classrooms. For elementary schools, this utilization level is 90%. For middle and high schools, this utilization level is 85%.

**7. Commitment to Adding Space Where Students Are Located** – *At the elementary school level we must have a commitment of maintaining the concept of “neighborhood schools” and/or allowing students to attend the elementary school which is reasonably close to the students’ homes whenever*

*educationally feasible and possible.* We should not be busing students past or away from their neighborhood school or a school which is reasonably close to their home because there is an open seat in another school located in different part of town. Therefore, the planning process must evaluate where the population centers are and build or expand in those areas.

**8. Phase out Temporary Solutions (Portables)** - *Eliminate the Town's reliance on portable classrooms as a permanent substitute for brick and mortar classrooms.* Whenever possible phase out the temporary solutions by eliminating the Town's reliance on temporary portable classrooms – wood, steel, or otherwise – as a permanent substitute for brick and mortar classrooms.

This document is organized into several sections. The first section updates the enrollment to include the latest projections provided by Milone & MacBroom on February 11, 2016. The second section is a Statement of Needs for each school, whether or not any project is proposed for the school in this Plan. There are no costs associated with the Statement of Needs.

The third section gives an overview of the projects recommended for 2014-2025 with an estimated cost. These are based in a priority sequence based on the condition of the building (for example, Holland Hill) and/or pressing enrollment issues (Fairfield Ludlowe High School). The fourth section gives the detail behind each of these projects. We have included a description of our cost methodology for estimating these projects.



**FAIRFIELD PUBLIC SCHOOLS**  
**SUMMARY OF ENROLLMENT PROJECTIONS**  
**BY SCHOOL AND YEAR**  
**February 11, 2016 – Milone & MacBroom**

School	YEAR				
	16-17	17-18	18-19	19-20	20-21
Burr	433	432	429	426	436
Dwight	338	309	300	292	286
Holland Hill	405	397	385	400	396
Jennings	310	276	282	284	286
McKinley	432	413	407	391	383
Mill Hill	369	335	324	320	324
North Stratfield	391	369	362	362	363
Osborn Hill	468	442	426	407	415
Riverfield	405	377	370	373	375
Sherman	482	453	444	436	453
Stratfield ES	399	373	359	355	351
Fairfield Woods	884	919	902	898	833
Roger Ludlowe	778	846	827	845	764
Tomlinson	697	660	665	657	645
Fairfield Warde	1,492	1,520	1,486	1,477	1,496
Fairfield Ludlowe	1,481	1,467	1,431	1,391	1,455
Walter Fitzgerald Campus	39	39	39	39	39
<b>TOTAL K-12</b>	<b>9,803</b>	<b>9,627</b>	<b>9,438</b>	<b>9,353</b>	<b>9,300</b>

Note: Excludes ECC students.

Source: Milone & MacBroom 2-11-2016

**FAIRFIELD PUBLIC SCHOOLS**  
**SUMMARY OF ENROLLMENT PROJECTIONS**  
**BY SCHOOL AND YEAR**  
**February 11, 2016 – Milone & MacBroom**

School	YEAR				
	21-22	22-23	23-24	24-25	25-26
Burr	446	446	461	476	487
Dwight	282	294	315	320	329
Holland Hill	395	418	428	441	442
Jennings	296	306	321	331	330
McKinley	394	395	410	419	424
Mill Hill	340	349	362	375	389
North Stratfield	379	393	406	418	422
Osborn Hill	431	449	466	490	504
Riverfield	377	388	405	423	427
Sherman	446	459	484	499	502
Stratfield ES	363	382	401	414	432
Fairfield Woods	812	753	724	714	774
Roger Ludlowe	768	726	682	648	672
Tomlinson	617	593	560	564	556
Fairfield Warde	1,437	1,455	1,420	1,340	1,308
Fairfield Ludlowe	1,440	1,435	1,417	1,326	1,281
Walter Fitzgerald Campus	39	39	39	39	39
<b>TOTAL K-12</b>	9,262	9,280	9,301	9,237	9,318

Note: Excludes ECC students.

Source: Milone & MacBroom 2-11-2016

# FACILITY EVALUATION

## Statement of Needs

The district conducted an assessment that considered the current use and condition of the facilities throughout the Fairfield Public Schools (including regular and special area classrooms, technology centers, grounds, parking, libraries/media centers, athletic fields, gymnasiums, etc.). Principals participated in the review of the facilities to provide perspective and insight with regard to programs and the use of assigned spaces. The assessment was then updated to reflect information in the Milone & MacBroom of February 11, 2016 (Appendix A).

### **Elementary Schools**

#### **Burr Elementary School**

***Built:*** 2004  
***Renovated:*** N/A  
***Status:*** N/A  
***Portables:*** None

#### **Parking issues**

- Expand parking lots for staff and visitors
- Extend sidewalk along front parking lot for improved safety

#### **Kitchen storage issues**

- Expand kitchen for extra storage, refrigerators and freezers
- Relocate custodial slop sink in kitchen manager's office

#### **Building storage issues**

- Provide storage rooms for custodial and maintenance needs
- Provide storage rooms for staff and school materials

#### **Building HVAC control system upgrades**

- Design and install added controls for HVAC for better operating functions

#### **Security systems and safety issues**

- Provide increased security and safety measures

#### **Dwight Elementary School**

***Built:*** 1962  
***Renovated:*** 1960's & 2000  
***Status:*** N/A  
***Portables:*** None

#### **Full renovation and upgrades, including ADA**

- Upgrade the building and the site for ADA compliance
- Include space for a new elevator
- Connect the two building wings with a closed-in connector corridor
- Design and install new fire sprinkler system
- Design and install new HVAC fresh air and air-conditioning system
- Expand the library media center

**Program/Capacity Deficiencies**

- Provide 1.0 Computer Lab Classroom
- Provide 1.0 Science Classroom
- Provide 1.0 Band Classroom
- Provide .5 Gifted Classroom
- Provide .5 SPED Areas
- Provide .25 Early Literacy Classroom
- Provide .5 Conference Room

**Security systems and safety issues**

- Provide increased security and safety measures

**Parking issues**

- Extend sidewalk along front entrance loop for improved safety
- Relocate high electrical wires and telephone poles for bus and truck traffic

**Kitchen storage issues**

- Expand kitchen for extra storage, refrigerators and freezers
- Improve cafeteria serving line

**Building storage issues**

- Provide storage rooms for custodial and maintenance needs
- Provide storage rooms for staff and school materials

**Septic system upgrade/replacement**

- Design and install new septic system for replacement of existing system

**Playground Issues**

- Accessibility issues with stairs and ramp
- Wash out issues with wood chips and grade

**Holland Hill Elementary School**

***Built:*** 1956

***Renovated:*** 1978 & 2001

***Status:*** N/A

***Portables:*** 5 (2 purchased in 2007, 1 purchased in 2000, 2 leased in 2016)

**Renovation and Addition**

- Design and install an addition to eliminate portable classrooms
- Implement all building code, life safety code and fire code requirements
- Upgrade core facilities (expand APR/Cafeteria for increased enrollment)
- Design and install new fire sprinkler system
- Design and install new HVAC fresh air and air-conditioning system

**Program/Capacity Deficiencies**

- Provide 1.0 Science Classroom
- Provide 1.0 Music Classroom
- Provide 1.0 Instrumental Music Classroom
- Provide 4.0 General Classrooms
- Provide 1.0 Computer Lab Classroom
- Provide 1.0 Gifted, Social Worker, MRT
- Provide .5 SPED Area
- Provide .5 Conference Room
- Provide .5 Copy Room
- Provide .25 Server Room
- Provide .25 Spanish teacher office

**Kitchen storage issues**

- Expand kitchen for extra storage, refrigerators and freezers
- Investigate the need for a second serving line

**Building storage issues**

- Provide storage rooms for custodial and maintenance needs
- Provide storage rooms for staff and school materials

**Parking issues**

- Expand parking lots for staff and visitors
- Extend sidewalk along front entrance loop for improved safety

**Security systems and safety issues**

- Provide increased security and safety measures

**Jennings Elementary School**

***Built:*** 1967

***Renovated:*** 2000 & 2002

***Status:*** N/A

***Portables:*** 1 (purchased in 2002)

**Renovation and Addition**

- Design and install an addition to eliminate the portable classroom
- Implement all building code, life safety code and fire code requirements
- Upgrade core facilities (expand APR/Cafeteria for increased enrollment)
- Design and install new fire sprinkler system
- Design and install new HVAC fresh air and air-conditioning system

**Program/Capacity Deficiencies**

- Provide 1.0 Science Classroom
- Provide 1.0 Music Classroom
- Provide 1.0 Instrumental Music Classroom
- Provide 1.0 Computer Lab Classroom
- Provide .5 LAC, MRT, IIT, Instructional Support, and Conference
- Provide .5 Gifted Room
- Provide .25 ELT Room
- Provide .25 ELL Room
- Provide .25 Spanish Teacher Office
- Provide .25 OT/PT Room

**Kitchen storage issues**

- Expand kitchen for extra storage, refrigerators and freezers
- Investigate the need for a second serving line

**Building storage issues**

- Provide storage rooms for custodial and maintenance needs
- Provide storage rooms for staff and school materials

**Parking issues**

- Expand parking lots for staff and visitors
- Extend sidewalk along front entrance loop for improved safety

**Security systems and safety issues**

- Provide increased security and safety measures

## **McKinley Elementary School**

**Built:** 2003  
**Renovated:** N/A  
**Status:** N/A  
**Portables:** None

### **Parking issues**

Expand parking lots for staff and visitors

### **Security systems and safety issues**

Provide increased security and safety measures

## **Mill Hill Elementary School**

**Built:** 1955  
**Renovated:** 1978, 1991 & 2000  
**Status:** N/A  
**Portables:** 5 (3 purchased in 2008, 1 purchased in 2001 & 1 purchased in 2000)

### **Renovation and Addition**

Design and install an addition to eliminate portable classrooms

Implement all building code, life safety code and fire code requirements

Upgrade core facilities (expand APR/Cafeteria for increased enrollment)

Design and install new HVAC fresh air and air-conditioning system

### **Program/Capacity Deficiencies**

Provide 5.0 General Classrooms

Provide 1.0 Science Classroom

Provide 1.0 Music Classroom

Provide 1.0 Computer Lab Classroom

Provide .5 Instrumental Music Classroom

Provide .5 Gifted Room

Provide .5 SPED Room

Provide .5 OT/PT Room

Provide .25 ELT Room

Provide .25 ELL Room

Provide .25 MRT Room

Provide .25 IIT Room

Provide .25 Spanish Teacher Office

Provide .25 Social Worker Office

### **Kitchen storage issues**

Expand kitchen for extra storage, refrigerators and freezers

Investigate the need for a second serving line

### **Building storage issues**

Provide storage rooms for custodial and maintenance needs

Provide storage rooms for staff and school materials

### **Parking issues**

Expand parking lots for staff and visitors

Extend sidewalk along front entrance loop for improved safety

### **Security systems and safety issues**

Provide new increased security and safety measures

## **North Stratfield Elementary School**

**Built:** 1961  
**Renovated:** 1996 & 2000  
**Status:** N/A  
**Portables:** None

### **Renovation and Addition**

- Implement all building code, life safety code and fire code requirements
- Upgrade core facilities
- Design and install new HVAC fresh air and air-conditioning system

### **Program/Capacity Deficiencies**

- Provide 1.5 Gym Space
- Provide 1.0 Science Classroom
- Provide .5 Instrumental music classroom
- Provide .5 Gifted Room
- Provide .5 SPED Room
- Provide .5 OT/PT Room
- Provide .25 ELL Room

### **Kitchen storage issues**

- Expand kitchen for extra storage, refrigerators and freezers
- Improve cafeteria serving line

### **Parking issues**

- Expand parking lots for staff and visitors

### **Building storage issues**

- Provide storage rooms for custodial and maintenance needs
- Provide storage rooms for staff and school materials

### **Security systems and safety issues**

- Provide increased security and safety measures

## **Osborn Hill Elementary School\***

**Built:** 1958  
**Renovated:** 1969, 1981, 1997, 2000 & 2009 Annex Building (five classroom addition)  
**Status:** N/A  
**Portables:** None

### **Renovation and Addition**

- Implement all building code, life safety code and fire code requirements
- Upgrade core facilities
- Design and install new fire sprinkler system
- Design and install new HVAC fresh air and air-conditioning system
- Install additional lockers due to increased enrollment

### **Program/Capacity Deficiencies**

- Provide 1.0 Instrumental Music Classroom
- Provide .5 Teachers Work Room
- Provide .5 Conference Room
- Provide .5 Art Room
- Provide .5 Music Room
- Provide .5 Gifted Room
- Provide .5 SPED Room
- Provide .25 LAC Room

Provide .25 ELL Room  
Provide .25 MRT Room  
Provide .25 IIT Room  
Provide .25 Spanish Teacher Office  
Provide .25 Literary Tutor Office  
Provide .25 Social Worker Office

**Parking issues**

Expand parking lots for staff and visitors

**Building storage issues**

Provide storage rooms for custodial and maintenance needs  
Provide storage rooms for staff and school materials

**Security systems and safety issues**

Provide increased security and safety measures

**Riverfield Elementary School**

***Built:*** 1959  
***Renovated:*** 1971, 2000 & 2015  
***Status:*** N/A  
***Portables:*** None

**Building storage issues**

Provide storage rooms for custodial and maintenance needs  
Provide storage rooms for staff and school materials

**Security systems and safety issues**

Provide increased security and safety measures

**Sherman Elementary School**

***Built:*** 1963  
***Renovated:*** 1977, 2001 & 2009  
***Status:*** Phase one – 2009 Annex Building (six classroom addition) completed  
Phase two – 2012 Partial Addition and Renovation completed by SPSBC  
Phase three – 2017-2018 Project to be considered by all Town Bodies  
***Portables:*** 1 (Purchased in 2001 and moved from FHS in 2003)

**Renovation and Addition**

Implement all building code, life safety code and fire code requirements  
Upgrade core facilities  
Design and install new fire sprinkler system  
Design and install new HVAC fresh air and air-conditioning system  
Install additional lockers due to increased enrollment

**Program/Capacity Deficiencies**

Provide .5 OT/PT Classroom  
Provide 1.0 Instrumental Music Classroom  
Provide 1.0 Computer Lab Classroom  
Provide .5 Teachers Work Room  
Provide .25 Spanish Teacher Office



Provide .25 Social Worker Office

Provide .25 Server Room

**Parking issues**

Expand parking lots for staff and visitors

Extend sidewalk along front entrance loop for improved safety

**Building storage issues**

Provide storage rooms for custodial and maintenance needs

Provide storage rooms for staff and school material

**Security systems and safety issues**

Provide new, increased security and safety measures

Close in canopy walkway from Annex Building to School Building

**Stratfield Elementary School**

***Built:*** 1929

***Renovated:*** 1948, 1972 & 2010

***Status:*** N/A

***Portables:*** None

**Kitchen storage issues**

Expand kitchen for extra storage, refrigerators and freezers

Investigate the need for a second serving line

**Security systems and safety issues**

Provide increased security and safety measures

**Middle Schools:**

**Fairfield Woods Middle School**

***Built:*** 1954

***Renovated:*** 1961, 1972, 1995 & 2011

***Status:*** N/A

***Portables:*** None

**Renovation and Addition**

Design and install new HVAC fresh air and air-conditioning system to add to existing system to cover entire school

Install new lockers to replace old lockers for a portion of the school (Bradley/Jackson Wing, second floor) and for increasing enrollment

**Windows**

Replace old windows with new windows

**Building storage issues**

Provide storage rooms for custodial and maintenance needs

Provide storage rooms for staff and school materials

**Security systems and safety issues**

Provide increased security and safety measures

### **Roger Ludlowe Middle School**

***Built:*** 2003  
***Renovated:*** N/A  
***Status:*** N/A  
***Portables:*** None

#### **Building storage issues**

Provide storage rooms for custodial and maintenance needs  
Provide storage rooms for staff and school materials

#### **Security systems and safety issues**

Provide increased security and safety measures

### **Tomlinson Middle School**

***Built:*** 1917  
***Renovated:*** 1942, 1958, 1976, 2006  
***Status:*** N/A  
***Portables*** None

#### **Renovation and Addition**

Evaluate cafeteria size and options to accommodate enrollment

#### **Kitchen storage issues**

Expand kitchen for extra storage, refrigerators and freezers

#### **Building storage issues**

Provide storage rooms for custodial and maintenance needs  
Provide storage rooms for staff and school materials

#### **Parking issues**

Expand parking lots for staff and visitors

#### **Security systems and safety issues**

Provide increased security and safety measures

### **High Schools:**

#### **Fairfield Ludlowe**

***Built:*** 1950  
***Renovated:*** 1963, 1972, 1995, 2005 & 2015  
***Status:*** N/A  
***Portables:*** None

#### **Renovation and Addition**

Design and install new HVAC fresh air and air-conditioning system to add to existing system to cover entire school  
Renovate all boys and girls gang bathrooms

**Parking issues**

Expand parking lots for staff, visitors and growing enrollment and investigate all the parent drop off areas for handling increased enrollment

**Building storage issues**

Provide storage rooms for custodial and maintenance needs

Provide storage rooms for staff and school materials

**Tennis Courts**

Replace aging tennis courts with new tennis courts

**Security systems and safety issues**

Provide increased security and safety measures

**Fairfield Warde**

***Built:*** 1955

***Renovated:*** 2003, 2006

***Status:*** N/A

***Portables:*** None

**Renovation and Addition**

Design and install classrooms to accommodate increased enrollment

Install additional lockers to accommodate increased enrollment

Design and install an addition onto the existing cafeteria to accommodate increased enrollment

Design and install new HVAC fresh air and air-conditioning system to add to existing system to cover entire school

Renovate all boys and girls gang bathrooms

**Windows**

Replace old windows with new windows

**Building storage issues**

Provide storage rooms for custodial and maintenance needs

Provide storage rooms for staff and school materials

**Kitchen storage issues**

Expand kitchen for extra storage, refrigerators and freezers and make arrangements to open and operate the fourth serving line

**Artificial turf field replacement**

Remove and replace existing artificial turf field installed in 2005 – 10 year warranty

**Tennis Courts**

Replace aging tennis courts with new tennis courts

**Security systems and safety issues**

Provide increased security and safety measures

**Fairfield High Schools Walter Fitzgerald Campus (formerly the Alternative High School)**

In fiscal year 2008-2009 the CO-OP and PAL program were combined and the Alternative High School was created. This program is housed in a leased facility located at 108 Biro Street formerly known as St. Emery's School. This lease is negotiated and facilitated by the Town of Fairfield.

# Methodology for Determining Project Cost Estimates

1. Review and define scope of work with the principal, staff and users.
2. Review and define scope of work with the central office internal renovation and construction professionals.
3. Perform a history “checks and balances” of past similar projects, similar scope of work, bid documents and cost estimates.
4. Solicit opinions at no cost from consultants, vendors, and contractors for similar projects to provide cost estimates.
5. Discuss scope of projects with the Town Department of Public Works and Purchasing for assistance with similar projects for cost estimating purposes.
6. Review project scope for the Division of Construction Services (DCS) reimbursement, capability, and filing.
7. Review project for possible grants and funding sources from the State and/or other local organizations.
8. Calculate project scope square footage and provide draft costs per square foot from the following sources:
  - a. DCS cost per square foot for educational facilities
  - b. Contractor’s cost per square foot for similar projects
  - c. Previous bid projects/documentation for similar scope of work
9. Investigate hazardous material issues with old building materials to identify if testing data needs to be figured into the cost estimates. Estimates are based on past similar projects.
10. Review architectural, engineering, and other consultants required for projects and provide cost estimates based on verbal discussions and past similar projects.
11. Investigate and define the project scheduling to identify if all work will be straight time versus premium time.
12. Determine project contingencies according to the size of the project, the scope of work and the possibility of unknowns for the building and/or the project site.
13. Incorporate project safety procedures and interim life safety measures for work to be performed in an educational facility, as well as work performed during occupied hours.
14. For projects that are scheduled over multiple years and/or are part of a long term plan, cost escalation factors are figured into the cost estimate.
15. Determine project cost estimate.

**Fairfield Public Schools  
Long Range Facilities Plan  
2014-2025 Summary by Project Start Date**

School	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Estimated Total
Burr Elementary School	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -
Dwight Elementary School	-	-	1,232,342	\$ 100,000	-	-	-	-	-	-	4,356,012	303,877	5,688,354
Holland Hill Elementary School	-	-	-	1,240,000	12,000,000	-	-	-	-	-	-	-	13,240,000
Jennings Elementary School	-	-	382,000	-	-	-	-	-	1,705,320	-	-	-	2,087,320
McKinley Elementary School	-	-	-	-	-	450,000	-	-	-	-	-	-	450,000
Mill Hill Elementary School	-	461,614	-	-	-	1,500,000	15,000,000	-	-	-	-	1,028,075	17,989,689
North Stratfield Elementary School	-	364,652	-	-	-	-	-	-	2,150,534	-	-	-	2,515,186
Osborn Hill Elementary School	-	-	-	-	-	-	-	-	-	364,652	1,409,046	-	1,773,698
Riverfield Elementary School	16,735,766	-	-	-	-	-	-	-	-	-	-	-	16,735,766
Sherman Elementary School	-	-	-	-	-	3,000,000	-	-	-	1,381,242	-	-	4,381,242
Stratfield Elementary School	-	-	-	-	-	-	686,775	-	-	-	-	-	686,775
Fairfield Woods Middle School	-	-	-	3,000,000	-	-	-	150,000	-	-	1,809,970	-	4,959,970
Roger Ludlowe Middle School	-	-	-	-	-	950,000	-	-	-	-	-	-	950,000
Tomlinson Middle School	-	-	-	-	837,791	-	668,528	-	825,000	-	-	-	2,331,319
Early Childhood Center	-	-	-	-	-	-	-	-	-	-	-	-	-
Fairfield Ludlowe High School	10,833,389	-	650,000	4,527,674	-	300,000	-	1,125,000	-	-	-	-	17,436,063
Fairfield Warde High School	1,587,750	1,740,250	1,587,750	-	1,325,000	-	750,000	-	1,447,031	3,150,000	-	-	11,587,781
District Wide	-	-	1,752,000	2,020,692	-	813,322	-	250,000	-	-	-	500,000	4,836,014
Total - Gross Estimate	29,156,905	2,566,516	5,604,092	10,888,366	14,162,791	7,013,322	17,105,303	1,525,000	6,127,885	4,895,894	7,575,028	2,331,952	109,981,129
DCS Reimbursement	(7,706,170)	(541,647)	(745,350)	(2,153,430)	(3,393,028)	(976,033)	(3,986,966)	-	(1,148,603)	(1,197,607)	(2,220,127)	(403,870)	(26,692,960)
Total - Net Estimate	\$ 21,450,735	\$ 2,024,869	\$ 4,858,742	\$ 8,734,936	\$ 10,769,763	\$ 6,037,289	\$ 13,118,337	\$ 1,525,000	\$ 4,979,282	\$ 3,698,287	\$ 5,354,901	\$ 1,928,082	\$ 83,288,169

\*Some projects may include an annual 5 percent construction inflation adjustment

**Fairfield Public Schools  
Long Range Facilities Plan  
Summary by Year  
2013-2014**

<b>School</b>	<b>Description</b>	<b>Cost Estimate</b>
<b>Riverfield Elementary School</b>		
	New classroom addition and renovations with core upgrades	\$ 16,735,766
<b>Fairfield Ludlowe High School</b>		
	Major roof replacement	2,792,855
	Enrollment driven renovations and upgrades	8,040,534
	Subtotal Fairfield Ludlowe High School	10,833,389
<b>Fairfield Warde High School</b>		
	Major roof replacement (Phase 2 of a 4 phase program)	1,587,750
	Gross Total	29,156,905
	Estimated DCS Reimbursement	(7,706,170)
	Net Total	\$ 21,450,735

**Fairfield Public Schools  
Long Range Facilities Plan  
Summary by Year  
2014-2015**

<b>School</b>	<b>Description</b>	<b>Cost Estimate</b>
<b>Mill Hill Elementary School</b>	Minor roof replacement*	\$ 461,614
<b>North Stratfield Elementary School</b>	Replace two 1964 boilers*	364,652
<b>Fairfield Warde High School</b>	Replace boiler*	152,500
	Major roof replacement (Phase 3 of a 4 phase program)	1,587,750
	Subtotal Fairfield Warde High School	1,740,250
	Gross Total	2,566,516
	Estimated DCS Reimbursement	(541,647)
	Net Total	\$ 2,024,869

\*Potential short-term capital non-recurring projects

**Fairfield Public Schools  
Long Range Facilities Plan  
Summary by Year  
2015-2016**

<b>School</b>	<b>Description</b>	<b>Cost Estimate</b>
<b>Dwight Elementary School</b>	Major roof replacement*	\$ 1,232,342
<b>Jennings Elementary School</b>	Replace two 1966 boilers*	382,000
<b>Fairfield Ludlowe High School</b>	Replace artificial turf field*	650,000
<b>Fairfield Warde High School</b>	Major roof replacement (Phase 4 of a 4 phase program)	1,587,750
<b>District wide</b>	Security Infrastructure Project*	1,752,000
	Gross Total	5,604,092
	Estimated DCS Reimbursement	(745,350)
	Net Total	\$ 4,858,742

\*Potential short-term capital non-recurring projects



**Fairfield Public Schools  
Long Range Facilities Plan  
Summary by Year  
2016-2017**

<b>School</b>	<b>Description</b>	<b>Cost Estimate</b>
<b>Dwight Elementary School</b>	Playground retaining wall and stairs	\$ 100,000
<b>Holland Hill Elementary School</b>	Project team initial funding and temporary (portable) classrooms	1,240,000
<b>Fairfield Woods Middle School</b>	Roof project	3,000,000
<b>Fairfield Ludlowe High School</b>	Replace two 1971 boilers*	620,000
	New windows	3,907,674
	Subtotal Fairfield Ludlowe High School	4,527,674
<b>District wide</b>	Security Infrastructure Project*	2,020,692
	Gross Total	10,888,366
	Estimated DCS Reimbursement	(2,153,430)
	Net Total	\$ 8,734,936

\*Potential short-term capital non-recurring projects

**Fairfield Public Schools  
Long Range Facilities Plan  
Summary by Year  
2017-2018**

<b>School</b>	<b>Description</b>	<b>Cost Estimate</b>
<b>Holland Hill School</b>	New addtion and renovation	\$ 12,000,000
<b>Tomlinson Middle School</b>	Minor roof replacement*	837,791
<b>Fairfield Warde High School</b>	Artificial turf field*	750,000
	LMC HVAC replacement*	250,000
	Blake tennis courts replacement*	325,000
	<b>Subtotal Fairfield Warde High School</b>	<b>1,325,000</b>
	Gross Total	14,162,791
	Estimated DCS Reimbursement	(3,393,028)
	<b>Net Total</b>	<b>\$ 10,769,763</b>

\*Potential short-term capital non-recurring projects

**Fairfield Public Schools  
Long Range Facilities Plan  
Summary by Year  
2018-2019**

<b>School</b>	<b>Description</b>	<b>Cost Estimate</b>
<b>District wide</b>		
	Emergency light project*	\$ 313,322
	Security Infrastructure Project*	500,000
	Subtotal Fairfield Ludlowe High School	813,322
<b>Sherman Elementary School</b>		
	Renovate and upgrade phase III	3,000,000
<b>Mill Hill Elementary School</b>		
	Project team initial funding	1,500,000
<b>McKinley Elementary School</b>		
	Roof ext. project*	450,000
<b>Roger Ludlowe Middle School</b>		
	Roof ext. project*	950,000
<b>Fairfield Ludlowe High School</b>		
	Tennis courts replacement*	300,000
	Subtotal Fairfield Ludlowe High School	300,000
	Gross Total	7,013,322
	Estimated DCS Reimbursement	(976,033)
	Net Total	\$ 6,037,289

\*Potential short-term capital non-recurring projects

**Fairfield Public Schools  
Long Range Facilities Plan  
Summary by Year  
2019-2020**

School	Description	Cost Estimate
<b>Mill Hill Elementary School</b>		
	New addition and renovations with core upgrades	\$ 15,000,000
<b>Stratfield Elementary School</b>		
	Front façade and cornice wall painting*	351,775
	Front retaining wall*	250,000
	Roof project*	85,000
	Subtotal Stratfield Elementary School	686,775
<b>Fairfield Warde High School</b>		
	New A/C for cafeteria*	750,000
<b>Tomlinson Middle School</b>		
	Ceiling and lights*	668,528
	Gross Total	17,105,303
	Estimated DCS Reimbursement	(3,986,966)
	Net Total	\$ 13,118,337

\*Potential short-term capital non-recurring projects

**Fairfield Public Schools  
Long Range Facilities Plan  
Summary by Year  
2020-2021**

<b>School</b>	<b>Description</b>	<b>Cost Estimate</b>
<b>Fairfield Ludlowe High School</b>	Renovate bathrooms*	\$ 1,125,000
<b>Fairfield Woods Middle School</b>	Elevator project*	150,000
<b>District wide</b>	Portable classrooms*	250,000
	Gross Total	1,525,000
	Estimated DCS Reimbursement	-
	Net Total	\$ 1,525,000

\*Potential short-term capital non-recurring projects

**Fairfield Public Schools  
Long Range Facilities Plan  
Summary by Year  
2021-2022**

<b>School</b>	<b>Description</b>	<b>Cost Estimate</b>
<b>Jennings Elementary School</b>	Renovation Project	\$ 1,705,320
<b>North Stratfield Elementary School</b>	New acoustical ceiling and lights*	335,024
	Roof project	1,815,510
	Subtotal North Stratfield Elementary School	2,150,534
<b>Fairfield Warde High School</b>	Renovate Bathrooms*	1,447,031
<b>Tomlinson Middle School</b>	New windows*	825,000
	Gross Total	6,127,885
	Estimated DCS Reimbursement	(1,148,603)
	Net Total	\$ 4,979,282

\*Potential short-term capital non-recurring projects - Does not include hazardous material testing and cleanup

**Fairfield Public Schools  
Long Range Facilities Plan  
Summary by Year  
2022-2023**

School	Description	Cost Estimate
<b>Sherman Elementary School</b>	Roof replacement*	\$ 1,381,242
<b>Osborn Hill</b>	Renovate Bathrooms*	364,652
<b>Fairfield Warde High School</b>	New windows**	3,150,000
	Gross Total	4,895,894
	Estimated DCS Reimbursement	(1,197,607)
	Net Total	\$ 3,698,287

\*Potential short-term capital non-recurring projects - does not include hazardous material testing and cleanup

**\*\*FWHS**

Does not include hazardous material testing and cleanup.

**Fairfield Public Schools  
Long Range Facilities Plan  
Summary by Year  
2023-2024**

<b>School</b>	<b>Description</b>	<b>Cost Estimate</b>
<b>Dwight Elementary School</b>	Renovation	\$ 4,356,012
<b>Osborn Hill</b>	Roof replacement*	1,409,046
<b>Fairfield Woods Middle School</b>	Renovate Bathrooms*	984,970
	New windows*	825,000
	Subtotal Fairfield Woods Middle School	1,809,970
	Gross Total	7,575,028
	Estimated DCS Reimbursement	(2,220,127)
	Net Total	\$ 5,354,901

\*Potential short-term capital non-recurring projects - does not include hazardous material testing and cleanup



**Fairfield Public Schools  
Long Range Facilities Plan  
Summary by Year  
2024-2025**

<b>School</b>	<b>Description</b>	<b>Cost Estimate</b>
<b>Burr Elementary School</b>	Roof Extension Project*	\$ 500,000
<b>Dwight</b>	Renovate Bathrooms*	303,877
<b>Mill Hill Elementary School</b>	Roof replacement*	1,028,075
<b>District wide</b>	Underground oil tank replacements*	\$ 500,000
	Gross Total	2,331,952
	Estimated DCS Reimbursement	(403,870)
	Net Total	\$ 1,928,082

\*Potential short-term capital non-recurring projects - does not include hazardous material testing and cleanup

**Fairfield Public Schools  
Long Range Facilities Plan  
Future Projects (beyond 2025)**

<b>School</b>	<b>Description</b>	<b>Projected Cost Estimate</b>
<b>System wide</b>	Solar system replacements and/or upgrades at RLMS, FWMS, and TMS.	\$ 250,000
<b>Jennings Elementary School</b>	Roof replacement (2001-2021).	1,550,000
<b>Osborn Hill Elementary School</b>	Addition and Renovations.	3,988,542
<b>McKinley Elementary School</b>	Roof replacement (2003-2018).	1,550,000
<b>Roger Ludlowe Middle School</b>	Roof replacement (2003-2018).	3,000,000
<b>Burr Elementary School</b>	Roof replacement (2004-2023).	1,750,000
<b>FLHS &amp; FWHS</b>	Artificial turf field replacements. (2025-2026)	1,500,000
<b>Transportation Building</b>	Portable classroom replacement.	250,000
<b>District wide</b>	Aboveground Storage Tank (AST) replacements at Dwight, Holland Hill, Jennings, Mill Hill, North Stratfield, Osborn Hill, Riverfield, Sherman, FWMS, FLHS and FWHS.	100,000
<b>Central Office (501 Kings Highway East)**</b>	Leased property	-
<b>Maintenance Office (418 Meadow Street)**</b>	Leased property	-
<b>Fairfield High Schools Walter Fitzgerald Campus (108 Biro Street)**</b>	Leased property	-
	<b>Total</b>	<b>\$ 13,938,542</b>

\*\*Leased property costs have not been determined or included in this long term plan

# Sherman Elementary School

School building core upgrades and renovations with cost estimates

## Space Deficiencies & Core Upgrades

\$	1,000,000	New mechanical means of fresh air ventilation & air conditioning
	220,000	New fire sprinkler system
	17,000	Fire protection improvements
	35,000	Life safety code upgrades
	150,000	New ceiling and lights for portions of school not previously performed
	105,000	Bathroom upgrades (by Gym) that were not previously performed
	20,000	ADA (American Disabilities Act) upgrades
	27,500	HVAC Equipment Controls
	25,000	Security and Safety upgrades
	180,000	APR expansion for increased enrollment
	15,500	Electrical panel upgrades
	45,000	Low voltage upgrades
	100,000	New lockers throughout the school
	55,000	Parking lot upgrades
	500,000	New stage addition off of gymnasium
	150,000	Construction Contingency

\$	355,000	<b>Soft Cost/Miscellaneous items:</b>
		Architectural/Engineering
		Asbestos abatement
		PCB abatement allowance
		Air clearance consultants
		Start up and training to take over new equipment
		Protection and cleaning of school
		Unforeseen conditions during demolition/new construction

**Total Budget Estimate (2017 dollars) \$ 3,000,000**

# Mill Hill Elementary School

School building upgrades and renovations with cost estimates  
**"504 Building Capacity Design"**

## Space Deficiencies

\$ 8,153,300

New Classrooms and Addition(s)

## Core Upgrades

1,000,000	New mechanical means of fresh air ventilation & air conditioning and relocation of existing systems
580,000	Expand Cafeteria/relocate stage to gymnasium addition
335,700	Expand Media Center
275,000	ACT Ceilings and Lights
310,000	ADA compliance
230,000	Expand Kitchen
150,000	Controls
75,000	Lockers
40,000	Life safety code updates (hardware replacements)
160,000	Grounds (paving and striping)
85,000	Fire protection (upgrades)
25,000	Protection Phase
125,000	Cutout & Connection Corridor
25,000	Technology
55,000	Security/Safety
150,000	Expand Serving line
50,000	Classroom relocation allowance
35,000	Electrical (panel upgrade)
17,000	Phone System
25,000	Dedicated Server Room
15,000	Alarms
50,000	FF+E
1,794,000	Construction Contingency

\$ 1,240,000

## Soft Cost/Miscellaneous items

Architectural/Engineering  
 Hazardous Material allowance  
 IAQ Monitoring (Air Clearance Consultants)  
 Start up and training  
 Cleaning of existing building systems  
 Demolition  
 Unforeseen conditions  
 Other

**Total Budget Estimate (2020 Dollars)**

**\$15,000,000**

# Jennings Elementary School

School building core upgrades and renovations with cost estimates

## Space Deficiencies & Core Upgrades

\$	628,360	New mechanical means of fresh air ventilation & air conditioning
	35,000	ADA compliance
	221,320	Expand Media Center
	121,640	Fire protection (add sprinklers)
	95,000	ACT Ceilings and Lights
	25,000	Fire protection (add service)
	5,000	Controls
	100,000	Lockers
	15,000	Technology
	25,000	Security/Safety
	15,000	Classroom relocation allowance
	15,000	Electrical (panel upgrade)
	12,000	Phone System
	7,000	Fire protection (upgrades)
	25,000	Carpeting - Media Center
	5,000	Alarms
	105,000	Construction Contingency

\$	250,000	<b>Soft Cost/Miscellaneous items</b>
		Architectural/Engineering
		Asbestos abatement allowance
		PCB abatement allowance
		IAQ Monitoring (Air Clearance Consultants)
		Start up and training
		Cleaning of existing building systems
		Demolition
		Unforeseen conditions
		Other

**Total Budget Estimate (2022 Dollars) \$ 1,705,320**

# Holland Hill Elementary School

Project Team Initial Funding and Temporary (portable) Classrooms  
**"504 Building Capacity Design"**

\$ 495,500	<b>Architect/Engineers/Consultants</b> Structural Engineer MEP Engineer Civil engineer Landscape Architect Interior/Furniture Designer Lighting Consultant Traffic & Signage Consultant Audio/Visual Consultant Information Technology Consultant Kitchen Consultant Commissioning Agent Cost Estimator
82,000	Environmental/Haz-Mat Consultant
15,000	Surveyor
20,000	Geotech Engineer
25,000	LEED/Green Building Consultant
155,000	Construction Management/Owner Representative
10,000	Legal
49,000	Expenses
250,000	Two Temporary (portable) Classrooms (set-up, FF&E, IT & Security Infrastructure, Lease payment)
\$ 138,500	Contingency & Escalation

**Total Budget Estimate (2016 Dollars)      \$1,240,000**

# Holland Hill Elementary School

School building upgrades and renovations with cost estimates

## "504 Building Capacity Design"

### Space Deficiencies

\$ 6,194,541

### Core Upgrades

\$ 320,500

1,147,500

255,000

320,000

250,000

75,000

92,000

100,000

245,000

25,000

75,000

25,000

155,000

100,000

20,000

35,000

12,000

7,500

580,000

135,000

55,000

1,148,459

\$ 627,500

New Classrooms and Addition(s)

ADA compliance

New mechanical means of fresh air ventilation & air conditioning

ACT Ceilings and Lights

Fire protection (add sprinklers)

Expand Kitchen

Fire protection (add service)

Controls

Lockers

Grounds (paving and striping)

Protection Phase

Cutout & Connection Corridor

Technology

Security/Safety

Expand Serving line

Classroom relocation allowance

Electrical (panel upgrade)

Phone System

Life safety code updates (hardware replacements)

Expand Cafeteria and add new stage addition off of gymnasium

FF + E

Alarms

Construction Contingency

### Soft Cost/Miscellaneous items

Architectural/Engineering-Construction Administration

Hazardous Material allowance

IAQ Monitoring (Air Clearance Consultants)

Start up and training

Cleaning of existing building systems

Removal of temporary portable classrooms

Unforeseen conditions

Owner contingency

Other

**Total Budget Estimate (2016 Dollars) \$ 12,000,000**

# Dwight Elementary School

School building core upgrades and renovations with cost estimates

## Space Deficiencies & Core Upgrades

\$ 1,329,700	ADA compliance
750,000	New mechanical means of fresh air ventilation & air conditioning
434,700	Expand Media Center
287,000	Fire protection (add sprinklers)
50,000	Fire protection (add service)
308,240	ACT Ceilings and Lights
105,000	Grounds (paving and striping)
50,000	Controls
100,000	Lockers
30,000	Life safety code updates (hardware replacements)
25,000	Protection Phase
25,000	Technology
25,000	Security/Safety
15,000	Classroom relocation allowance
15,000	Electrical (panel upgrade)
12,000	Phone System
10,000	Fire protection (upgrades)
10,000	Dedicated Server Room
5,000	Alarms
303,100	Construction Contingency
\$ 466,272	<b>Soft Cost/Miscellaneous items</b>
	Architectural/Engineering
	Asbestos abatement allowance
	PCB abatement allowance
	IAQ Monitoring (Air Clearance Consultants)
	Start up and training
	Cleaning of existing building systems
	Demolition
	Unforeseen conditions
	Other

**Total Budget Estimate (2024 Dollars) \$ 4,356,012**



## Appendix A

### **BUILDING CAPACITY AND UTILIZATION REPORT (Milone & MacBroom February 11, 2016)**

The effective management of school facilities requires a school's capacity and enrollment to be aligned. When capacity exceeds enrollment (underutilization), operational costs are higher than necessary and facilities may need to be repurposed or the facilities may need to be removed from inventory. When enrollment exceeds capacity (overutilization), the school may be overcrowded and may require capital expenditures or redistricting to alleviate the crowding.

The chart belows shows the functional capacities and percent utilization with and without portable classrooms using the Milone and MacBroom approach.

### **Elementary Capacity**

#### **Functional Capacity, With and Without Portable Classrooms**

School	2015-16 Enrollment*	With Portables		Without Portables	
		FPS Functional Capacity	Percent Utilization	FPS Functional Capacity	Percent Utilization
Burr*	424	504	80.6%	504	80.6%
Dwight*	346	378	86.8%	378	86.8%
Holland Hill <sup>1</sup>	407	378	107.7%	315	129.2%
Jennings	320	378	84.7%	378	84.7%
McKinley	433	504	85.9%	504	85.9%
Mill Hill	382	378	101.1%	336	113.7%
North Stratfield	416	504	82.5%	504	82.5%
Osborn Hill	490	504	97.2%	504	97.2%
Riverfield	409	504	81.2%	504	81.2%
Roger Sherman	481	462	104.1%	462	104.1%
Stratfield	442	504	87.7%	504	87.7%
<b>Total PK-5</b>	<b>4,550</b>	<b>4,998</b>	<b>91.0%</b>	<b>4,893</b>	<b>93.0%</b>

\* Includes Pre-K enrollment at Burr and Dwight.

1. Two portable classrooms will be added to Holland Hill for the 2016-17 School Year, bringing its functional capacity with portables to 420 students

Pre-K programs at Burr and Dwight are half Day programs that share a classroom. Therefore, only half Pre-K enrollment was used in utilization calculations.

## **Appendix B**

### **PORTABLE CLASSROOM STUDY**

**T. Cullen**  
**May 24, 2016**

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#### **SHERMAN ELEMENTARY SCHOOL**

- A. HAS 1 PORTABLE CLASSROOM.
- B. BY COMPANY: CARPENTER.
- C. YEARS INSTALLED:  
2003 - (moved from FHS) – Purchase 2001.

#### **MILL HILL ELEMENTARY SCHOOL**

- A. HAS 5 PORTABLE CLASSROOMS.
- B. BY COMPANIES: CARPENTER and M-SPACE.
- C. YEARS INSTALLED:  
2000 - Purchase.  
2001 - Purchase.  
2008 - (3 classrooms) - Purchase.

#### **HOLLAND HILL ELEMENTARY SCHOOL**

- A. HAS 5 PORTABLE CLASSROOMS.
- B. BY COMPANIES: G.E., CARPENTER, NAME TO BE DETERMINED FOR NEW PORTABLES
- C. YEARS INSTALLED:  
2016 – (2 Classrooms) Lease.  
2007 - (2 classrooms) - Purchase.  
2000 - Purchase.

#### **JENNINGS ELEMENTARY SCHOOL**

- A. HAS 1 PORTABLE CLASSROOM.
- B. BY COMPANY: G.E.
- C. YEAR INSTALLED:  
2002 - Purchase.

**The following Elementary Schools DO NOT have any portable classrooms:**

- A. BURR ELEMENTARY SCHOOL
- B. DWIGHT ELEMENTARY SCHOOL
- C. MCKINLEY ELEMENTARY SCHOOL
- D. NORTH STRATFIELD ELEMENTARY SCHOOL
- E. OSBORN HILL ELEMENTARY SCHOOL
- F. RIVERFIELD ELEMENTARY SCHOOL
- G. STRATFIELD ELEMENTARY SCHOOL

**The following Middle Schools DO NOT have any portable classrooms:**

- A. FAIRFIELD WOODS MIDDLE SCHOOL
- B. ROGER LUDLOWE MIDDLE SCHOOL
- C. TOMLINSON MIDDLE SCHOOL

**The following High Schools DO NOT have any portable classrooms:**

- A. FAIRFIELD LUDLOWE HIGH SCHOOL
- B. FAIRFIELD WARDE HIGH SCHOOL
- C. FAIRFIELD HIGH SCHOOLS WALTER FITZGERALD CAMPUS

**TRANSPORTATION**

- A. HAS 1 PORTABLE CLASSROOM.
- B. YEAR INSTALLED:  
2009 – (moved from Osborn Hill) – Purchase 2000.

<b>TOTAL:</b> <b>13</b> Portable Classrooms
<b>12</b> Are at Elementary Schools

**Regular Meeting Minutes  
Fairfield BoE, June 7, 2016**

**NOTICE: A full meeting recording can be obtained from Fairfield Public Schools. Please call 203-255-8371 for more information and/or see the FPS website (under Board Meeting Minutes) for a link to FAIRTV.**

*Call to Order of the Regular Meeting of the Board of Education and Roll Call*

Chairman Philip Dwyer called the Regular meeting to order at 7:55PM. Present were members Eileen Liu-McCormack, Marc Patten, Donna Karnal, Jessica Gerber, Philip Dwyer, Anthony Calabrese, Trisha Pytko, Jennifer Maxon-Kennelly and John Llewellyn. Others present were Superintendent Dr. David Title (arrived late), Ludlowe student representatives Mihir Nene and Isabella Frango, Warde student representatives Ashley Agrello and Brittany Shuster, members of the central office leadership team, and approximately 50 members of the public.

The Board recognized the Fairfield Ludlowe High School Frisbee Club for winning the State Championship. The Club Advisor is Mr. Reindel.

*Student Reports*

Mr. Nene and Ms. Frango reported for Fairfield Ludlowe High School: Senior internships are nearly over, finals have begun, the acapella concert takes place tonight and both proms were fun and successful.

Ms. Agrello and Ms. Shuster reported for Fairfield Warde High School: The students thanked Dr. Title and Mrs. Parks for all they have done for the district; National Honor Society inductions took place; senior exams began today; both proms were successful; senior awards night and graduation take place next week.

Mrs. Gerber added that Boys Baseball and Girls Lacrosse both won games earlier in the evening and will both be in the state finals.

Mrs. Maxon-Kennelly mentioned that the FWHS woodworking exhibit usually takes place around this time.

Mrs. Liu-McCormack thanked the students for attending the meetings and asked for pearls of wisdom before they leave the district. Mr. Nene thanked his teachers and said they should keep doing what they have been doing; he will attend UCONN. Ms. Frango thanked the Board for the wonderful experience; she will attend Fairleigh Dickinson. Ms. Agrello and Ms. Shuster are juniors.

*Presentation*

*Demonstration of Instructional Integration of Technology through Student Work*

Mrs. Parks said student presenters will show their work and share how technology in the classroom has helped learning on many different levels. She introduced Ms. Byrnes, Manager of Information Technology. Representing the elementary level, Ms. Callahan and her students showed the Board the license plate project that used cloud-based Wixie. Students also wrote letters to Governor Malloy recommending their license plate designs and then recorded themselves reading their letters. Ms. Proskinitopoulos represented the middle school level and her students showcased the creation of a Google Site page, Google slide show, and Glogster multimedia project and video. At the high school level, Ms. King and her student presented OneNote, Google classroom and Easy bib. Each project involved independent research, writing, presentation speaking, and technical skills.

*Old Business*

*Adoption of Policies*

Mrs. Maxon-Kennelly moved, Mrs. Gerber seconded that the Board of Education adopt policies 5144.4, 5145.511, 6121, 6171.2, 0521, 3515."

Mrs. Maxon-Kennelly said the Board had no questions on these policies.

**Motion Passed: 9-0**

*Approval to Delete Policy 4400*

Mrs. Maxon-Kennelly moved, Mrs. Gerber seconded that the Board of Education approve the deletion of Policy 4400.

Mrs. Maxon-Kennelly explained that this policy is contained verbatim in another policy and is redundant.

**Motion Passed: 9-0**

<i>New Business</i>
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*Approval of Plans for the Safety and Security Projects*

Mrs. Gerber moved, Mr. Calabrese seconded that the Board of Education approve the plans and specifications for the Safety and Security Projects TMP-051-VCHD/Burr Elementary School, TMP-051-KDWD/Dwight Elementary School, TMP-051-TNGL/Jennings Elementary School, TMP-051-XVNV/McKinley Elementary School, TMP-051-VPSP/Mill Hill Elementary School, TMP-051-CXVM/North Stratfield Elementary School, TMP-051-VNWS/Osborn Hill Elementary School, TMP-051-FFBN/Riverfield Elementary School, TMP-051-WDJH/Sherman Elementary School, TMP-051-FBMP/Stratfield Elementary School, TMP-051-ZJVV/Fairfield Woods Middle School, TMP-051-FFQP/Roger Ludlowe Middle School, and TMP-051-WTLQ/Tomlinson Middle School.

Mr. Morabito said this is a part of the standard process for state reimbursement, each school location must be filed separately.

Mr. Llewellyn had some questions on documents the Board received on this matter that were marked confidential. He asked if it was a RFP, as portables were mentioned. Mr. Morabito said the specification was real, the invitation to bid that was provided was just an example of a bid form; the portables that were mentioned are not applicable to this project.

Mr. Dwyer added that security upgrades for each school should not be divulged.

Mrs. Liu-McCormack confirmed with Mr. Morabito that the Board is not being asked to approve portables. He confirmed that.

Mrs. Maxon-Kennelly asked if it was a realistic timeline. Mr. Morabito said that would depend on state approval.

Mr. Llewellyn asked about the timeline, process and cost. Mr. Morabito said it is conceivable that work will be done in the summer; the funding for this particular project is just over a million dollars.

Mr. Dwyer said this implements the RTM's allocation of the first and second year funding of the security infrastructure. State reimbursement requires several re-affirmation votes.

Mr. Patten asked if the project was on budget. Mr. Morabito said it matches the funding that is in place, supplemental funding is needed for the remaining buildings; the approximate \$200K in state reimbursement will serve to offset a majority of that request. Initially, the project was not expected to be reimbursable but now it is.

Mrs. Liu-McCormack asked if the Board was being asked to approve all plans based on the sample document provided. Mr. Morabito said he would be happy to provide each school's plans at the Board's request but he didn't want to inundate the Board with multiple and repetitive documents.

Mr. Llewellyn asked if the project is already over-budget – will there be a re-approval? Mr. Morabito said another approval will be required when projects that are not listed are funded.

**Motion Passed: 9-0**

*Approval of Participation in the Healthy Food Certification Program*

Mrs. Maxon-Kennelly moved, Mrs. Gerber seconded that the Board of Education approve participation in the Healthy Food Certification Program for the school year 2016-2017 with the exclusion of the sale of food and the sale of beverages not listed in section 10-221q of the Connecticut General Statutes: (1) sold in connection with an event occurring after the end of the regular school day or on the weekend; (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store.

Mrs. Munsell introduced Whitsons Food Service Employees Mr. Gersbeck, Mrs. Gersbeck and Ms. O'Malley. The Whitsons website includes an interactive nutrition calendar that totals meal calories, saturated fat and other nutrition information. Mr. Gersbeck said sushi-day has been very popular at the secondary level.

Mrs. Liu-McCormack asked what was done with the leftover uneaten fruit from student meals. Ms. O'Malley said this is not much of a problem at the elementary level, and is more of an issue at the secondary level. The secondary level has a sharing table where students can place uneaten fruit.

**Motion Passed: 9-0**

Mr. Llewellyn

- Questioned the 2% decrease in meal count as shown on the meal comparison sheet. Mr. Gersbeck said there is a slight decline in enrollment; Whitsons will incorporate student survey stations to get feedback.
- Questioned why food purchases went down. Mr. Gersbeck said this year Whitsons could manage cheese and meat purchases through bulk purchasing. Staff is also more experienced.
- Questioned why payroll and other expenses went down. Mr. Gersbeck said in addition to added experience, there were some retirements.
- Questioned the amount of district expenses and the guaranteed minimum. Mrs. Munsell said some equipment was purchased and the district was not reimbursed for Sandy expenses. There is no way to predict total district expenses for year-end. The guaranteed minimum is \$143K and has the potential to grow higher as it did this year to nearly \$175K.
- Is there a contract in place for next year? What will the guaranteed minimum be? Mrs. Munsell said the contract for next year is in process.

Ms. Karnal asked if fruit and water come with the meal. Ms. O'Malley said yes, this is a requirement under the federal regulations; students are aware of this requirement. Milk or juice is offered with the meal; bottled water is not included as potable water is available.

Ms. Pytko asked if signage exists in the lunchroom for the students and was told yes. Mrs. Munsell said a sample meal is on display for the students.

Mr. Patten asked if signage alerts students to the option of unlimited fruit and vegetable offerings. Ms. O'Malley said yes. Mr. Patten asked if food service equipment repairs are always included in the food service district expenses, not the operating budget, and Mrs. Munsell said yes.

Mr. Dwyer confirmed with Mrs. Munsell that if the \$80K in column 4 were the actual year-end number, that would add to the operating surplus for food services.

Mr. Patten asked if the surplus could only be used for food service items and repairs and Mrs. Munsell said yes.

Mrs. Liu-McCormack asked about recycling fruits at the elementary level and Ms. O'Malley said she plans to work on that next year. Currently, the unused fruit has to be thrown away, but CT legislation is in the works to so that it can be donated to food shelters. Regulations don't prohibit the middle schools from using baskets for students to either place or take appropriately packaged fruit.

Mrs. Maxon-Kennelly clarified that since there is no increase in lunch prices, no vote is required.

*First Reading of Policies 3170, 3542.33, 4111.1, 4112.5, and 4212.5*

Mrs. Maxon-Kennelly said these policy changes are due to compliance.

Mr. Llewellyn said it seems that policy 3170a that gives the ability to transfer more than \$10K is dictating the need to allocate funds up front, which is in opposition to what was said at the last meeting. Dr. Title said the only change in this policy is adding a line that was added to the statute that says we have to inform the Town, where it used to be the Board of Finance. As related to the 16/17 budget, we will actually under expend, not over expend; nothing has to be done.

<i>Approval of Minutes</i>
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*Approval of the Minutes of the May 5, 2016 Regular Meeting*

Mrs. Gerber moved, Mrs. Maxon-Kennelly seconded that the Board of Education approve the Minutes of the Regular Meeting of May 5, 2016.

**Motion Passed: 6-3**

Favor: Mr. Patten, Mrs. Gerber, Mr. Dwyer, Mr. Calabrese, Ms. Pytko, Mrs. Maxon-Kennelly

Oppose: Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn

*Approval of the Minutes of the May 17, 2016 Regular Meeting*

Mrs. Gerber moved, Mrs. Maxon-Kennelly seconded that the Board of Education approve the Minutes of the Regular Meeting of May 17, 2016.

Mr. Llewellyn said the minutes did not reflect the exchange that occurred at the beginning related to public comment - an individual wanted to speak about the textbook but was told speak at the time of the vote. He read the public comment bylaw and felt the person should have been allowed to speak.

Mr. Dwyer said the intent of the bylaw revision was to have discussion item comments at the beginning of the meeting and voting item comments at the time of the vote.

Mr. Llewellyn moved, Ms. Karnal seconded to amend the minutes by adding, on page one, just before "Old Business", "Mr. Dwyer stated a member of the public could not make comment on a voting item during public comment at the beginning of the meeting. Mr. Llewellyn questioned the ruling, stating it did not conform to the bylaws. Mr. Dwyer overruled and did not allow public comment."

Mr. Llewellyn said published bylaws don't speak to intent. He re-read the bylaw.

Ms. Karnal asked why the person was stopped from speaking. Mr. Dwyer said the process that is now followed is due to the last adoption of the bylaws, which was done around January 2016.

Mr. Llewellyn asked Mr. Dwyer if his recollection was that he has followed this process since January and Mr. Dwyer said it was.

**Motion to Amend Failed: 3-6**

Favor: Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn

Oppose: Mr. Patten, Mrs. Gerber, Mr. Dwyer, Mr. Calabrese, Ms. Pytko, Mrs. Maxon-Kennelly

Mrs. Liu-McCormack moved, Mr. Llewellyn seconded to amend the minutes by adding the language in red:

"Mrs. Liu-McCormack questioned if 1 or 2 months of data would be sufficient for Mr. Wakeman to put some data

together and wondered about amending her motion. **We have not had a full presentation on rationale for purchasing this book. I withdraw the motion and would amend it.**

Mr. Dwyer noted that since the motion is now the Board's, a vote is required on the current motion before fashioning another. **We need to act on that motion then you can amend.**

Ms. Karnal said the Board last voted on this in 2011 and she doesn't see the need to rush the purchase. Mr. Dwyer said the Board has looked at various math topics over the years and he is ready to act.

Motion Failed: **Vote is to postpone vote indefinitely: 3-6**

Favor: Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn

Oppose: Mr. Patten, Mrs. Gerber, Mr. Dwyer, Mr. Calabrese, Ms. Pytko, Mrs. Maxon-Kennelly

**Mr. Dwyer –Back to the Main Motion**

**Mrs. Liu-McCormack –I would like to make a motion (59:48)**

**Calabrese – I would like to Call to Question (59:50)**

**Mrs. Liu-McCormack - Mr. Dwyer, I wanted to make a motion but you would not let me and told me to wait. So I waited and I wanted to make the motion to change it to a date certain.**

**Mr. Dwyer- Well there has been a motion to ....**

**Mrs. Liu-McCormack – I bet him when I called the motion before he called “Call to Question.”**

**Mr. Calabrese – We disagree.**

**Mrs. Liu-McCormack - We can go back to the tape to see it.**

**Mr. Dwyer – Does not acknowledge that Mrs. McCormack made motion first and he states that there has been a motion to Call to Question. He asks Mrs. Gerber to second that.**

**Mrs. Liu-McCormack – She can second my motion.**

**Mrs. Gerber – Instead, she seconds the motion to Call to Question**

**Mr. Dwyer – A motion to Call to Question is not debatable. That will end debate on this particular motion then we can take action directly to the main motion to Approve Bridges 2nd edition for the elementary math curriculum.**

**Mr. Llewellyn- You are calling to question specifically what?**

**Mr. Dwyer – That the board of education approve Bridges 2nd edition as the recommended elementary math textbook. That is the question on the table.**

**Mrs. Liu-McCormack – I want to call a Point of Order.**

**Mr. Dwyer – All those in favor please raise your hands.**

**Mr. Calabrese moved, Mrs. Gerber seconded to call the question.**

**Motion Passed: Call to Question Motion Vote 6-3”**

Mrs. Liu-McCormack said the point remains that a whole series of motions was not recorded – a problem that should be called out and recognized.

Mr. Llewellyn agreed.

Mrs. Gerber said the language is not correct, it does not accurately represent what was said, and it is a transcript.

Mr. Patten added that when someone calls the question – all activity stops and it doesn't matter what anyone else says; he does not support the amendment.

Mr. Llewellyn asked if he looked at the time of Mrs. Liu-McCormack's comments and said that she spoke first.

Mr. Dwyer added that some Board members speak when they have not been recognized.

Mrs. Liu-McCormack said she wanted to convey and emphasize the discretion of the Chair to overrule and call to question – without respecting the community or Board members.

#### **Motion to Amend Failed: 3-6**

Favor: Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn

Oppose: Mr. Patten, Mrs. Gerber, Mr. Dwyer, Mr. Calabrese, Ms. Pytko, Mrs. Maxon-Kennelly



Ms. Karnal moved, Mrs. Liu-McCormack seconded to amend the minutes on the top of page 3 from:

"Ms. Karnal said the Board last voted on this in 2011 and she doesn't see the need to rush the purchase. ", to

"Ms. Karnal said the Board last voted on this in 2011 so why would we rush into purchasing the wrong book."

Ms. Karnal thanked Mrs. Gerber for checking the tape, and Mrs. Gerber said she appreciated the timely notice of the amendment.

**Motion to Amend Passed: 9-0**

**Motion to Approve the Meeting Minutes from May 17, 2016 as Amended Passed: 7-2**

Favor: Mr. Patten, Ms. Karnal, Mrs. Gerber, Mr. Dwyer, Mr. Calabrese, Ms. Pytko, Mrs. Maxon-Kennelly

Oppose: Mrs. Liu-McCormack, Mr. Llewellyn

*Approval of the Minutes of the May 25, 2016 Special Meeting*

Mrs. Gerber moved, Mrs. Maxon-Kennelly seconded that the Board of Education approve the Minutes of the Special Meeting of May 25, 2016.

Mr. Llewellyn moved, Mrs. Liu-McCormack seconded to amend the minutes by striking the first sentence on page 3 and replacing it with: "Mr. Llewellyn wanted to avoid assumptions and ensure that the new contract specifies that Dr. Title would be moving to the new insurance plan, Partnership 2.0, as all employees in Central Office will be doing as of July 1, 2016."

Mr. Llewellyn wanted to include the specificity of moving to the Partnership Plan.

**Motion to Amend Failed: 3-5**

Favor: Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn

Oppose: Mr. Patten, Mrs. Gerber, Mr. Dwyer, Mr. Calabrese, Ms. Pytko

*Mrs. Maxon-Kennelly was not in the room for the vote.*

Mr. Llewellyn moved, Mrs. Liu-McCormack seconded to amend the minutes by striking the 5<sup>th</sup> sentence on page 3, starting with "Mr. Llewellyn asked.." and replacing it with: "Mr. Llewellyn asked how the \$483.17 raise would calculate into overall retirement benefits, does it extend in perpetuity? He is concerned about costing the state taxpayers an incremental percent of the almost \$6,000. To avoid ambiguity, we can accomplish the same thing but not possibly put the burden on the state taxpayers."

Mr. Llewellyn said this adds to his intent and eliminates the ambiguity regarding the costs in perpetuity.

Mr. Dwyer said he opposes the motion, these questions came up and he communicated this all to the Board – the move to the Partnership 2.0 and the zero impact of the raise.

Mr. Llewellyn said this was communicated after the meeting and the minutes should reflect the knowledge at the time.

**Motion to Amend Failed: 3-5-1**

Favor: Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn

Oppose: Mr. Patten, Mrs. Gerber, Mr. Dwyer, Mr. Calabrese, Ms. Pytko

Abstain: Mrs. Maxon-Kennelly

Mr. Llewellyn moved, Mrs. Liu-McCormack seconded to amend the minutes by striking the 7<sup>th</sup> sentence on page 3,

starting with “Mr. Llewellyn said...” and replacing it with: “Mr. Llewellyn said that no one can answer if the incremental \$6,000 times whatever the multiplier is for retirement will go into perpetuity or not. So, if the intent is another \$483 then I would think this board would be indifferent, and to be more conservative give the \$483 as a bonus rather than take the risk that \$6,000 would go into perpetuity.”

Mr. Llewellyn says this has a different essence from what was written, and the minutes from 4 years ago are much different.

Mrs. Maxon-Kennelly defers to the secretary. She added that there was a change in the bylaws and this is reflected in how the minutes are written today versus before.

Mrs. Gerber said that she did have a chance to review what was said and that Mr. Llewellyn is including a lot more detail than she thinks is necessary. Also, the very next day, information was made available that made it abundantly clear that there would be no cost in perpetuity and she doesn’t see the need to keep hammering this out.

Mr. Dwyer said this is a continuation of the debate on minutes.

Mrs. Liu-McCormack said the minutes should accurately reflect the moment and not be colored by future events – she said a transcription service should be investigated.

Mrs. Maxon-Kennelly appreciates what has been pointed out, but the Board must accept a slightly muted shade of color – otherwise we need a transcription service. She does not support the amendment.

Mrs. Karnal said it is unfair to vote on something without all the information.

Mrs. Liu-McCormack asked if anyone had looked into the costs of a transcription service

Mrs. Gerber said a transcription service has been investigated and is approximately \$1300 per meeting – minimum and could be more if Board members talk a lot.

Mr. Llewellyn said the concept was to make it a bonus rather than a raise and the purpose was to avoid burdening the state taxpayers.

**Motion to Amend Failed: 3-5-1**

Favor: Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn

Oppose: Mrs. Gerber, Mr. Dwyer, Mr. Calabrese, Ms. Pytko, Mrs. Maxon-Kennelly

Abstain: Mr. Patten

**Original Motion to Approve the May 25 Special Meeting Minutes Passed: 6-3**

Favor: Mr. Patten, Mrs. Gerber, Mr. Dwyer, Mr. Calabrese, Ms. Pytko, Mrs. Maxon-Kennelly

Oppose: Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn

<i>Superintendent Report</i>
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*Update on District-Wide Initiatives*

Dr. Title first congratulated the FWHS Baseball team and the FWHS Girls Lacrosse teams, both are going to the finals. He then presented the 2015-2016 District-Wide Initiatives Update and said he is pleased with the progress. This is the first time the initiatives have been tied to the District Improvement Plan. Six initiatives do not fall within the Specific Actions of the District Improvement Plan, but are still being done. Initiatives that are in progress will be carried over into the next year. He also reviewed this with Dr. Tracy and he will have a hand in where we are headed next year. Some are multi-year initiatives. Single year initiatives that are complete become part of standard operating procedures, rather than being change initiatives.

Mr. Dwyer thanked Dr. Title for the report covering a year’s worth of work.

Mr. Patten thanked Dr. Title.

- In #24 – what level science teachers and what is next for online training? Mrs. Parks said she has a connection with Pfizer in developing training for secondary teachers; online module review and feedback are next.
- In #25 – Is thrilled to see this and he thanked Ms. Leonardi. Ms. Leonardi thanked the Board and said ESS offers a higher level of therapeutic care and support for students. Data reports should be ready at the end of school; first-year data looks positive. There is potential to move this to the middle schools.

Mrs. Maxon-Kennelly thanked Dr. Title for the report.

- In #6, do you see Capstone impacting graduation requirements? Dr. Boice said not yet, that is a few years away.
- To what degree is Capstone tied to newly passed Mission and Goals? Dr. Boice said all are aligned to the academic expectations rubric which is tied to the Mission and Goals.
- In #28, all policies will only be available online – no more binders or paper updates.

Mr. Llewellyn asked if the entire Board could be copied on extensive responses and Dr. Title said yes.

- In #32, were folks in the district that shouldn't be? Dr. Title said that every referral is investigated and it is time consuming and laborious; we may want to employ another person or firm to outsource this. The other issue is tightening registration; it is hard to legally unregister someone who is already in; it is much better to address at the time of registration. Mrs. Parks added that registration information was previously entered inconsistently, but is now centralized. There have been several residence hearings that we have won, but it is a huge amount of work – she commended the staff, the registrar and the kindergarten registration secretaries. The Board of Health is helpful with determining how many people can live at one address; daily surveillance is sometimes required. Anonymous tips come in from the community. Mr. Cullen said approximately 60 successful investigations are done each year. Mr. Llewellyn felt this is a good investment.

Mr. Calabrese wanted to gauge the Board's opinion and interest on #14 – and asked about the non-resident tuition and the expected timeline. Ms. Leonardi said tuition would be equal to the rate of CES, approximately \$60K per student. Additional ESS time in the building might be needed. Students would be placed throughout the year. Marketing materials have to be developed; the students would need to be assessed by PPT from both districts.

Ms. Pytko asked if the students would be from the same or different districts, and how would this impact transportation? Ms. Leonardi said students would come from multiple districts; transportation would be provided by the sending district.

Mrs. Gerber asked if these students would take the place of Fairfield students. Ms. Leonardi and Ms. Donowitz said no; other districts have reached out to us for this model.

- How would you address a high demand for those 5 spots, would you meet with each student? Ms. Leonardi said it would all start with paperwork – once the cap of 5 is reached, we would not look further.
- Is the goal to eventually have that student return to their home district or graduate? Ms. Donowitz said the goal is a high school diploma.

Mrs. Maxon-Kenelly said her initial reaction is very favorable. She asked if Fairfield had received inquiries throughout the year to attend this program. Dr. Title said yes, from smaller districts. The expected revenue would partly address the ECS cut. The WFC program has come a long way under Gayle's leadership. The current tuition policy would have to change; a motion could be crafted to approve this at the next meeting. Mrs. Maxon-Kennelly said Policy 3230 would have to be changed - what controls do we have over who comes in to the district? Ms. Leonardi said contract language would allow a student to transition out if the placement is not working. Ms. Donowitz said districts are accustomed to such agreements.

At 10:52PM, Mr. Patten moved, Ms. Karnal seconded to suspend the rules and extend the meeting to 11:15PM.

**Motion Passed: 9-0**

Mr. Patten said kudos to Dr. Title for this type of thinking and he feels it is good for the community.

Ms. Karnal asked about the average cost of an outplacement. Ms. Leonardi said the cost can range from \$60K to \$250K. Small class sizes would be needed with strong mental health supports and positive behavioral supports.

Mrs. Liu-McCormack asked if this is similar to a therapeutic day school. Ms. Leonardi said no.

- Who are we targeting? Ms. Leonardi said bright and capable students who benefit from positive behavioral supports.
- Is this envisioned as a first step? Ms. Leonardi said this is a model that can be sustained and is an opportunity to explore a revenue source.
- Have we ever done this? Ms. Leonardi said this was previously done around 17 years ago for deaf education.
- Asked about the ratio of Fairfield vs. non-Fairfield students in the program. Ms. Leonardi said the contract language allows for students to transition out; the Board can decide the required ratio of Fairfield students, but she anticipates an ongoing need for this program for Fairfield students.

Mr. Llewellyn asked if this would be tracked in a separate fund. Dr. Title said it would be revenue. Ms. Munsell said that it could be set up separately.

- What is the notice period if a selection doesn't work out? Ms. Leonardi said the standard practice is 30 days.
- Would these students receive ESS services, and could there be tier pricing? Ms. Leonardi said yes to both.
- Is WFC good enough to accept these students? Ms. Leonardi said students and parents are pleased; there is plenty of work to be done, but through all the work that has been done, the program is getting positive attention from Fairfield County districts. The first priority is Fairfield students; school improvement data is being prepared.

Mr. Dwyer likes the idea and it is also a revenue generator. He would like the Board to act on this at the next meeting and Dr. Title said he could prepare something in writing.

Mr. Llewellyn said with rolling admissions, there is no need to rush to act. He feels this was shoehorned into this meeting.

Mrs. Maxon-Kennelly said she resents the word shoehorn, it is simple math, there has been a 40 minute discussion on this item, let's bring it forward and make a decision.

Mr. Llewellyn said this Board can't do simple math.

Ms. Pytko said she is happy with this update, and pointed out the HYA staff survey showed that 80% of the teachers wanted more input and she hopes that gets included in the District Improvement Plan.

Mr. Dwyer asked the Board to read the Holland Hill Building Committee Minutes.

<i>Adjournment</i>
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Meeting adjourned automatically at 11:15 PM.

*Respectfully Submitted by  
Jessica Gerber  
Secretary, Fairfield Board of Education*

DRAFT

**Regular Meeting Minutes  
Fairfield BoE, June 21, 2016**

**NOTICE:** A full meeting recording can be obtained from Fairfield Public Schools. Please call 203-255-8371 for more information and/or see the FPS website (under Board Meeting Minutes) for a link to FAIRTV.

*Call to Order of the Regular Meeting of the Board of Education and Roll Call*

Chairman Philip Dwyer called the Regular meeting to order at 7:37PM. Present were members Donna Karnal, Jessica Gerber, Philip Dwyer, Anthony Calabrese, Trisha Pytko, Jennifer Maxon-Kennelly and John Llewellyn. Eileen Liu-McCormack and Marc Patten were not present. Others present were Superintendent Dr. David Title, members of the central office leadership team, and approximately 10 members of the public.

Mr. Dwyer took a moment of personal privilege to thank Mr. Rodrigues, the Central Office custodian, and wish him well in his new assignment. Mr. Calabrese and Mrs. Gerber echoed the sentiment. Mr. Rodrigues responded that it has been a pleasure working at Central Office.

*Old Business*

*Adoption of the following policies:*

Adoption of Policy 3170 – Business/Non-Instructional Operations/Budget/Education Budget Implementation ([Combined Policies 3120 and 3120.2 and re-codified](#))

Adoption of Policy 3542.33 – Business/Non-Instructional Operations/Food Sales Other Than National School Lunch Program ([Policy 3712 re-codified](#))

Adoption of Policy 4111.1 –Personnel/Certified/Permanent Personnel/Non-Discrimination, Affirmative Action: Equal Opportunity ([Policy 4111 re-codified](#))

Adoption of Policy 4112.5, 4212.5 – Personnel/Certified, Non-Certified/Appointment and Conditions of Employment/Security Check, Fingerprinting ([Policy 4124 re-codified](#))

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion “that the Board of Education adopt policies 3170, 3542.33, 4111.1, 4112.5 and 4212.5.”

Mrs. Maxon-Kennelly said this is all clean-up, and the policy committee did not delve into the language.

**Motion Passed: 7-0**

*New Business*

*Approval of the Fairfield Ludlowe High School Education Specifications Revision*

Mrs. Gerber moved, Mr. Calabrese seconded that the Board of Education approve the changes to the educational specifications for Fairfield Ludlowe High School High School Project 051-0127 EA/EC/RR.

Mr. Donald referenced the amendment on page 4 regarding encapsulation, highlighted in yellow, which will result in significant cost savings.

Mr. Dwyer confirmed that the referenced amendment is the only change being made to the Ed-Specs.

Mrs. Gerber mentioned that the language is the same for the Holland Hill Ed-Specs. The EPA is comfortable with some encapsulation.

Mr. Dwyer said the Board’s role is to approve the Ed-Specs, the Town bodies manage it thereafter.

Mr. Llewellyn asked:

- What is the cost difference of encapsulate vs. abate, and will some be abated? Mr. Donald said he was not sure of the cost, but the removal and disposing of bricks is more expensive. Mr. Morabito added that removal will happen in

areas where a person might come in contact with the material, encapsulation will take place on the upper floor on the outside. Ease of access and header issues were considered.

- What is the current estimate? Mr. Morabito said \$3.9 million which includes escalation and \$550K of contingency.
- Has the EPA signed off on this? Mr. Morabito said yes, back in December the abatement plan was approved.
- Why was this not acceptable a few years ago? Mr. Morabito said asbestos was at one time encapsulated, which was not to the benefit of the district. The EPA interpretation of regulations has somewhat eased. Other districts use encapsulation. Bids have been received and we are waiting for funding approval. Gilbane does the hiring of contractors experienced with PCB encapsulation.

*Public Comment:*

Christine Vitale, Verna Hill Road: Supports moving forward if EPA signs off.

**Motion Passed: 7-0**

Mrs. Gerber said the building committee will appear before the RTM next Monday.

*Financial Report and Approval of Budget Transfers for the 2015-2016 Fiscal Year*

Mrs. Maxon-Kennelly moved, Mrs. Gerber seconded that the Board of Education approve the line item transfers for the 2015-2016 fiscal year as detailed in the Financial Statement per Enclosure no. 2.

Mrs. Munsell reviewed the financial report and the proposed budget transfers for the 2015-2016 fiscal year; projected balances are still estimates and subject to change until the end of July when the year is officially closed. Dr. Title added that actual requests can be seen in column 3.

Mr. Dwyer said the pension and 401(a) has been highlighted for several quarters.

Mr. Llewellyn asked for detail behind the 401(a) as previously requested. Mrs. Munsell said she would provide that.

- On page 1 of 2 – why are 303, 307 and 329 over budget? Mrs. Munsell said Pupil Personnel expenses are the result of specific needs of students; we are mandated to provide these services and they are difficult to predict and include OT/PT; Other Services are the professional consultants and expenses; tuition is the outplacements.
- Are there no legal expenses in 303 or 307? Ms. Munsell said no.
- Please be more specific on why 303 is so far over? Ms. Leonardi said these accounts are historically underfunded and contain some items that are unknown in October and cover OT/PT, outplacements, foster care placements for students already in outplacements, and settlement agreements for a portion of tuition. There is a dramatic increase in the need for psychiatric evaluation of students at \$3000-\$5000 per student. Neurological evaluations can range from \$4000-\$10,000. The ESS program is directly attributable to the impact of the tuition line; Dr. Title added that this is one of the better years for the tuition line.
- Has there been any cost overrun for ESS? Ms. Leonardi said no, it came in at \$597K. There are consultations for other things such as autism, psychiatrists, medical centers, augmentative communication specialists for non-verbal students, and assistive technology specialists.
- The \$300K at the bottom of the budget transfer page is for unbooked charges that are expected to be incurred? Mrs. Munsell said yes - that's what it was at that time.
- Page 2 of 2, line 305 under Maintenance – why over budget? Ms. Munsell said that includes the redistricting study by Milone and MacBroom Consultants and the hot water issue at Warde.
- What was forgone in maintenance? Mr. Cullen said the FWHS library HVC unit, based on bids coming in and the size and reach of the crane required, the lowest bid was \$187K and \$127K was budgeted. He still has to do this project and plans to request a short-term bond.

Ms. Karnal asked about the legal fees. Ms. Munsell referred her to page 2, line 305. A breakdown of legal fees were recently provided in the 3<sup>rd</sup> quarter financial report.

- Can they be provided at the year-end? Dr. Title yes, and noted that legal fees are within budget this year.
- Can the PPE expenses be budgeted so that we are not so off-target? Dr. Title said these costs are volatile, but there was an effort to do this by increasing funding in all 3 of those accounts in next year's budget. Ms. Leonardi added that we must meet a student's federal entitlement.
- Has the ESS program helped to mitigate some of the costs? Ms. Leonardi said the positive impact is that students are remaining with us, there may be savings in areas like transportation. Students and parents are expressing positive feedback.
- Who negotiates the OT/PT contracts? Ms. Leonardi said that she does – Fairfield Public Schools has the best rates in Fairfield County, due to volume discount.

Ms. Pytko asked whether 303 includes speech. Ms. Leonardi said a small amount as related to homebound. We use our own speech pathologists for our students.

### **Motion Passed: 7-0**

#### *Approval of Walter Fitzgerald Campus Tuition Program*

Mr. Calabrese moved, Mrs. Gerber seconded that the Board of Education approve the Walter Fitzgerald Campus Tuition Program as detailed in Enclosure No. 3.

Mr. Calabrese moved, Ms. Pytko seconded to amend the motion to read: "that the Board of Education ***make an exception to Policy 3230 and*** approve the Walter Fitzgerald Campus Tuition Program as detailed in Enclosure No. 3" (new language in bold italics).

Mr. Llewellyn asked Mr. Calabrese why the policy wouldn't first be changed, rather than have an exception – it is not the best practice to do it this way; he asked if Mr. Calabrese had received any projections.

Mr. Calabrese said this is best way to move this forward and the policy can be changed at any time, and this helps with extra revenue.

Mr. Dwyer referenced an email and asked Mr. Calabrese if he had any feedback from CAFE - Mr. Calabrese said yes.

Mr. Llewellyn asked Mr. Calabrese to read the email and said he found it interesting that CAFE would recommend moving forward with a program through an exception and was disturbed this wasn't shared with the Board.

Mr. Calabrese, reading from the email, said CAFE attorney, Rebecca Adams, recommended the motion as he stated. The Board can make the motion and discuss; the policy committee can address this in the fall.

Dr. Title added that he spoke to Rebecca Adams and confirmed that this was her recommendation.

Mr. Llewellyn asked for clarification regarding the email; Dr. Title said the referenced email was from him and contained a summary of his conversation with Rebecca Adams.

Mr. Calabrese said he mis-spoke, the email he referenced was from Dr. Title – and it referenced all of CAFE's language.

Mr. Llewellyn took issue with the way this was presented and said the correct way to handle this is to correct the policy.

Ms. Karnal felt the Board should have been notified that the email was from Dr. Title and she requested an explanation of comments about the email. Mr. Dwyer said he may have added to the confusion by referencing an email. Mr. Calabrese has corrected himself.

Mrs. Maxon-Kennelly stated the confusion could also be due to several people having phone conversations and she had asked for Dr. Title's direction on this. She had been in favor of this, but wanted to follow a proper process.

Ms. Karnal asked for the tape to be read back for clarification.

Mr. Dwyer acknowledged her request, moved forward with the meeting, and said Mr. Calabrese had corrected his previous comment.

Mr. Llewellyn took issue with the email exchange reference and representation and will vote against the motion.

**Motion Passed: 4-3**

Favor: Mr. Dwyer, Mr. Calabrese, Ms. Pytko, Mrs. Maxon-Kennelly

Oppose: Ms. Karnal, Mrs. Gerber, Mr. Llewellyn

Mr. Llewellyn would like to understand the economics, there is not enough concrete information to make an informed decision, there are no checks and balances.

Dr. Title said the tuition for the base program would be \$57,892 as stated in the memo; right now the program can handle an additional five students. The only additional expense would be for the ESS program, if needed, at an estimate of \$10K per student. Net income for a full year per student requiring ESS services would be \$47K.

Mr. Llewellyn felt it unfair to Fairfield taxpayer dollars to not charge the incremental ESS \$10K fee for tuition students. Dr. Title clarified that ESS offers a range of services; even if the district needed to put out \$10K for a tuition student, the district would still receive close to \$50K. Not every tuition student will require ESS.

Mrs. Maxon-Kennelly said we have contracted with ESS to service a certain number of students, so if we have more Fairfield students that need the service, that would come out of our budget. Ms. Leonardi said not all WFC students require ESS services, and not all tuition students will require ESS or other services such as OT/PT. If tuition students do require other services, that would be charged a-la-carte. She added that the state has encouraged districts to work collaboratively and no additional licensing is required.

Ms. Pytko confirmed that legal and transportation costs will be borne by the sending district.

Ms. Karnal asked if this was a special education program. What will it be called? Which school would these students graduate from? Would more staff members be needed? Ms. Leonardi said the students would have a special need; the program is the Walter Fitzgerald Campus. The students are counted in the home high school, but once at WFC, they are not separated; the tuition students would most likely return to their district to graduate. The length of day is shorter due to less passing time, but it is 182 school days. This wouldn't impact the need for more staff; WFC teachers have the same contracts as other teachers in the district. While this is opening the door, there is no guarantee to get any tuition students. All special education teachers have a case manager function; one of the WFC teachers focuses on math/science and the other on the humanities. WFC could serve 40-50 students per year

Mrs. Gerber clarified with Ms. Leonardi that this is different from the therapeutic day program that was brought up a few years ago. Ms. Leonardi confirmed that.

Mr. Llewellyn asked about the number of students that receive OT/PT types of services, and questioned the ESS caseload. He requested that the Board be provided information on tracking program expenses. Ms. Leonardi said there are 1200 students with disabilities that receive special education services. The ESS contract currently supports 18 students at each high school and 9 at the WFC. Revenue would be best reported quarterly.

Mrs. Maxon Kennelly said sharing this data would be limited due to a student's IEP. Ms. Leonardi said total tuition could be shared, but not the specifics, and is not unlike discussion on the excess cost provision.

Mr. Llewellyn asked if hourly services could be reported on? Dr. Title said related services, leaving ESS out of it, would be paid by the sending district. ESS is the big attraction and is considered a base part of the package. Ms. Leonardi said the basics of ESS includes group and group family therapy, whereas OT/PT is an individual setting. Mr. Llewellyn concluded that the Board could expect \$50K - \$55K per student, and \$250K revenue for the year. Ms. Leonardi said that would be the maximum but we may not get the 5 students and/or we may get a student that doesn't complete the year. Dr. Title said there is no incremental FTE costs associated with these 5 students.

Ms. Karnal asked about insurance and legal fees for the tuition students. Dr. Title said insurance is not impacted. Ms. Leonardi said the sending district is the district of legal record; the typical legal dispute would involve the sending district; however, the WFC staff may have to testify in such cases.



*Public Comment:*

Christine Vitale, Verna Hill Road: Supports the motion and urged the Board to pass it.

Mr. Llewellyn said it is an interesting idea that he is inclined to support, but he hopes that the policy comes before the Board at the next meeting. If the Board wants to do this correctly, rules should be followed and the vote should be deferred to August – particularly since the program has rolling admissions. He questioned the timing of the CAFE call and Dr. Title said he spoke to CAFE after the agenda went out; the intent of the policy was to not have individual parents pay tuition to come here.

Mr. Dwyer voiced his support of the program and felt it was timely.

Ms. Karnal didn't like the process and asked why this was not brought up to the Policy Committee; she felt disrespected and that she should have been copied on the CAFE communication. She had additional questions about the timing of the CAFE phone call.

Mrs. Maxon-Kennelly said the earliest policy committee action would have been at last night's meeting which still wouldn't have allowed time for a First Read today. It is not an improper process; she was more comfortable with the process that unfolded, rather than acting hastily and pushing a policy through for a vote. No disrespect was intended; there was a full discussion at the last meeting and now at this meeting; this motion enables a full discussion and is considered proper process; lingering policy questions can be addressed in the new school year. She did not want to deviate from what is done normally.

Mr. Llewellyn moved, Ms. Karnal seconded to postpone the item to a date until the Board has reviewed and changed Policy 3230 to allow for tuition students.

**Motion Failed: 2-5**

Favor: Ms. Karnal, Mr. Llewellyn

Oppose: Mrs. Gerber, Mr. Dwyer, Mr. Calabrese, Ms. Pytko, Mrs. Maxon-Kennelly

The original motion, as amended: "that the Board of Education make an exception to Policy 3230 and approve the Walter Fitzgerald Campus Tuition Program as detailed in Enclosure No. 3"

**Motion Passed: 5-2**

Favor: Ms. Karnal, Mr. Dwyer, Mr. Calabrese, Ms. Pytko, Mrs. Maxon-Kennelly

Oppose: Mrs. Gerber, Mr. Llewellyn

<i>Approval of Minutes</i>
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*Approval of the Minutes of the June 7, 2016 Special Meeting*

Mrs. Gerber moved, Ms. Pytko seconded that the Board of Education approve the Minutes of the Special Meeting of June 7, 2016.

**Motion Passed: 7-0**

*Approval of the Minutes of the June 9, 2016 Special Meeting*

Mrs. Gerber moved, Mrs. Maxon-Kennelly seconded that the Board of Education approve the Minutes of the Special Meeting of June 9, 2016.

**Motion Passed: 7-0**

*Superintendent Report*

Mrs. Maxon-Kennelly asked Dr. Title if he enjoyed his last graduation. Dr. Title said he had the privilege of attending the FLHS graduation - it was fabulous, all the speakers were very thoughtful. Mr. Hatzis also gave an interesting account of all the natural disasters endured by the senior class.

*Community/Liaison Reports*

Mrs. Maxon-Kennelly reported that former BOE member John Convertito will serve as PTAC president next year.

*Open Board Comment*

Mr. Dwyer invited Board members to comment on Dr. Title's retirement. He added that the state did approve the appointment of the Interim Superintendent.

Mrs. Maxon-Kennelly said it had been a privilege to work alongside Dr. Title, and his are tough shoes to fill. She added that she would like the Board to hold a long-overdue Town Hall meeting in the fall.

Ms. Karnal wished Dr. Title good luck in his next endeavor.

Mrs. Gerber mentioned that Mrs. Maxon-Kennelly was a recipient of a PTAC award which she richly deserved; Leonora Campbell and Mary Hogue were also recipients. She added that she met Dr. Title first as a concerned parent and found him thoughtful and empathetic. He is accessible, helpful, and enthusiastic – and has done a tremendous amount for this district and will be missed – she wished him the best.

*Adjournment*

Mrs. Gerber moved, Mrs. Maxon-Kennelly seconded that this Regular Meeting of the Board of Education adjourn.

**Motion Passed: 7-0**

Meeting adjourned at 9:35PM

*Respectfully Submitted by*  
*Jessica Gerber*  
*Secretary*  
*Fairfield Board of Education*

DRAFT

**Board of Education Special Meeting Minutes**  
**Wednesday, June 29, 2016**  
**6:45PM**

**Call to Order and Roll Call**

Chairman Philip Dwyer called the meeting to order at 6:47PM. Members present were Donna Karnal (arrived 7:35PM), Jessica Gerber, Philip Dwyer, Anthony Calabrese, Trisha Pytko, Marc Patten, Jennifer Maxon-Kennelly and Eileen Liu-McCormack (arrived 7:40PM). John Llewellyn was not present.

**Business Items**

**Board Discussion regarding the grievance filed by Fairfield Custodians-Maintenance Local 1779 of Council #4, American Federation of State, County and Municipal Employees, AFL-CIO**

Mrs. Gerber moved/Mrs. Maxon-Kennelly seconded the recommended motion, "that the Board of Education hereby moves to enter into Executive Session to discuss the grievance filed by Fairfield Custodians-Maintenance Local 1779 of Council #4, American Federation of State, County and Municipal Employees, AFL-CIO in accordance with Connecticut General Statutes 1-200(6). The Board of Education further invites into Executive Session the following individuals:

Attorney Don Houston

Ann Leffert

Tom Cullen

Steve Curran

Joe Ceste

Bob Brunetti

Lisa Bennett

Jeff Pressler

Anthony Bento, AFSCME Representative

Employee who is the subject of this proceeding"

Motion passed 6-0 (Ms. Karnal and Mrs. Liu-McCormack were not present at this time). The Board entered into Executive session at 6:48PM.

The Board came out of Executive Session at 7:40PM.

**Decision on Grievance**

Mrs. Gerber moved/Ms. Pytko seconded "that the Board of Education deny the grievance filed by Fairfield Custodians-Maintenance Local 1779 of Council #4, American Federation of State, County and Municipal Employees, AFL-CIO on behalf of Jason Belinski" Motion passed 6-0-2 (Mr. Dwyer, Mr. Calabrese, Ms. Pytko, Mr. Patten, Mrs. Maxon-Kennelly, Mrs. Gerber in favor; Ms. Karnal, Mrs. Liu-McCormack abstained).

**Adjournment**

Ms. Pytko moved/Mrs. Maxon-Kennelly seconded the recommended motion, "that this Special Meeting of the Board of Education adjourn". Motion passed 8-0. Meeting adjourned at 7:42PM

DRAFT

**Board of Education Special Meeting Minutes  
Monday, July 11, 2016  
5:00PM**

**Call to Order and Roll Call**

Chairman Philip Dwyer called the meeting to order at 5:02PM. Members present were Jessica Gerber, Philip Dwyer, Anthony Calabrese, Trisha Pytko and Marc Patten. Jennifer Maxon-Kennelly, Donna Karnal, Eileen Liu-McCormack and John Llewellyn were not present.

**Business Items**

**Approval of the Collective Bargaining Agreement between AFSCME Council 4, Local #1303-440—Special Education Trainers, and the Fairfield Board of Education, July 1, 2015-June 30, 2019.**

Mrs. Gerber moved/Ms. Pytko seconded the recommended motion, “that the Board of Education hereby moves to enter into Executive Session to discuss records, reports and statements of strategy or negotiations with respect to collective bargaining in accordance with Connecticut General Statutes 1-210(b)(9). The Board of Education further invites into Executive Session the following individual as appropriate:  
Ann Leffert”

Motion passed 5-0. The Board entered into Executive session at 5:03PM.

The Board came out of Executive Session at 5:17PM.

**Public Session**

Ms. Pytko moved/Mr. Calabrese seconded the recommended motion “that the Board of Education approve the Collective Bargaining Agreement between AFSCME Council 4, Local #1303-440—Special Education Trainers, and the Fairfield Board of Education, July 1, 2015-June 30, 2019” Motion passed 5-0

**Adjournment**

Mr. Patten moved/Mrs. Gerber seconded the recommended motion, “that this Special Meeting of the Board of Education adjourn”. Motion passed 5-0. Meeting adjourned at 5:18PM



## District-Wide Improvement Initiatives 2016-2017

The improvement initiatives for 2016-2017 are derived largely from the 2015-2020 District Improvement Plan. Where appropriate, we cite the applicable Specific Action number from the District Improvement Plan. In some cases, an improvement initiative will require considerable and sustained work but does not have a corresponding Specific Action. This list does not include day-to-day operations or improvement efforts specific to a particular school or department.

### INSTRUCTIONAL PROGRAM

*If we ensure that a rigorous, comprehensive instructional program is consistently delivered across all schools and grade levels, with alignment between the written, taught and assessed curriculum, then instruction will be of consistently high quality and student learning will improve.*

Number	Instructional Program Initiatives	DIP
1	Develop a World Language program at the elementary school level that reflects the best research-based practices in the field. <i>Year 2 of 2</i>	1-1
2	Develop and implement additional common performance-based assessments that are aligned to the curriculum (grades PK-12) and/or the high school Academic Expectations rubric. These assessments will be linked to the Capstone experience in high school. <i>Year 2 of 3 and Year 2 of 4</i>	1-2 1-11 1-12
3	Research and review the Music Curriculum (grades PK-12).	1-4
4	Develop and approve curriculum for Science (grades PK-12) and Family/Consumer Science (grades 6-12). * <i>Year 2 of 5</i>	1-4
5	Implement newly adopted curriculum in Social Studies (grades 6-12), World Language (grade 3) and Computer Applications (grades 6-8). <i>Year 2 of 5</i>	1-6
6	Conduct a Program Review for English Language Learners (grades PK-12).	1-8
7	Develop a comprehensive transition program from grade 5 to grade 6, and from grade 8 to grade 9 to increase student success at grades 6 and 9.	1-9
8	Implement Professional Learning that strengthens teachers' ability to develop lessons that respond to all students' learning needs and that align to common learning outcomes and district curriculum (grades PK-5).	1-14 1-16
9	Implement a middle school advisory program.	1-27

### TEAMS/IMPROVEMENT PLANS

*If we work effectively in teams across all levels of the organization to examine system, school and individual student progress, create a culture where individuals regularly research and engage in developing and sharing effective practices, and regularly support and supervise teachers in implementing effective classroom practices, then teachers will improve instruction and student learning will improve.*

Number	Teams/Improvement Plans Initiatives	DIP
10	Use vertical teams to conduct Instructional Rounds in Math, Language Arts, Social Studies, Science, and World Language.	2-2 2-3
11	Continue to improve the effectiveness of Data Teams at the School, Grade, Department and District levels to enhance student learning. <i>Year 2 of 2</i>	2-4 2-5 2-7
12	Use best-practice models to improve the alternative high school program to engage every student in a challenging and rigorous program. <i>Year 2 of 2</i>	2-6



## LEADERSHIP CAPACITY

*If we strengthen the instructional leadership capacity of teachers and administrators, then we will be better able to identify and implement effective instructional practices, and help teachers improve their practices through support and accountability. This improved instructional practice will lead to improved student learning.*

Number	Leadership Capacity Initiatives	DIP
13	Strengthen teacher leadership capacity related to the School Improvement Process (Instructional Rounds, Data Teams, Marzano learning strategies). <i>Year 2 of 2</i>	3-1 3-3
14	Align teacher goals in the Teacher Professional Growth Plan to goals in the School Improvement Plan and/or Department Improvement Plan. <i>Year 2 of 2</i>	3-4
15	Implement Leadership Academy Module #2: Coherence	3-5

## RESOURCES

*If we provide our staff and students with appropriate levels of educational resources (human, time and material) and if they use these resources effectively, then student learning will improve.*

Number	Resources Initiatives	DIP
16	Implement the New Teacher Academy to build capacity of all non-tenured teachers. <i>Year 2 of 2</i>	4-3
17	Implement specific components of the technology plan regarding classroom equipment, instructional software and applications that support student learning (grades PK-12). <i>Year 2 of 3</i>	4-7
18	Provide on-line training modules to support the professional growth and needs of staff (e.g., mandated training, Employee Self-Service, Infinite Campus, parent education, effective instructional strategies). <i>Year 2 of 3</i>	4-11
19	Develop a plan to minimize the impact of teacher absences on student learning.	4-12
20	Continue to expand options for mental health support for students (grades PK-12). <i>Year 2 of 2</i>	4-14
21	Train teachers to implement an evidence-based reading program (grades K-8) for struggling readers (dyslexia). <i>Year 2 of 2</i>	4-15
22	Research and develop an evidence-based reading program (grades 6-12).	4-15
23	Expand the use of Infinite Campus across all schools to improve communication and efficiency, including the use of Grade Book and the Behavior modules at the elementary schools.	4-20
24	Implement electronic applications to increase efficiency (e.g., employee absence approval, field trip approval, preventative maintenance, textbook approval records, an electronic policy manual, bus disciplinary referrals).	4-21
25	Increase parent understanding of student achievement (grades K-5) through revised progress reports, take-home student work, and distribution of student assessments.	4-22
26	Each school will establish a security and safety committee responsible for assisting in the development and administration of the school security and safety plan per Public Act 13-3.	4-23
27	Design a Racial Imbalance Plan that satisfies the state requirements. *	N/A
28	Develop a plan to strengthen the enforcement of residency requirements.	N/A
29	Finalize Paraprofessionals, Custodian/Maintenance, Secretarial and SPED Trainers Contracts. *	N/A
30	Complete the policy manual revision per the CABA audit.*	N/A



The initiatives listed below were completed in 2015-2016 and are now part of ongoing district operations. Where applicable, the Specific Action from the District Improvement Plan is listed.

***Specific  
Action***

***Initiative***

- 1-18 Implement Professional Learning on “Teaching in the Block” to all high school teachers.
- 2-1 All School and Department Improvement Plans will align with the District Improvement Plan.
- 2-8 All schools will engage in Instructional Rounds at least twice per year as part of the School Improvement Plan implementation.
- 3-5 Ensure that all new administrators have a successful first year in Fairfield.
- 4-2 Implement a research-based common protocol to select the most qualified applicant for vacant positions.
- 4-5 Implement common planning time for high school teachers.
- 4-23 Implement and communicate a School Safety and Security Improvement Plan that complies with all state requirements in conjunction with the Fairfield Police Department and the community.

Strengthen the enforcement of residency requirements.

Develop and clearly communicate an operating and capital budget that fully funds state and federal mandates and the District Improvement Plan.

# Education Legislation Summary



## 2016 SESSION CONNECTICUT GENERAL ASSEMBLY

*In its 2016 regular and special sessions, the General Assembly made a number of changes in the statutes that affect public education in Connecticut. This summary is intended to give you a brief overview of some of the more significant changes that were made this year in the area of education. In addition, for more information about new legislation affecting employers in general, please see our Employment Legislation Summary at [http://www.shipmangoodwin.com/files/38107\\_Employment\\_Legislation\\_Summary\\_Summer2016.pdf](http://www.shipmangoodwin.com/files/38107_Employment_Legislation_Summary_Summer2016.pdf).*

### STATUTORY CHANGES AFFECTING STUDENTS:

#### Student Data Privacy

Public Act 16-189 establishes a number of new requirements relating to the use and handling of student data. Section 2 of the Act requires boards of education to enter into a written contract with a contractor any time a board shares or provides access to student information, student records, or student-generated content (hereinafter "student data") with such contractor. This requirement is effective October 1, 2016, and applies to contracts entered into, amended or renewed on or after that date. The Act also mandates that such contracts include certain provisions. For example, such contracts must include a statement that student data is not the property of, or under the control of, the contractor; a provision by which a board of education may request the deletion of such data in the possession of the contractor; procedures by which a student or parent/guardian may review personally identifiable information contained in such student data and correct any erroneous information; a statement that the contractor must ensure the

security and confidentiality of such data; procedures by which the contractor must notify the board of education when there has been an unauthorized release, disclosure or acquisition of such data; and a statement that the contractor must abide by the Family Educational Rights and Privacy Act (FERPA). The Act voids any contractual provision that conflicts with these requirements and voids any contract that fails to include all of the above provisions, provided the board of education has given reasonable notice to the contractor and the contractor has failed within a reasonable period of time to amend the contract to include the required provisions.

In addition, Section 2 of the Act requires contractors to implement and maintain certain security protocols, practices and technical safeguards to protect student data consistent with federal guidance related to protected health information and to otherwise meet or exceed industry standards for such security and safeguarding of data. The Act also provides that contractors may not use student data for any purposes other than those authorized under the



contract and may not use personally identifiable student information to engage in targeted advertising. Furthermore, boards of education will now be required to provide electronic notification to any student and the parents/guardian of any student affected by a contract not later than five business days after the contract is executed. This notice must specify when the contract was executed, provide a brief description of the contract and state which student information, student records or student-generated content may be collected under the contract. Boards must post such notice on their websites.

Section 3 sets forth numerous requirements for operators of websites, online services or mobile applications used for school purposes who collect, maintain or use student information. Operators must establish security procedures and practices to protect student information and must delete student data "within a reasonable amount of time if a student, parent or legal guardian of a student or local or regional board of education who has the right to control such student information requests the deletion of such" student data. These operators must also refrain from targeted advertising based on student data or unique identifiers. Section 3 also contains a number of restrictions on operators' use and disclosure of student data. The Act further clarifies that these restrictions shall not limit, among other things, the ability of a student or his/her parent/guardian to download, export, transfer or otherwise save or maintain student data.

Section 4 of the Act establishes procedures for both contractors and boards of education when a breach of security occurs that results in the unauthorized release, disclosure or acquisition of student data or directory information (as defined under FERPA). Upon discovery of such a breach of student information, excluding directory information contained

in such student information, contractors must notify boards of education without unreasonable delay, but not more than thirty days after the discovery of the breach. Upon such a breach of directory information, student records, or student-generated content, contractors must notify boards of education without unreasonable delay, but not more than sixty days after the discovery of the breach. Within forty-eight hours of receiving notice of such a breach of security, boards must electronically notify students and parents/guardians of students whose student data was involved in the breach and the board must post such notice on its website.

Similarly, upon discovery of a breach of security that results in the unauthorized release, disclosure or acquisition of student data, operators of websites, online services or mobile applications used for school purposes who are in possession of or maintain student data as a result of a student's use of such website, online services or mobile applications must notify the students or parents/guardians of the affected students without unreasonable delay, but not more than thirty days after the discovery of the breach involving the student information, excluding directory information. These operators must also notify students or parents/guardians of affected students of such a breach without unnecessary delay, but not more than sixty days after the discovery of the breach involving directory information, student records or student-generated content. The Act does not contain any specific enforcement mechanism or penalties for the failure of operators to abide by these requirements.

Finally, the Act creates a task force to study issues relating to student data privacy. The task force must submit its report by January 1, 2017.

Public Act 16-189 can be viewed at <https://www.legis.il.gov/legislation/bills/16189>.

[cga.ct.gov/2016/ACT/pa/2016PA-00189-R00HB-05469-PA.htm](http://cga.ct.gov/2016/ACT/pa/2016PA-00189-R00HB-05469-PA.htm).

## Juvenile Justice Reform, Including Truancy and Expulsion Hearing Procedures and Alternative Educational Opportunities for Expelled Students

Several provisions of Public Act 16-147, a juvenile justice reform bill, will significantly impact schools. Currently, Conn. Gen. Stat. § 46b-120 provides that a child who “is a truant or habitual truant or who, while in school, has been continuously and overtly defiant of school rules and regulations” may provide the basis for a “family with service needs” (FWSN) petition. Section 7 of the Act, effective August 15, 2017, removes that provision from the definition of a FWSN and thus, as of the effective date of the new statute, a student’s truancy, habitual truancy or continuous and overt defiance of school rules and regulations will no longer be grounds for a school official filing a FWSN petition.

As a result, Section 8 of the Act, effective August 15, 2017, amends Conn. Gen. Stat. § 10-198a, governing truancy policies and procedures, to remove the filing of a FWSN petition as an option in response to a student’s truancy. Currently, boards of education are required to maintain policies that provide, among other things, that schools must mail notices to parents/guardians of students in grades kindergarten to eight who fail to report to school if the school has received no indication for the reason for the absence. This mailed notice must warn parents/guardians that two unexcused absences in a month or five unexcused absences in a school year may result in the school filing a FWSN petition. In addition, the current law requires that a school file a FWSN petition if a parent/guardian fails to attend the mandatory meeting when a student is truant or otherwise fails

to cooperate with the school in attempting to solve the student’s truancy problem. Beginning August 15, 2017, filing FWSN petitions for these truancy-related circumstances will no longer be an option. Instead, boards of education must revise their truancy policies and procedures concerning truancy to include, by August 15, 2018, the implementation of a truancy intervention model identified by the Department of Education for any school that has a disproportionately high rate of truancy, as defined by the Commissioner of Education. Section 9 of the Act requires the Department of Education to identify these effective truancy intervention models and provide a list of those models by August 15, 2017.

Section 11 of the Act requires the Departments of Education, Children and Families and Mental Health and Addiction Services and the Court Support Services of the Judicial Department to develop a plan that includes cost options for school-based diversion initiatives to reduce juvenile justice involvement among children with mental health needs. The plan is to be introduced into schools and school districts with high rates of school-based arrests, disproportionate minority contact (i.e., disproportionate number of juvenile members of minority groups making contact with the juvenile justice system) and a high number of juvenile justice referrals, as determined by the Commissioner of Education.

Section 12 of the Act, effective August 15, 2017, makes several important revisions to the law governing student expulsions. First, with the implementation of this Act, the notice required to be provided to students or parents/guardians before any expulsion hearing must be provided at least five business days before the expulsion hearing, absent an emergency. In addition, the notice must include information about the rights of the parent/guardian and student relating to the expulsion proceeding. Specifically, the Act now provides that students

may be represented in expulsion proceedings by an attorney or other advocate. The law, however, does not define the term "other advocate." Parents/guardians will now also have the right to have an expulsion hearing postponed for up to one week to allow the family time to seek representation. In the case of an emergency, the hearing must be held as soon after the expulsion as possible. The new law provides no guidance regarding how to address a situation where the parent/guardian's postponement of the expulsion hearing extends beyond the expiration of the student's out-of-school suspension period. Presumably, school officials will have to show an emergency situation to keep a student out of school more than ten days pending the expulsion hearing. Conn. Gen. Stat. § 10-233a(f) defines "emergency" as "a situation under which the continued presence of the pupil in school poses such a danger to persons or property or such a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such pupil as possible."

Section 12 of the Act also makes several revisions to the requirements for the provision of an alternative educational opportunity during a student's period of expulsion. Most significantly, when the law becomes effective, boards of education must offer (1) students under sixteen years old who are expelled, and (2) students between sixteen and eighteen years old who have been expelled for the first time and who comply with conditions set by the board of education, an alternative educational opportunity that is equivalent to "alternative education" as defined by Conn. Gen. Stat. § 10-74j with an "individualized learning plan." Under existing law, alternative education is governed by Conn. Gen. Stat. § 10-74j, which provides that general alternative education must conform to guidelines from the State Board of Education (that have yet to be released) and must also be provided in accordance with Conn. Gen. Stat. §§ 10-15 and

10-16. These statutes require at least 180 days of actual school sessions per school year and 900 hours of actual school work for full-day kindergarten and grades one through twelve (and 450 hours of actual school work for half-day kindergarten). The provision of alternative educational opportunities that meet the 180-day/900-hour requirement will be a major change for most, if not all, public schools in Connecticut. The law does not remove the option of offering adult education programs as the alternative educational opportunity for students seventeen years or older. The new law fails to define the term "individualized learning plan."

Section 12 of the Act also deletes the current provision of the expulsion statute that provides that boards of education are not required to provide an alternative educational opportunity to students between the ages of sixteen and eighteen years old who are expelled for conduct that endangers persons based on (1) possession of a firearm or deadly weapon, dangerous instrument or martial arts weapon on school property or at a school-sponsored activity, or (2) offering for sale or distribution on school property or at a school-sponsored activity a controlled substance whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with the intent to sell or dispense, offering, or administration is subject to criminal penalties. Accordingly, boards of education will no longer be required to include in their expulsion notices a statement that an alternative educational opportunity is not required for students expelled for such conduct. As a result, boards of education must offer an alternative educational opportunity to students between the ages of sixteen and eighteen expelled for such conduct provided it is the student's first expulsion.

Section 12 further provides that boards of education must also report to police when a student is expelled

for possession of a dangerous instrument or martial arts weapon in addition to the current requirements for such reporting in circumstances of a student's expulsion for the possession of a firearm or deadly weapon. Finally, the law currently provides that a student who committed an expellable offense and returns to a school district after having been detained in a juvenile detention center, Connecticut Juvenile Training School or other residential placement, and who has not been expelled by the school district, must be permitted to return to school in the district and may not be expelled for additional time. Section 12 now extends this provision to include a student's return to school after participating in a diversionary program.

Section 14 of Public Act 16-147 requires the Departments of Education, Children and Families and Correction and the Judicial Department to collaborate to develop and submit a plan, by August 15, 2017, to the Juvenile Justice Policy and Oversight Committee to address the individualized educational needs and deficiencies of children in the justice system and those reentering the community from juvenile justice and correctional facilities. The plan is to be implemented by August 15, 2018, provided such implementation is within available resources. This implementation plan must include, among other things:

- Increased collaboration, monitoring and accountability between state agencies and boards of education to improve educational service delivery and outcomes for children in the juvenile justice system and those transitioning out from juvenile justice and correctional facilities, including the prompt sharing of educational records;
- Provisions for allowing such children and their parents/guardians to have input into education

plans developed by the state and boards of education for such children;

- The establishment of transition teams to reintegrate children exiting residential facilities by assisting in reconnection with educational and alternative education services provided by the board of education for the community to which the child reenters and coordinating the identification and adequate provision of any special education needs of the child;
- The designation of a reentry liaison for each board of education for children returning to the district to expedite the enrollment in the school district, who will provide that any such child receives appropriate academic credit for work performed while in the juvenile justice system; and
- The costs for implementing an array of academic and vocational transitional supports that are supported by research that include, but are not limited to, tutors, educational surrogates, coaches and advocates.

It is unclear from the legislation who or which agency will determine whether the implementation of such a plan will be "within available resources."

Public Act 16-147 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00147-R00HB-05642-PA.htm>.

## High School Graduation Requirements

Section 310 of May 2016 Special Session Public Act 16-4 provides that any town that received a school building project grant during the past twenty-five years may delay the graduation course credit requirements set forth in subsection (c) of Conn. Gen.

Stat. § 10-221a that were to have become effective commencing with the graduating class of 2021 until the school year beginning July 1, 2018. The new law applies only to subsection (c) of Conn. Gen. Stat. § 10-221a. As a result, the existing provision requiring boards of education to provide adequate student support and remedial services for students beginning in seventh grade commencing with the graduating class of 2021 remains unchanged.

May 2016 Special Session Public Act 16-4 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00004-R00SB-00503SS1-PA.htm>.

### **Pilot Program for Minority Students in High School to Pursue a College Degree in Education**

Special Act 16-10 establishes an educator pathways pilot program for minority students in grades eleven and twelve to take college courses in the field of education at participating state universities. The partnerships for this pilot program include the New Haven Board and West Haven Boards of Education and Southern Connecticut State University; the New Britain Board of Education and Central Connecticut State University; the Windham Board of Education and Eastern Connecticut State University; and the Danbury Board of Education and Western Connecticut State University. The partnering districts and universities must enter into an agreement by June 30, 2017, and the program will enroll minority students in grades eleven and twelve in the 2017-2018 and 2018-2019 school years.

Special Act 16-10 can be viewed at <https://www.cga.ct.gov/2016/ACT/sa/2016SA-00010-R00HB-05470-SA.htm>.

### **Cancer Awareness Instruction**

Section 3 of Public Act 16-188, effective July 1, 2016, adds to the health and safety component of the required program of study mandated by Conn. Gen. Stat. § 10-16b(a) instruction in cancer awareness, including, but not limited to, age and developmentally appropriate instruction in performing self-examinations for the purposes of screening for breast cancer and testicular cancer.

Public Act 16-188 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00188-R00SB-00179-PA.htm>.

### **STATUTORY CHANGES AFFECTING SCHOOL DISTRICT OPERATION:**

#### **Background and Employment Checks for School Employees**

Public Act 16-67 includes new clarifications and requirements regarding background checks for new employees. Section 1 of the Act, effective July 1, 2016, amends Conn. Gen. Stat. § 10-221d to clarify that the criminal history and DCF registry background check requirements and the requirement that applicants disclose previous criminal convictions and any pending charges apply to governing councils of state and local charter schools and interdistrict magnet school operators, as well as local and regional boards of education. The Act also provides that regional educational service centers (RESC) that provide fingerprinting services for boards of education, charter school governing councils and interdistrict magnet school operators may provide the results of the criminal background checks to those entities as well as contractors if an employee of an applicant contractor is required to submit to

such record checks. In addition, the Act clarifies that a RESC may not charge a fee to such entities that exceeds any fees the RESC charges applicants for positions with the RESC. Section 1 of the Act also repeals a provision of Conn. Gen. Stat. 10-221d, which provided that that statute's requirements did not apply to persons who were required to submit to criminal history checks for a public passenger endorsement to operate a student transportation vehicle and a provision that granted boards of education discretion about whether to apply Section 10-221d's background check requirements to employees as teachers in adult education programs who are not required to hold teaching certifications.

Section 2 of the Act, effective July 1, 2016, replaces the current provisions of Conn. Gen. Stat. § 10-222c, which merely required a board of education to make a documented, good faith effort to contact previous employers of applicants to obtain information and recommendations before hiring that person, with entirely new employment check procedures. The new requirements apply to any applicant for a position, including for positions that are contracted, if the applicant would have direct student contact. Boards of education, charter school governing councils and interdistrict magnet operators may not offer employment for such positions until those entities comply with several new procedures.

As of July 1, 2016, each applicant must provide:

- the name and contact information of each current and former employer of the applicant that was a board of education, charter school governing council, interdistrict magnet school operator or other employment that involved contact with children;
- written authorization that:
  - o consents to the disclosure of certain required information from previous employers;
  - o consents to the disclosure of information from the State Department of Education regarding the applicant's eligibility for a position requiring a certificate, authorization or permit; information about the Department's knowledge about findings of substantiation against the applicant for child abuse, neglect or sexual misconduct; and information received by the Department that the applicant has been convicted of a crime or has pending criminal charges;
  - o releases those employers and the Department of Education from liability based on the disclosure of such information;
- a written statement regarding whether the applicant has:
  - o been the subject of an abuse, neglect or sexual assault investigation by a former employer, state agency or municipal police department, unless the investigation concluded that all allegations were unsubstantiated;
  - o ever been disciplined, asked to resign, resigned or otherwise separated from employment while an allegation of abuse, neglect or sexual misconduct was pending or under investigation, because an allegation of abuse, neglect or sexual misconduct was substantiated, or because the applicant was convicted of abuse, neglect or sexual misconduct;
  - o has ever had a professional or occupational license or certificate suspended or revoked,

or has ever surrendered such a license or certificate, while an allegation of abuse, neglect or sexual misconduct was pending or under investigation because an allegation of abuse, neglect or sexual misconduct was substantiated, or because the applicant was convicted of abuse, neglect or sexual misconduct.

Applicants who knowingly provide false information or knowingly fail to disclose the information above shall be subject to discipline that may include denial of employment or termination of the contract of a certified employee under Conn. Gen. Stat. § 10-151.

Boards of education, charter school governing councils and interdistrict magnet school operators, using a form developed by the State Department of Education by June 30, 2016, must request the information above from an applicant's current or former employers, and such employers must respond with such information within five business days of that request. In addition, those entities conducting the employment check may request additional information from the applicant's current or former employers, and those employers must also respond to that follow-up request within five business days. The review of that information may be conducted by telephone or through written communication. Boards of education, charter school governing councils and interdistrict magnet school operators must also request and review the information from the State Department of Education referenced above. Moreover, such entities must now notify the State Department of Education upon receiving information that an applicant or current employee has been disciplined for a finding of abuse, neglect or sexual misconduct.

Boards of education, charter school governing councils and interdistrict magnet school operators

may not employ an applicant who does not provide such information and authorization as set forth above. Such entities, may, however, temporarily employ or contract with an applicant for up to ninety days, pending review of the required information, as long as the applicant provides such information and authorization, the entities have no knowledge of information about the applicant that would disqualify him or her from employment and the applicant affirms that he or she is not disqualified from such employment.

The new law also prohibits boards of education, charter school governing councils and interdistrict magnet school operators from entering into any collective bargaining agreement, employment contract, agreement for resignation or termination, severance agreement or any other contract or agreement or from taking action that (1) has the effect of suppressing information relating to an investigation into a report of suspected abuse, neglect or sexual misconduct by a current or former employee; (2) affects the ability of the board, council or operator to report suspected abuse, neglect or sexual misconduct to appropriate authorities or (3) requires the board, council or operator to expunge information about an allegation of finding or suspected abuse, neglect or sexual misconduct from any documents unless the allegations are dismissed or found to be false after an investigation.

The Act further provides that boards of education, charter school governing councils and interdistrict magnet school operators may not employ any person as a substitute teacher unless that person and the board, council and operator comply with the employment check provisions above. Boards, councils and operators must maintain a list of persons who are employable as substitute teachers and such entities may not hire any person as a substitute teacher who is not on that list. Persons may remain



on that substitute teacher list as long as the person is continuously employed as a substitute teacher, provided the board, council or operator does not have any knowledge of a reason that such person should be removed from the list.

Section 2 of Public Act 16-67 also applies many of these requirements to applicants who are contractors. Contractors must require any employee with the contractor who would be in a position involving direct student contact to submit the information and authorizations described above, and the contractor must follow similar procedures in reviewing such information. Contractors must provide boards of education, charter school governing councils and interdistrict magnet school operators with whom the contractor has contracted with information about any finding regarding abuse, neglect or sexual misconduct and the board, council or operator will determine whether that employee may work in a position involving direct student contact. Any determination by a board that such an employee may not work under any such contract shall not constitute a breach of contract.

Section 2 of the Act further provides that any employer and the Department of Education shall be immune from criminal and civil liability for providing information required by the Act, as long as the employer and Department did not knowingly provide false information.

Section 2 also revises the existing language of Conn. Gen. Stat. § 10-222c and provides that, as a general requirement, prior to offering an applicant employment, boards of education, charter school governing councils and interdistrict magnet school operators must make a documented, good faith effort to contact each current and former public school employer or other employer that caused the applicant to have contact with children to obtain information

and recommendations related to the applicant's fitness for employment. The new language establishes that such good faith effort will not be construed to require more than three telephonic requests made on three separate days.

Finally, Section 2 provides that boards of education may not hire any applicant who has been terminated or has resigned from employment if the person has been convicted of violating the law requiring mandatory reporting of abuse, neglect and sexual assault of a student by a school employee, when the allegation of abuse, neglect or sexual assault has been substantiated. This new provision replaces the current law which prohibits such employment regardless of whether the underlying allegation of abuse, neglect or sexual assault was unsubstantiated.

Public Act 16-67 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00067-R00HB-05400-PA.htm>.

## Teachers' Retirement System Changes

Public Act 16-91, effective July 1, 2016, provides several changes to the Teachers' Retirement System procedures. Section 1 of the Act allows a member of the Teachers' Retirement System to retain the co-participant retirement plan option after the divorce of the member and the designated co-participant subsequent to the member's retirement by filing a qualified domestic relations order with the Teachers' Retirement Board (TRB).

Section 2 of the Act reduces from twenty-five to ten years the period of time for which the TRB credits interest to the contributions of a nonvested member who has ceased teaching.

Section 3 of the Act also amends Conn. Gen. Stat.



§ 10-183v, which governs the reemployment of retired teachers. Section 3 provides two exceptions to the current general rule that a teacher receiving retirement benefits may receive no more than 45% of the maximum salary level for the assigned position. The first exception, beginning July 1, 2016 and continuing through June 30, 2018, provides that the 45% limitation shall not apply to a teacher who (1) is receiving retirement benefits on thirty-four or more years of credited service; (2) is reemployed in an alliance district and (3) was serving as a teacher in that district on July 1, 2015. The second exception, beginning July 1, 2016, provides that a teacher receiving retirement benefits may be reemployed in a teaching position and receive compensation, health insurance and benefits and other employment benefits provided to active teachers of the school district if the teacher does not receive a retirement income during the reemployment. In such cases, payment of the teacher's retirement income will resume on the first day of the month following the termination of such reemployment.

Section 3 also specifies that notice of reemployment under the current 45% limitation provision or these two new provisions need only be provided to the TRB by employing boards of education (rather than also by the teacher), and such notice must be provided at the beginning and end of school year or assignment, if the assignment is less than a school year.

Finally, Section 3 of the Act provides that teachers who are reemployed shall be eligible for the same health insurance benefits provided to active teachers, although provision of such benefits must be approved by the TRB for teachers reemployed under the current provision permitting reemployment in subject shortage areas or in priority school districts.

Public Act 16-91 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00091-R00SB-00267-PA.htm>.

## Minimum Budget Requirement

Acknowledging that the budget adjustments will result in some towns receiving a reduction in state aid, Section 125 of May 2016 Special Session Public Act 16-3, effective July 1, 2016, provides that a town may reduce its budgeted appropriation for education in an amount equal to its aid reduction. The Act leaves the existing exceptions to the minimum budget requirement unchanged.

May 2016 Special Session Public Act 16-3 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00003-R00SB-00502SS1-PA.htm>.

## Magnet School Tuition

Public Act 16-139 provides that, for the 2015-2016 school year, and each subsequent school year, boards of education that operate interdistrict magnet schools that did not charge magnet school tuition to other boards of education for the 2014-2015 school year may not charge tuition to other boards of education unless the operator receives authorization from the Commissioner of Education and, if authorization is granted, the operator provides written notice to the sending boards of education by September first of the year before the tuition will be charged regarding the tuition to be charged for each student. In considering requests for authorization to charge magnet school tuition, the Commissioner will consider the average per pupil expenditure of the board of education magnet school operator, the amount of any per pupil subsidy and any revenue from other sources received by the board of education magnet school operator. This Act does not apply to regional educational service center magnet school operators or magnet school operators in the Sheff region.

Public Act 16-139 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00139-R00HB-05553-PA.htm>.

## Farm to School Program

In furtherance of the state's farm to school program set forth in Conn. Gen. Stat. § 22-38d, Public Act 16-37 requires the state to amend its regulations concerning nutrition standards for school breakfasts and lunches provided by boards of education to facilitate purchases from local farmers. The state must amend these regulations by October 1, 2017. In addition, effective October 1, 2016, any bid submitted by a food service management company in response to a request for proposals or bid solicitation by boards of education posted to the State Contracting Portal, and regarding the board's school nutrition program, must include information detailing the consistency of the bid with the state's farm to school program and how the bid facilitates the purchase of products from local farmers by the board of education. Furthermore, in awarding such a contract, in accordance with other laws and rules governing awards of contracts, all other factors being equal, boards of education must give preference to the proposal or bid that facilitates the purchase of products from local farmers by the board.

Public Act 16-37 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00037-R00SB-00076-PA.htm>.

## Extension of the School Security Grant Program

Public Act 16-171 extends the existing school security infrastructure competitive grant program an additional year, until fiscal year ending June 30, 2017. The grant program reimburses towns, regional educational service centers, the governing

authority for a state charter school, the Department of Education on behalf of technical high schools, incorporated or endowed high schools or academies and the supervisory agents for nonpublic schools for certain expenses related to school security incurred on or after January 1, 2013.

Public Act 16-171 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00171-R00SB-00236-PA.htm>.

## Posting of Careline Information

Section 2 of Public Act 16-188, effective July 1, 2016, requires boards of education to post in a conspicuous location frequented by students in each school the telephone number for the Department of Children and Families Careline and the website address that provides information about the Careline. The posting must be in various languages that are the most appropriate for the students enrolled in that school.

Public Act 16-188 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00188-R00SB-00179-PA.htm>.

## MISCELLANEOUS STATUTORY CHANGES AFFECTING SCHOOLS:

### Criminal Statutes Regarding School Threats

Sections 6 and 7 of Public Act 16-67, effective October 1, 2016, increase the criminal penalties for making school threats. The penalty for threatening in the first degree with the intent to cause evacuation of a building on the grounds of a public or nonpublic preschool, school or institution of higher education during school hours or when the building is being

used for school activities has been increased from a class D felony to a class C felony. The penalty for threatening in the second degree when the person threatened is in a building on the grounds of a public or nonpublic preschool, school or institution of higher education during school hours or when the building is being used for school activities has been increased from a class A misdemeanor to a class D felony. Recognizing that such threats may be made by students, Section 8 of the Act, effective October 1, 2016, requires the state's Board of Pardons and Paroles to grant an absolute pardon to any person convicted of these school-based threats if (1) the person committed the offense before he or she was eighteen years old, (2) at least three years have elapsed from the date of such conviction, or discharge from supervision of the court or from commitment to an institution or agency; (3) the person has no subsequent juvenile or criminal proceeding that is pending; (4) the person has reached age eighteen; and (5) the person has not been convicted as an adult of a felony or misdemeanor during the subsequent three-year period. Finally, Section 9 of the Act, effective October 1, 2016, provides that any individual who reports an act of school-based threatening in the first degree shall have an absolute defense to any civil action brought as a result of making the report, provided the reporting individual exercised due care and acted in good faith.

Public Act 16-67 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00067-R00HB-05400-PA.htm>.

## Red Ribbon PASS Program

Public Act 16-132 requires the Department of Education to create a Red Ribbon PASS Program and to establish standards to recognize boards of education that qualify as a highly performing, physically active school system, or as an improving

physically active school system. Boards of education may submit requests for such recognition by providing the district's results on the Connecticut physical fitness assessment and a demonstration of how the district met the Department of Education's standards.

Public Act 16-132 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00132-R00HB-05467-PA.htm>.

## Recommendations of the Minority Teacher Recruitment Task Force

Section 1 of Public Act 16-41 extends the report deadline for the Minority Teacher Recruitment Task Force established last year to June 30, 2017, expands the scope of the task force to review an analysis of the causes of minority teacher shortages in Connecticut, modifies the membership of the task force and extends the duration of the task force until January 1, 2026.

Section 2 of the Act, effective July 1, 2016, establishes a Minority Recruitment Policy Oversight Council within the Department of Education. The Council will advise the Commissioner of Education on ways to (1) encourage minority middle and secondary school students to attend higher education institutes and enter teacher preparation programs; (2) recruit minority higher education students to enroll in teacher preparation programs and pursue teaching careers; (3) recruit and retain minority teachers in Connecticut schools; (4) recruit minority teachers from other states to teach in Connecticut schools; and (5) recruit minority professionals in other fields to enter teaching.

Section 3 of the Act requires that not later than January 1, 2017, and annually thereafter, the Department of Education must conduct a survey of

students participating in minority teacher recruitment programs offered by regional educational resource centers or at public institutions of higher education in Connecticut.

Section 4 of the Act, effective July 1, 2016, revises teacher preparation program requirements so that a satisfactory score on the state reading, writing and mathematics competency examination will no longer be a requirement for admission to such a program. Instead the scores will be used as a diagnostic tool to provide remedial instruction to such persons in accordance with forthcoming guidelines that will be adopted by the State Board of Education. Under Section 5 of the Act, the State Board of Education must adopt these guidelines by January 1, 2017.

Section 6 of the Act requires the Department of Education to submit a report on the effectiveness of minority teacher recruitment programs by July 1, 2017, and then annually thereafter.

Under Section 7 of the Act, effective July 1, 2016, the Department of Education must review and approve proposals for alternate route to certification programs for persons employed as school support staff (board certified behavior analyst, board certified assistant behavior analyst, athletic coach or school paraprofessional) to be run by institutions of higher education, boards of education, regional educational resource centers or approved private, nonprofit teacher or administrator training organizations. The Act also sets forth other criteria that proposals must include.

Sections 8 and 9 of the Act, effective July 1, 2016, revise the criteria for the state awarding an educator certificate to out-of-state teachers and for the state entering into interstate agreements with other states to award educator certificates to qualifying applicants.

Public Act 16-41 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00041-R00SB-00379-PA.htm>.

## Other Task Forces and Committees

The General Assembly enacted several pieces of legislation establishing various task forces and committees:

Section 5 of Public Act 16-188 creates a task force to review, streamline and align state policies relating to school climate, bullying, school safety and social-emotional learning. The task force will examine how boards of education are implementing safe school climate plans and will make recommendations regarding school climate standards for boards of education to use to develop and implement safe school climate plans and an accountability methodology that uses the results from student surveys to assess the effectiveness of safe school climate plans. The task force must submit its report by January 1, 2017.

Public Act 16-188 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00188-R00SB-00179-PA.htm>.

Public Act 16-114 requires the Commissioner of Education and the Board of Regents for Higher Education to establish a committee to coordinate the education of middle and high school students about careers in manufacturing. By January 1, 2017, and on or before August first each year thereafter, the committee will compile a catalog of manufacturing programs at colleges and universities in the state. The Commissioner of Education and the committee will also develop and administer a program to introduce middle and high school students and their parents/guardians and school counselors to careers in manufacturing. The Department of Education

will also develop a best practices guide to assist boards of education to incorporate relationships with manufacturing in middle and high school curricula.

Public Act 16-114 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00114-R00HB-05423-PA.htm>.

Section 1 of Special Act 16-9 creates a task force to study issues relating to the recruitment of manufacturing teachers to examine the need for such teachers at various grade levels; the interest among persons employed in manufacturing in teaching a manufacturing course in schools; obstacles and constraints that exist in the law and collective bargaining agreements or at the technical high schools, Board of Regents for Higher Education and private educational institutions that inhibit the recruitment of persons to teach manufacturing in schools; and potential state actions to improve and increase such recruitment. The task force must submit its report by January 1, 2017.

Section 2 of Special Act 16-9 creates a task force to study issues relating to professional development requirements set forth in Conn. Gen. Stat. §§ 10-148a and 10-148b, and the in-service training requirements set forth in Conn. Gen. Stat. § 10-220a for educators. The task force will study how boards of education are implementing the professional development and in-service training requirements; the content prescribed by such requirements, including any duplicative requirements and the frequency of such training; the time required to complete such training each year; the costs of such requirements; and the effect such requirements have on the provision of instruction. The task force will make recommendations for streamlining the professional development and in-service training requirements. The task force must submit its report by January 1, 2017.

Special Act 16-9 can be viewed at <https://www.cga.ct.gov/2016/ACT/sa/2016SA-00009-R00HB-05468-SA.htm>.

## **Dyslexia Training for Remedial Reading, Remedial Language and Reading Consultant Endorsements**

Public Act 16-92 provides that on or after July 1, 2017, any person seeking a remedial reading, remedial language arts or reading consultant endorsement must, in addition to current requirements, have completed a program of study in the diagnosis and remediation of reading and language arts that includes supervised practicum hours and instruction in the detection and recognition of, and evidence-based structured literacy interventions for, students with dyslexia.

Public Act 16-92 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00092-R00SB-00317-PA.htm>.

## **Distinctions for Exemplary Veteran Education Programs**

Section 1 of Public Act 16-188, effective July 1, 2016, provides that the State Board of Education, in consultation with the Department of Veterans' Affairs, shall award an exemplary veterans education program distinction to boards of education that provide students with opportunities to learn about the contributions of veterans or collaborate with veterans organizations.

Public Act 16-188 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00188-R00SB-00179-PA.htm>.

## School Readiness Council Membership

Section 6 of Public Act 16-100 amends the required membership of school readiness councils to include the local homeless education liaison designated by the local or regional board of education pursuant to the McKinney-Vento Homeless Assistance Act.

Public Act 16-100 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00100-R00HB-05306-PA.htm>.

## Innovation Waivers

Section 21 of Public Act 16-163 removes Conn. Gen. Stat. § 10-281 (relating to the provision of transportation for students to nonprofit nonpublic schools located within the school district) from the list of statutes for which boards of education may not be granted innovation waivers from the Commissioner of Education.

Public Act 16-163 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00163-R00SB-00178-PA.htm>.

## Interdistrict Magnet School Grants

Section 66 of May 2016 Special Session Public Act 16-3, effective July 1, 2016, makes several adjustments to how the Department of Education limits per pupil grants based on enrollment levels and other criteria. Section 66 also provides that these magnet school grants may be paid to interdistrict magnet school operators as an aggregate total, and each operator may distribute the aggregate grant among the magnet schools it operates pursuant to a distribution plan approved by the Commissioner of Education. Section 87 of the Act extends the Commissioner of Education's authority to provide

supplemental magnet school transportation grants through fiscal year 2016.

May 2016 Special Session Public Act 16-3 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00003-R00SB-00502SS1-PA.htm>.

## Municipal Revenue Sharing Grants and Regional Services Grant for Merging of Certain RESC Services With Municipalities' Services

Section 189 of May 2016 Special Session Public Act 16-3, effective July 1, 2016, provides that for the fiscal year ending June 30, 2018, and each fiscal year thereafter, 35% of the regional services grants, established in last year's legislation, will be awarded to regional councils of government for the purpose of assisting regional education service centers in merging their human resource, finance or technology services with the services provided by municipalities within the region.

Section 189 also provides that the reduction in municipal revenue sharing grants for a municipality in response to its budget expenditures exceeding a 2.5% increase over the previous year (or the rate of inflation) applies to a municipality's adopted budget expenditures, which is defined to include expenditures from the municipality's general fund and from any non-budgeted funds. The Act amends the law, however, so that this reduction in grants does not apply when the adopted budget expenditures exceed the cap by an amount proportionate to an increase in population as determined by the Secretary of the Office of Policy and Management. In addition, Section 189 also added budgeting for an audited deficit, nonrecurring grants, capital expenditures and payments on unfunded pension liabilities to the list of expenditures that are excluded from the calculation of municipal spending for this grant system.

May 2016 Special Session Public Act 16-3 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00003-R00SB-00502SS1-PA.htm>.

## Regional Efficiencies

Section 2 of Public Act 16-144, effective from passage, provides that any local or regional board of education or regional educational service center serving a population of greater than one hundred thousand may submit a proposal under the regional performance incentive program operated by the Office of Policy and Management for a regional special education initiative.

Section 4 of the Act requires the Department of Education to conduct a study of ways local school districts may reduce costs and increase efficiencies in the provision of student transportation. The Department must submit its report of the results of its study and its recommendations by June 30, 2017.

Public Act 16-144 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00144-R00HB-05601-PA.htm>.

## Motor Vehicle Statute Changes Affecting Schools

Section 8 of Public Act 16-55, effective July 1, 2016, amends the current law that permits a person who is age seventy or older to hold a license endorsement for transporting students requiring special education so that the driver's required physical examination must be conducted annually by a medical examiner (rather than the current requirement of twice per year). The law provides that such driver must agree to submit to a physical examination more frequently if directed to do so by the medical examiner or the superintendent.

Section 10 of Public Act 16-55, effective October 1, 2016, adds a properly designated and certified motor vehicle inspector to the limited list of individuals excluded from the state criminal statute prohibiting the possession of a weapon on school grounds.

Public Act 16-55 can be viewed at <https://www.cga.ct.gov/2016/ACT/pa/2016PA-00055-R00HB-05412-PA.htm>.



August 23, 2016

**Fairfield Public Schools**  
Fairfield, CT 06825

**TO:** Dr. Stephen Tracy and Members of the Board of Education  
**FROM:** Thomas P. Cullen  
**DATE:** August 4, 2016  
**RE:** Fairfield Public Schools Summer 2016 Project Update

I would like to provide you with an informational update on all of the school maintenance work and projects currently in process during summer of 2016. Attached please find a list of work and projects at the schools and central office administration.

It is our intention to complete approximately 90% of all the work and projects on the list. Some of the projects will carry into the school year, but will not impact students and/or staff, such as; boiler replacements and boiler work, security infrastructure, roof replacement project punch lists, solar photovoltaic system roof punch lists, and the recreational field at Stratfield.

I am very pleased with the number of improvements accomplished. I thank the BOE members for their continued support and funding approval for these much needed projects. It is important that we keep up with the maintenance and preventative maintenance work for all our school buildings.

If you have any questions or concerns regarding this information, please feel free to contact me at (203) 255-8373.

Thank you.

c: Meg Brown



# Fairfield Public Schools

## Summer 2016 Work and Projects

### Burr

- Playground safety chips and matts inspection and work
- New paving project – front entrance roadway
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, lockdown signage, and fencing
- Painting various interior areas

### Dwight

- New Solar Photovoltaic roof project
- Playground safety chips and matts inspection and work
- Security/Safety upgrades – locks, cameras, window intrusion glazing, lockdown port-o-buckets, lockdown signage, and fencing
- Exterior site lighting project
- Exterior door replacement project
- Playground concrete stairs and retaining wall project
- Special needs A/C Split Unit project - one classroom
- Painting various interior areas and exterior soffits

### Holland Hill

- Playground safety chips and matts inspection and work
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, lockdown signage, and fencing
- Existing portable classroom (FY 2000) roof repair project
- Two new portable classroom project for HHBC
- Remove existing kindergarten playground project for HHBC
- New flooring in LMC and adjoining teaching spaces project

### Jennings

- New boilers replacement project - pumps replaced
- New Playground replacement work project
- Playground safety chips and matts inspection and work
- Exterior door replacement project
- Existing portable classroom (FY 2000) roof repair project
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, lockdown signage, and fencing
- Handicap stair lift replacement project

## **McKinley**

- Playground safety chips and matts inspection and work
- HVAC Dehumidification System in Kitchen project
- Playground synthetic fall zone material repairs
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, and lockdown signage
- Remove old preschool playground
- Painting various interior areas

## **Mill Hill**

- New Solar Photovoltaic roof project
- All Abilities Playground handicap ramp and walkway ground control project by Town of Fairfield DPW
- Playground safety chips and matts inspection and work
- New paving project - front parking lot
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, lockdown signage, and fencing
- Mechanical duct cleaning project throughout entire school
- New administrative flooring project – VCT in main office
- Painting various interior areas and exterior soffits

## **North Stratfield**

- Playground safety chips and matts inspection and work
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, and lockdown signage
- Two Camus Boilers replacement project - under warranty

## **Osborn Hill**

- New paving project - teachers parking lot left side
- New energy lighting project
- Playground safety chips and matts inspection and work
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, lockdown signage
- Repair broken large heating pipe in tunnel

## **Riverfield**

- Playground safety chips and matts inspection and work
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, lockdown signage
- Repair new gym floor and stage
- New Solar Photovoltaic roof project

## **Sherman**

- Playground safety chips and matts inspections and work
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, lockdown signage, and fencing
- Bus Loop – Parent Drop off site investigation project

## **Stratfield**

- Building Committee final list – chimney extension, duct silencer, cafeteria VCT floor, glycol boiler refill project
- Playground safety chips and matts inspections and work
- Recreational Field repairs and rebuild
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, and lockdown signage
- Painting various interior areas

## **FWMS**

- New Roof replacement project
- New Solar Photovoltaic roof project
- Boiler Room oil fuel day tank project
- Auditorium lobby stone floor repair – new expansion joint
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, and lockdown signage
- Replace HVAC rooftop unit for computer room
- Courtyard landscape design with new stonework
- New stairwell rubber treads and risers in three staircases
- SPED student requiring A/C project in four classrooms
- Painting sixth grade wing

## **RLMS**

- Chiller repair heavy duty cleaning, repair work, and testing
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, and lockdown signage
- New All Call low voltage upgrade project
- Painting exterior structural steel columns
- Repair/replace five broken windows

## **TMS**

- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, and lockdown signage
- New All Call low voltage upgrade project

## **FLHS**

- New Window Replacement project
- Create and renovate two new offices for guidance suite staff on second floor of Warner House project
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, and lockdown signage
- Exterior/Interior key unification project
- Boilers # 1 and # 2 replacement project – with EASCO boilers
- Boiler # 3 repair project
- New Solar Photovoltaic roof project
- Replace Black Box Theatre curtains repair
- New All Call low voltage upgrade project

## **FWHS**

- Roof replacement phase four project – final work – smoke hatches
- New Solar Photovoltaic roof project
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, and lockdown signage
- New paving project - in back of the school along Blake Tennis Courts up to Loading Dock including new speed tables design
- Rebuild baseball infield
- Painting of various interior areas and exterior soffits
- New All Call low voltage upgrade project

## **WFC AHS**

- New Roof Replacement – by owner, Bridgeport Arch Diocese
- Security/Safety upgrades - locks, cameras, window intrusion glazing, lockdown port-o-buckets, and lockdown signage
- Painting of various interior areas

## **Central Office**

- I.T. Server Room HVAC renovation project
- Security/Safety upgrades