



Board of Education Regular Meeting Agenda
501 Kings Highway East, 2nd Floor Board Conference Room
December 12, 2017
7:30 PM

1. Call to Order of the Regular Meeting of the Board of Education and Roll Call
2. Pledge of Allegiance
3. Student Reports
 - Fairfield Ludlowe: Ms. Molly Baker, Ms. Isabella Schichter
 - Fairfield Warde: Mr. Ted Orben, Mr. Paul Rivera
4. Public Comment*
5. Presentation of PTA Delegates
6. New Business
 - A. Approval of Holland Hill Plans and Specifications
 - Recommended Motion:** "that the Board of Education approve the Holland Hill Plans and Specifications"
 - B. Health Insurance Projections
 - (Enclosure No. 1)*
 - C. High School Academic Expectations - NEASC
 - (Enclosure No. 2)*
 - D. First Reading of 2018-2019 BOE Capital Projects
 - (Enclosure No. 3)*
 - E. First Reading of 2018-2019 BOE Capital Non-Recurring Projects
 - (Enclosure No. 4)*
 - F. Discussion and Possible Action on Bylaw Change
 - Recommended Motion:** "that the Board of Education approve the bylaw change for Article II, Section 3C as enclosed"
 - (Enclosure No. 5)*
7. Approval of Minutes
 - A. Approval of Special Minutes of November 28, 2017
 - Recommended Motion:** "that the Board of Education approve the minutes of the Special Meeting of November 28, 2017"
 - (Enclosure No. 6)*
 - B. Approval of Organizational Minutes of November 28, 2017
 - Recommended Motion:** "that the Board of Education approve the minutes of the Organizational Meeting of November 28, 2017"
 - (Enclosure No. 7)*

C. Approval of Regular Minutes of November 28, 2017

Recommended Motion: "that the Board of Education approve the minutes of the Regular Meeting of November 28, 2017"

(Enclosure No. 8)

D. Approval of Special Minutes of December 6, 2017

Recommended Motion: "that the Board of Education approve the minutes of the Special Meeting of December 6, 2017"

(Enclosure No. 9)

- 8. Superintendent's Report
 - A. 2015-2016 District Profile and Performance Reports

9. Committee/Liaison Reports

10. Open Board Comment

11. Public Comment*

12. Adjournment

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

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.*

CALENDAR OF EVENTS

December 14, 2017, Town Hall	Board of Education 7:30 PM	501 Kings Highway East 2 nd Floor Board Conference Room
January 9, 2018, Regular Budget Presentation	Board of Education 7:30 PM	501 Kings Highway East 2 nd Floor Board Conference Room

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 the office of Special Education, 501 Kings Highway East, Fairfield, CT 06825, Telephone: (203) 255-8379.



Fairfield Board of Education Meeting December 12, 2017

Premium Comparison: CIGNA vs. State Plan 2.0

Premium Comparison	Prior BOE Plan ⁽¹⁾		State Plan 2.0 ⁽²⁾		
	Actual Jul '15-Jun '16	Projected Jul'17-Jun'18	Annualized 7/1/17 Rates	Annualized 10/1/17 Rates	Annualized Blended Rates
Med/Rx Total	\$28,641,344	\$30,562,647	\$27,173,514	\$24,909,353	\$25,475,393
Cost Avoidance (\$)	-----	-----	(\$3,389,133)	(\$5,653,294)	(\$5,087,254)
Cost Avoidance (%)	-----	-----	-11.1%	-18.5%	-16.6%
Dental	\$1,304,227	\$1,383,654	\$1,456,061	\$1,456,061	\$1,456,061
Cost Avoidance (\$)	-----	-----	\$72,407	\$72,407	\$72,407
Cost Avoidance (%)	-----	-----	5.2%	5.2%	5.2%
Med/Rx/Dental	\$29,945,570	\$31,946,301	\$28,629,575	\$26,365,414	\$26,931,454
Cost Avoidance (\$)	-----	-----	(\$3,316,726)	(\$5,580,887)	(\$5,014,847)
Cost Avoidance (%)	-----	-----	-10.4%	-17.5%	-15.7%

⁽¹⁾ assumes BOE remained self-insured with no plan changes, claims experience trended forward to 2017/2018 plan year

⁽²⁾ Projected cost based on June 2017 headcounts and blended premium rates using 3 months of 7/1/17 rates plus 9 months of 10/1/17 rate changes

Connecticut State Partnership Plan 2.0- Participating Groups

Year Joined CT 2.0 Plan	# of Enrolled Groups	Adopt Plan Changes in 2017	# of Employees
2015	2	1	15
2016*	34	19	4,285
2017	24	9	4,661
2018	6	0	3,015
Total	66	29	11,976

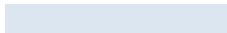
*Fairfield BOE joined State Partnership 2.0 Plan on 7/1/2016 and adopted the SEBAC plan changes on 10/1/2017.

Connecticut State Partnership Plan 2.0- Participating Groups

Enrolled Group	Effective Date	Employee Count	Intent to Move (SEBAC Changes)
Killingworth Town (1.0 transfer)	11/1/2015	6	7/1/2018
Naugatuck Valley COG (1.0 transfer)	12/1/2015	9	10/1/2017
Enfield Fire District 1	3/1/2016	10	7/1/2018
Ferguson Library (Stamford)	3/1/2016	50	10/1/2017
Brookfield Town	4/1/2016	108	7/1/2018
Meriden Housing Authority	4/1/2016	19	10/1/2017
Shaker Pines Fire District 5	5/1/2016	4	7/1/2018
Bethel BOE	7/1/2016	355	10/1/2017
Bethlehem Town (Partial)	7/1/2016	3	10/1/2017
Bozrah BOE (1.0 transfer)	7/1/2016	25	7/1/2018
Bozrah Town (1.0 transfer)	7/1/2016	7	7/1/2018
Bridgewater Town (Partial)	7/1/2016	11	10/1/2017
Brookfield BOE	7/1/2016	325	10/1/2017
Candlewood Lake Authority	7/1/2016	2	10/1/2017
Eastford BOE	7/1/2016	18	10/1/2017
Fairfield BOE	7/1/2016	1,324	10/1/2017
Franklin BOE (1.0 transfer)	7/1/2016	8	10/1/2017
Norfolk Town	7/1/2016	15	7/1/2018
Preston Town & BOE	7/1/2016	68	7/1/2018
Sprague Town (1.0 transfer)	7/1/2016	7	10/1/2017
Sterling BOE	7/1/2016	52	7/1/2018
Trumbull Town	7/1/2016	242	10/1/2017
Union BOE (1.0 transfer)	7/1/2016	8	7/1/2018
Voluntown BOE (1.0 transfer)	7/1/2016	34	7/1/2018
Voluntown Town (1.0 transfer)	7/1/2016	4	10/1/2017
Cornwall Town	8/1/2016	9	7/1/2018
The Mattabassett District	8/1/2016	26	7/1/2018
Stafford Town	8/1/2016	51	7/1/2018
State Education Resource Center	8/1/2016	33	10/1/2017
Bethel Town (Partial)	9/1/2016	55	10/1/2017
East Granby	9/1/2016	19	7/1/2018

Connecticut State Partnership Plan 2.0- Participating Groups

Enrolled Group	Effective Date	Employee Count	Intent to Move (SEBAC Changes)
Middletown BOE (Partial)	9/1/2016	505	10/1/2017
Trumbull BOE	9/1/2016	738	10/1/2017
Quinnipiack Valley (1.0 transfer)	10/1/2016	9	10/1/2017
Monroe Town	11/1/2016	124	7/1/2018
West Haven Library	11/1/2016	17	10/1/2017
Norwalk Transit District	1/1/2017	77	10/1/2017
Darien Library	4/1/2017	28	10/1/2017
Housatonic Area Regional Transit	4/1/2017	54	7/1/2018
Beacon Falls Town	7/1/2017	15	10/1/2017
Charter Oak/Stamford Housing (1.0)	7/1/2017	61	7/1/2018
East Hampton BOE	7/1/2017	224	7/1/2018
East Hampton Town	7/1/2017	65	10/1/2017
Easton Town	7/1/2017	62	7/1/2018
Greater Bridgeport Transit Authority	7/1/2017	123	7/1/2018
Greenwich BOE	7/1/2017	1,020	10/1/2017
Greenwich Town	7/1/2017	1,273	10/1/2017
North Thompsonville Fire District	7/1/2017	4	10/1/2017
Prospect Town	7/1/2017	20	7/1/2018
South Central Regional COG	7/1/2017	5	7/1/2018
Southeast Area Transit District	7/1/2017	49	7/1/2018
West Haven Housing Authority	7/1/2017	24	7/1/2018
Willimantic Switchboard Fire	7/1/2017	6	7/1/2018
Woodstock Town	7/1/2017	11	7/1/2018
Eastford Town	8/1/2017	3	10/1/2017
Bristol Housing (1.0 transfer)	9/1/2017	26	10/1/2017
Greater New Haven Transit Authority	9/1/2017	130	7/1/2018
Norwalk BOE	10/1/2017	1,369	7/1/2018
Putnam Housing	12/1/2017	7	N/A
Torrington Housing	12/1/2017	5	N/A
Bridgeport Housing	1/1/2018	216	1/1/2018
Canterbury Town	1/1/2018	5	1/1/2018
Greenwich Housing Authority	1/1/2018	37	N/A
Hamden Housing Authority	1/1/2018	20	N/A
Norwalk City	1/1/2018	989	N/A
Stamford BOE	1/1/2018	1,748	N/A

 = groups over 500 enrolled

Connecticut State Partnership Plan 2.0- October 1, 2017 Changes

	CT Partnership 2.0 design prior to 10/1/2017		CT Partnership 2.0 Changes effective 10/1/2017		
	In-Network	Out-of-Network	Services in Connecticut NEW	Services Outside of Connecticut- In-Network	Out-of-Network
Deductible	\$350/\$1,400 (waived for HEP compliance)	\$300/\$900	Copay waived for using certain UnitedHealth Premium designated providers ⁽¹⁾	\$350/\$1,400 (waived for HEP compliance)	\$300/\$900
OOP Max	\$2,000/\$4,000	\$2,300/\$4,900		\$2,000/\$4,000	\$2,300/\$4,900
PCP	\$15 copay	20%	\$0	\$15 copay	20%
Specialist	\$15 copay	20%	\$0	\$15 copay	20%
IP Hospital	\$0 copay	20%	\$0 copay	\$0 copay	20%
OP Surgery	\$0 copay	20%	\$0 copay	\$0 copay	20%
ER	\$35 copay (waived if admitted)	20%	\$250 copay (waived if admitted)	\$250 copay (waived if admitted)	20%
Urgent Care	\$15 copay	20%	\$15 copay	\$15 copay	20%
Lab work			No cost share at preferred in-network labs or imaging centers- (Benefit Deferred) ⁽²⁾	20% coinsurance	40%
Diagnostic x-rays/ CT/ Pet/MRIs					
Prescription Drugs					
Deductible	NA	NA	NA	NA	NA
OOP Max	\$4,600/\$9,200	NA	\$4,600/\$9,200	\$4,600/\$9,200	NA
Retail	Maint. ⁽³⁾ /Non-Maint./HEP		Maint. ⁽³⁾ /Non-Maint./HEP	Maint. ⁽³⁾ /Non-Maint./HEP	
Preferred Generic	N/A		\$5	\$5	
Non-preferred Generic	\$5 / \$5 / \$0	20%	\$10 / \$10 / \$0	\$10 / \$10 / \$0	20%
Preferred Brand	\$10 / \$20 / \$5	20%	\$25 / \$20 / \$5	\$25 / \$20 / \$5	20%
Non-Preferred Brand	\$25 / \$35 / \$12.50	20%	\$40/ \$35 / \$12.50	\$40/ \$35 / \$12.50	20%
Mail Order	same as retail	Not Covered	same as retail	same as retail	Not Covered

⁽¹⁾ Copay is waived for using In-network Premium Designation Providers (with 2 blue hearts) in Connecticut ONLY, for primary care and 10 specialties: Allergy & Immunology, Cardiology, Endocrinology, ENT, Gastroenterology, OBGYN, Ophthalmology, Ortho/Surgery, Rheumatology, Urology

⁽²⁾ Site of Service Lab and Radiology \$0 cost share benefit in Connecticut is postponed with unknown go-live date.

⁽³⁾ Mandatory Maintenance Choice program - one 30-day fill, then required 90-day fills at participating pharmacy or mail

Fairfield Public Schools

High School Academic Expectations



Enclosure No . 2

December 12, 2017

Critical and Creative Thinking	Communicating and Collaborating
<p>How do students demonstrate critical and creative thinking to effectively evaluate evidence and construct solutions?</p>	<p>How do students communicate information clearly and effectively in a variety of contexts and work collaboratively to solve problems?</p>
<p style="text-align: center;"><i>Exploring and Understanding</i></p> <p>The student engages in an investigative process by developing a detailed plan and by using a variety of research tools and methodologies.</p>	<p style="text-align: center;"><i>Conveying Ideas</i></p> <p>The student organizes information to support a claim or assertion in a style appropriate to purpose, audience, and task.</p>
<p style="text-align: center;"><i>Synthesizing and Evaluating</i></p> <p>The student weighs evidence, arguments, claims and beliefs in order to critically and effectively solve problems and to justify conclusions.</p>	<p style="text-align: center;"><i>Using Communication (Media) Tools</i></p> <p>The student makes strategic and ethical use of a range of media to enhance understanding of and interest in a claim or assertion.</p>
<p style="text-align: center;"><i>Creating and Constructing</i></p> <p>The student transforms existing ideas and knowledge into original ideas, products, and processes.</p>	<p style="text-align: center;"><i>Collaborating Strategically</i></p> <p>The student takes into account prior knowledge, beliefs, and experiences of self and others; roles and relationships within the group; and the group's purpose, goals, and norms.</p>

Critical and Creative Thinking

How do students demonstrate critical and creative thinking to effectively evaluate evidence and construct solutions?	1 Below Standard	2 Developing	3 Achieving	4 Exemplary
<p><i>Exploring and Understanding</i></p> <p>The student engages in an investigative process by developing a detailed plan and by using a variety of research tools and methodologies.</p>	<p>Even with continual assistance, the student identifies minimal information related to the task and/or plan developed is unrelated to the challenges presented; student struggles to understand central issues; requires continual support to maintain focus, identify appropriate research sites, find relevant data develop and follow an appropriate investigative plan.</p>	<p>With some support, the student identifies some relevant issues and central ideas; develops a limited plan to address the challenges presented in the task; identifies limited research sites; follows an investigative plan; basically understands issues central to a task or argument.</p>	<p>The student analyzes key issues and develops a detailed plan sufficient to address the task; independently selects from a variety of relevant resources and can articulate the rationale for the choices made; creates and follows an appropriate investigative plan of action.</p>	<p>The student analyzes key issues from multiple perspectives, presents original ideas and creates a detailed plan to address the challenges presented in the task; shows persistence; seeks out a variety of relevant resources; articulates the rationale for choices; continually reflects on the effectiveness of the process and adjusts the plan when necessary.</p>
<p><i>Synthesizing and Evaluating</i></p> <p>The student weighs evidence, arguments, claims and beliefs in order to critically and effectively solve problems and to justify conclusions.</p>	<p>Even with continual assistance, the student struggles to find evidence, arguments, claims, or beliefs to defend or weigh an argument and to accomplish the task.</p>	<p>With some support, the student uses appropriate evidence to defend or weigh an argument, claim or belief and to accomplish the task.</p>	<p>The student independently uses appropriate evidence to defend or weigh an argument, claim, or belief in order to effectively accomplish the task.</p>	<p>The student independently considers issues from multiple perspectives to defend or weigh an argument, claim or belief; is self-reflective about his/her own biases and the impact of perspective on the final conclusion.</p>
<p><i>Creating and Constructing</i></p> <p>The student transforms existing ideas and knowledge into original ideas, products, or processes.</p>	<p>Even with continual assistance, the student has difficulty constructing a product or process from the synthesis of existing ideas and information; is unable to develop an original process, product or solution or explain his/her individual creative process.</p>	<p>With some support, the student constructs an original idea, product or process from the synthesis of existing ideas or information. Idea, product or process may be faulty; requires guidance to explain their individual creative process.</p>	<p>The student constructs an original idea, product or process from the synthesis of existing ideas and information; can explain individual creative process.</p>	<p>The student constructs an original idea, product, or process from the synthesis of existing ideas and information; goes beyond original task; work is reflective of sophisticated and skillful thinking; can explain individual creative process.</p>

Communicating and Collaborating

How do students communicate information clearly and effectively in a variety of contexts and work collaboratively to solve problems?	1 Below Standard	2 Developing	3 Achieving	4 Exemplary
<p style="text-align: center;"><i>Conveying Ideas</i></p> <p>The student organizes information to support a claim or assertion in a style appropriate to purpose, audience, and task.</p>	Even with continual teacher assistance, the student has difficulty articulating a claim, lacks awareness of audience and/or evidence.	With support, the student can articulate a claim or assertion to the intended audience with limited or partial information and evidence.	The student clearly and convincingly articulates a claim or assertion to an intended audience using appropriate language and evidence.	The student clearly and convincingly articulates claims, effectively responds to counterclaims; demonstrates flexibility and skill through use of strategic language and evidence to communicate.
<p style="text-align: center;"><i>Using Communication (Media) Tools</i></p> <p>The student makes strategic and ethical use of a range of media to enhance understanding of and interest in a claim or assertion.</p>	Even with continual teacher assistance, the student selects tools and media resources that are inappropriate; fails to use tools and media resources responsibly; ineffectively communicates ideas.	With support, the student selects and utilizes appropriate tools and media resources; responsibly communicates information with uneven effectiveness.	The student selects and utilizes appropriate tools and media resources responsibly and effectively to communicate information.	The student skillfully selects from and reflects upon choice of media; uses tools and media resources flexibly and responsibly to communicate information.
<p style="text-align: center;"><i>Collaborating Strategically</i></p> <p>The student takes into account prior knowledge, beliefs, and experiences of self and others; roles and relationships within the group; and the group's purpose, goals, and norms.</p>	Even with continual teacher guidance and encouragement, the student demonstrates limited participation, struggles with considering diverse perspective, lacks understanding of the group's purpose and/or is disruptive to the group process.	With support, the student contributes to the group in a limited manner, reflecting superficially and struggling to adhere to purpose, goals, roles and group norms.	The student participates in the group, taking individual responsibility for using strategies that effectively fulfill group purpose/goals while respectfully considering diverse perspectives, member roles and responsibilities, and group norms.	The student participates effectively and enhances group effectiveness by building group cohesion: eliciting feedback, helping the group to adhere to norms, considering group members' knowledge and roles and by encouraging the exploration of diverse viewpoints and experiences.

Fairfield Board of Education

Proposed Capital Project Requests 2018 - 2019

**Sherman Elementary School
Phase III Renovation and
Addition Project**



**Mill Hill Elementary School
Renovation and Addition
“Project Team Initial Funding”**

December 8, 2017

Dear Board of Education Members:

This booklet provides an overview of the following 2018-2019 Proposed Capital Project Requests that will require building committees:

1. Sherman Elementary School Phase III Renovation and Addition
2. Mill Hill Renovation and Addition - Project Team Initial Funding

The above have been included in long-term facilities planning over the last five years and are listed in the Fairfield Public Schools' Facilities Plan.

Information for each project is provided using the 14-point format devised by the Town of Fairfield and includes:

- Justification and background information.
- A cost estimate that includes previous project information, verbal quotations, and/or written proposals.
- Photographs of projects in existing conditions.

We hope you find this information helpful and we are confident it will answer many of your questions as we begin the budget discussions. Thank you for your continued support.

Sincerely,



Toni Jones, Ed.D.
Superintendent of Schools

Fairfield Public Schools 2018-2019 Capital Project Requests

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<u>Location</u>	<u>Project</u>	<u>Estimated Cost</u>	<u>Page</u>
Sherman Elementary School	Phase III Renovation and Addition	\$ 3,200,000	1
Mill Hill Elementary School	Project Team Initial Funding	\$ 1,500,000	9
	Total	\$ 4,700,000	

Sherman Elementary School

Renovation and Addition Project – Phase Three

\$ 3,200,000

Background: Sherman Elementary School is in need of the final (phase three) renovation and addition to complete the project that began in 2009-2010. The school building was built in 1963 and at that time had a building capacity of 315 students. The October 1, 2017 enrollment is 470 students. The project in 2009-2010, performed by Philip Cerrone Architect, was phase one and involved the Annex Building addition with six classrooms. The project in 2011-2012 was phase two and involved a partial renovation and addition performed by Wiles + Architect, LLC. The temporary (portable) classroom, (originally purchased in 2001) that exists on the site was relocated in 2003 from Fairfield High School.

Purpose & Justification: The condition of the school building is considered good. Some of the building systems that exist were designed back in the 1960's and therefore require upgrading for building codes, fire codes, ADA and health codes to bring the school building up to and as close as possible to the 2019 design. The renovation and addition will now provide the school building the proper space capacities needed to support the district curriculum for the staff and students to lead Sherman Elementary School into the future in Fairfield.

Detailed Description: This expenditure would cover the cost of hiring a project team to provide design development drawings and specifications for cost estimates for the Town of Fairfield to hear and consider an appropriation for the renovation and addition project. This project would require the Town of Fairfield to assign a building committee for the full project in the hopes of filing for and receiving State of Connecticut reimbursement.

Estimated Cost: The cost of this funding request is \$3,200,000. This number is based on similar projects undertaken in the school system and a probable construction cost based on previous elementary school projects. This cost number must not exceed the amount calculated under the FEMA regulation of 50% of the value of the property for improvements due to the location so close to a major watercourse.

Long Range Costs: The project team funding will provide good estimates for construction numbers for the full project request and will be good for up to three years.

Demand on Existing Facilities: Not applicable.

Security, Safety and Loss Control: This project would include security/safety infrastructure measures for all new work performed within the school building and for the school site.

Environmental Considerations: Not applicable.

Funding, Financing & SDE Reimbursement: This project would not proceed without funding approval. There are no State or Federal regulations that require this project to be undertaken. This project will be partially eligible for reimbursement through the State Department of Education, Bureau of School Facilities.

Schedule, Phasing & Timing: The schedule is to begin working with the project team as soon as possible; to provide a partial renovation and addition for the 2019 school year with completion in place and ready for the start of the new school year.

Other Considerations: This work will be bid out by the Town Purchasing Department and will be performed by outside contractors.

Alternates to the Request: The alternate to this request is to do nothing. This alternative will delay the needed school building upgrades to fix the capacity deficiencies, and meet the demands of the growing enrollment issues at this elementary school. This delay will further delay other similar projects scheduled in the BOE future planning.

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) not previously performed
20,000	ADA (American Disabilities Act) upgrades
27,500	HVAC Equipment Controls
25,000	Security and Safety upgrades
180,000	APR stage removal for increased enrollment
15,500	Electrical panel upgrades
45,000	Low voltage upgrades
100,000	New lockers throughout the school
255,000	Parking lot upgrades and new parent drop off/pickup (Fern Street)
500,000	New stage addition off of gymnasium
150,000	Construction Contingency

\$ 355,000

Soft Cost/Miscellaneous items:

Architectural / Engineering
Hazardous material investigations
Environmental consultants
Start up and training to take over new equipment
Protection and cleaning of school
Unforeseen conditions during demolition/new construction

Total Budget Estimate (2019 dollars) \$ 3,200,000



Sherman School front view



Sherman School rear view



Sherman School Fern Street side view



Sherman School annex building view

Mill Hill Elementary School

Project Team Initial Funding

\$ 1,500,000

Background: Mill Hill Elementary School is in need of a partial renovation and new addition to meet the capacity deficiencies, enrollment needs, and to eliminate the five existing temporary (portable) classrooms. The school building was built in 1955. The current building configuration identifies that the building capacity is 378 students. The October 1, 2017 enrollment is 347 students. The temporary (portable) classrooms were installed on the school site (one in 2000, one in 2001, and three in 2008).

Purpose & Justification: The condition of the school building is considered good but all building systems were designed to the 1950's building codes, fire codes, ADA and health codes and will require upgrades at this time to bring the school building up to and as close as possible to the 2019 design. The renovation and addition now will provide the school building the proper space capacities needed to support the district curriculum for the staff and students to lead Mill Hill Elementary School into the future in Fairfield.

Detailed Description: The expenditure would cover the cost of hiring a project team to provide design development drawings and specifications for cost estimates for the Town of Fairfield to hear and consider an appropriation for the renovation and addition project. The expenditure would also cover the cost of relocating temporary (portable) classrooms for the renovation and addition on the current site.

Estimated Cost: The cost of this funding request is \$1,500,000. This number is based on similar projects previously undertaken in the system and a probable construction cost estimate provided by Ken Boroson Architects at the Riverfield and Holland Hill School projects. This cost number also includes the cost estimate for the relocation of the temporary (portable) classrooms.

Long Range Costs: The project team funding will provide good estimates for construction numbers for the full project request and will be good for up to three years.

Demand on Existing Facilities: Not applicable.

Security, Safety and Loss Control: This project would include security/safety fencing around the relocated temporary (portable) classrooms and will reduce safety and loss control by drastically reducing the risk of the area for the temporary (portable) classrooms while school is in session.

Environmental Considerations: Not applicable.

Funding, Financing & SDE Reimbursement: This project would not proceed without funding approval. There are no State or Federal regulations that require this project to be undertaken. This project is eligible for reimbursement through the State Department of Education, Bureau of School Facilities.

Schedule, Phasing & Timing: The schedule is to begin working with the project team as soon as possible and to plan the best location for an addition on the site that may involve the relocation of the temporary (portable) classrooms over the summer of 2019 to be in place and ready for the start of the new school year.

Other Considerations: The work will be bid out by the Town Purchasing Department and will be performed by outside contractors.

Alternates to the Request: The alternate to this request is to do nothing. This alternative will delay the upgraded capacity deficiency issues that currently exist within the school building. This will also delay the need to bring the school building up to current codes and standards including indoor air quality upgrades. This delay will not address the existing five temporary (portable) classrooms that are aging and will require renovation funding moving forward.

Mill Hill Elementary School

Project Team Initial Funding **\$ 1,500,000**

Details

Architect/Engineers/Consultants	\$595,500
<ul style="list-style-type: none">• 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	
Environmental/Haz-Mat Consultant	\$112,000
Surveyor	\$ 15,000
Geotech Engineer	\$ 25,000
LEED/Green Building Consultant	\$ 25,000
Construction Management/Owner Representative	\$225,000
Legal	\$ 15,000
Expenses	\$ 49,000
Temporary (portable) Classrooms Relocation	\$250,000
<ul style="list-style-type: none">• Setup & Takedown• Moving and relocation• Utilities• IT & Security Infrastructure	
Contingency & Escalation	\$188,500
Total Budget Estimate (2019 Dollars)	\$ 1,500,000



Mill Hill School front view



Mill Hill School rear view



Mill Hill School portable (temporary)
classrooms triple unit



Mill Hill School portable (temporary)
classrooms double unit

Fairfield Board of Education Proposed Capital Non-Recurring Projects 2018 – 2019



**Systemwide Security and Safety
Infrastructure Project**



**Secondary Schools
I.T. CAT 6 Quad Electrical Project**



**Fairfield Ludlowe High School
Student Parking Lot Replacement Project**



**Systemwide I.T. Switch
Replacement Project**

December 8, 2017

Dear Board of Education Members:

This booklet provides an overview of the following 2018-2019 Proposed Capital Non-Recurring Project Requests:

1. System-wide Security Infrastructure Upgrades
2. Secondary Schools I.T. CAT 6 Electrical project
3. Fairfield Ludlowe High School Student Parking Lot
4. System-wide I.T. Switch Replacement project

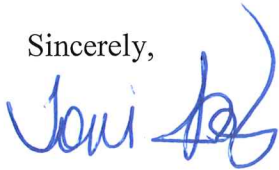
All of the above have been included in long-term facilities planning over the last five years and are listed in the Fairfield Public Schools' Facilities Plan.

Information for each project is provided using the 14-point format devised by the Town of Fairfield and includes:

- Justification and background information.
- A cost estimate that includes previous project information, verbal quotations, and/or written proposals.
- Photographs of projects in existing conditions.

We hope you find this information helpful and we are confident it will answer many of your questions as we begin the budget discussions. Thank you for your continued support.

Sincerely,



Toni Jones, Ed.D.
Superintendent of Schools

Fairfield Public Schools
2018-2019
Capital Non-Recurring Projects

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	Total	\$ 1,793,245	

Security Infrastructure Upgrades

Systemwide

\$ 345,250

Background: Following the Sandy Hook Elementary School tragedy, the Fairfield Police Department along with the Central Office Administration conducted a security assessment of all the Fairfield Public School buildings. Based on this assessment the Fairfield Police Department recommended several improvements to the Fairfield Public Schools' security infrastructure. Many of the security projects have been performed and completed over the past three years from the 2015-2016, 2016-2017, and 2017-2018 funding requests. This proposed funding request will be for the completion work on phases one and two specific to the intrusion panels.

Purpose & Justification: The purpose of this funding request is to make security infrastructure improvements as recommended by the Fairfield Police Department. These recommended improvements will enhance the security and safety at our facilities for our students and staff. The scope of this work is too great to be handled within the BOE operating budget.

Detailed Description: This expenditure would cover the total costs for completion of the intrusion panels to our school facilities. Details about these specific improvements cannot be shared in public upon the advice of the Fairfield Police Department.

Estimated Cost: The cost of this funding request is \$ 345,250. Estimates were provided by bids received from multiple professional licensed contractors/vendors for the intrusion panels as part of the projects in this funding request.

Long Range Costs: Most of the projects listed do not have added long-term costs associated with their implementation. There will be normal operating costs associated with everyday maintenance and upkeep as well as to make sure all security systems, devices, and equipment are running properly. If the school system's security account and budget continue to be maintained at current levels, no increase will be needed to maintain this equipment on an annual basis.

Demand on Existing Facilities: These projects will not add any additional demand to the existing facilities.

Security, Safety and Loss Control: This project would greatly enhance security, safety and loss control by improving monitoring capabilities, hardening of our facilities against unauthorized entry, and enhancing communications during emergencies.

Environmental Considerations: None

Funding, Financing & SDE Reimbursement: These projects would not proceed without funding approval. There are no State or Federal regulations that require this project to be undertaken. This project is not eligible for reimbursement through the State Department of Education, Bureau of School Facilities. Grant funding through the CT Department of Emergency Management and Homeland Security "School Security Competitive Grant Program" (SSCGP) will be applied for if they are available to offset some of these costs for the 2018-2019 fiscal year.

Schedule, Phasing & Timing: Approval of this funding will allow the implementation of these projects over the next two years as identified in the Fairfield Public Schools Facilities Plan “Waterfall Schedule”.

Other Considerations: The Town of Fairfield Purchasing Department will award the work per the purchasing guidelines and all work will be performed by outside professional licensed contractors/vendors.

Alternates to the Request: The alternate to this request is to do nothing. This alternative will leave some of our school buildings without intrusion panel safety and leave a breach in the school security program.

Systemwide

Security Infrastructure Projects – Completion	\$ 345,250
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Details

Completion of Intrusion Panels	\$ 345,250
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Total	\$ 345,250
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New England Glass Armor Security Panels Protects schools from Intrusion Vandalism Theft



New England Glass Armor

35 Corporate Ridge Hamden, CT 06514
203 640 0668 www.neglassarmor.com

- Custom designed and installed panels for any shape or size windows and doors; whether interior or exterior
- Protects windows and doors from impact, vandalism, theft and intruders
- Does not change the appearance of the existing building, windows and doors
- Panels are UV-rated and available in clear, tinted, anti-graffiti and in several thicknesses, including bullet-proof
- New England Glass Armor is an affordable alternative for school safety
- Be safe, sound and secure at school





New England Glass Armor security panels

Systemwide

Information Technology and Electrical Upgrades

\$ 200,000

Background: The existing multimedia projectors at the schools, installed before 2012, require data cabling to connect with a centralized management server located at the central office. This system allows the district personnel to monitor projector performance; identify bulbs and other consumables that are in need of replacement and allow remote control of the projectors to enable technicians to adjust projectors without the need to visit the classroom. In addition, the district has been migrating to wireless projection using various computing devices by both teachers and students to share and discuss work. In the schools with older projection installations, only two outlets were installed. In order to support the wireless projection devices, which also require a power source, additional outlets are required to put those rooms on par with other classrooms with more recent installation.

Purpose & Justification: All teachers and students need access to technology in their classrooms to facilitate instruction and delivery of curriculum. Remote management of the projectors maximizes the efficiency of the support staff and the uptime of the equipment for teachers.

Detailed Description: This expenditure would cover the cost for the installation of the low voltage cabling and installation of the additional dual outlet and/or quad outlet for the secondary schools. The estimate details the data cabling and electrical outlets at an estimate of \$275 per room before bidding. The grand total is projected at \$200,000.

Estimated Cost: The cost of this funding request is \$200,000, which includes the engineering professional for documents for bidding purposes as well as a small contingency for unforeseen conditions in the school buildings.

Long Range Costs: This project has no long range cost other than preventative maintenance to monitor systems and to prepare for any damaged cable or electrical outlet issues. This new work is expected to last 15 years.

Demand on Existing Facilities: This project would facilitate remote control of the projectors, maximizing technician efficiency and limiting downtime of the projection systems in the classrooms.

Security, Safety and Loss Control: This project would enable proactive action regarding replacing projection bulbs.

Environmental Considerations: Not applicable.

Funding, Financing & SDE Reimbursement: This project would not proceed without funding approval. There are no State or Federal regulations that require this project to be undertaken. This project is not eligible for reimbursement through the State Department of Education, Bureau of School Facilities.

Schedule, Phasing & Timing: This work would be planned as a summer project and will be completed in preparation for the new school year.

Other Considerations: This work will be bid out by the Town Purchasing Department and will be performed by outside contractors.

Alternates to the Request: The alternate to this request is to do nothing, which creates inequity between classrooms for access to projection technology systems.

Systemwide

Information Technology and Electrical Upgrades

\$ 200,000.00

Details

Licensed contractor to provide labor and materials
Prepared by: Yankee Electric and Auto Home Commercial Companies

Scope:

To upgrade existing Information Technology conditions related to the multimedia projectors by providing CAT 6 low voltage wiring and electrical power quad outlets next to all multimedia projectors in the secondary schools.

Contractor Breakdown:

Electrical

Investigate school building electrical panel locations for spare breakers and feeders for new power requirements.
Remove acoustical ceiling pads to run new power wiring.
Provide material and labor for new quad outlets in all classrooms with multimedia projectors.
Run electrical power lines to main electrical panel.
Label and mark breaker locations clearly with marker.
Start-up and testing of units.
One year warranty.
Permits as required.

Low Voltage

Investigate school building MDF closet location for CAT 6 wiring integration.
Remove acoustical ceiling pads to run new low voltage wiring.
Provide material and labor for new CAT 6 wiring integration in all classrooms with multimedia Projector systems.
Run low voltage wiring lines to MDF closet.
Label and mark breaker locations clearly with marker.
Start-up and testing of units.
One-year warranty.
Permits as required.

\$ 180,000.00

Licensed professional engineer to provide labor and materials
Prepared by: van Zelm Engineers, Inc.

Professional Consultant Breakdown:

Provide professional engineering drawings and specifications for information technology low voltage CAT 6 wiring and electrical power quad outlets for school classrooms with multimedia projector systems.

\$ 10,000.00

Contingency:

For unforeseen conditions in the school buildings.

\$ 10,000.00

Total

\$ 200,000.00



CAT 6 low voltage rack cabinet



Electrical power quad outlet

Fairfield Ludlowe High School

Student Parking Lot Replacement

\$ 275,000

Background: The existing student parking lot is deteriorating and in poor condition. This parking lot is specifically designated for the student drivers. The existing condition parking lot is at least 13 years old and has received several patches over the years in an effort to maintain usable conditions. This request is for funding the repair and replacement of the parking lot, new subsurface grading for proper drainage, new striping line markings and numbers, as well as new speed tables with required signage.

Purpose & Justification: The condition of the parking lot is deteriorating to the point that repairs are not repairable. The parking lot receives a lot of student traffic throughout the school year and is a main thoroughfare for all through traffic along the Webster Wing portion of the high school. This parking lot is also used by parents and visitors for FLHS after-hour events and activities.

Detailed Description: This expenditure would cover the total cost of the project for the entire student parking lot. This would include all labor and material, soil testing, reclaiming bituminous material, regrading for proper drainage, new bituminous paving, new striping markings, new number markings and new speed tables with required signage.

Estimated Cost: The cost of this funding request is \$275,000. This number is based on similar repair and repaving projects undertaken in the Town of Fairfield and at our schools as well as estimates provided by professional licensed contractors for this specific site.

Long Range Costs: This repaving project is expected to last at least 10 years. Long-range costs would only relate to general preventative maintenance and repairs as they come up year to year.

Demand on Existing Facilities: This project would reduce the probability of staff and students falling and getting hurt in the parking lot as well as cause less damage to vehicles using the parking lot.

Security, Safety and Loss Control: This project would enhance safety and loss control by drastically reducing the risk of injury to students and staff using the parking lot and walking through it.

Environmental Considerations: Drainage will be included with this project to make sure water run-off is accounted for and properly discharged off the site, which in turn will improve the environment.

Funding, Financing & SDE Reimbursement: This project would not proceed without funding approval. There are no State or Federal regulations that require this project to be undertaken. This project is not eligible for reimbursement through the State Department of Education, Bureau of School Facilities.

Schedule, Phasing & Timing: The schedule is to have all this work done in the summer of 2018 and to be completed and ready for the new school year.

Other Considerations: The work will be assigned to a State Approved contracted paving contractor, a State Approved contracted reclaiming contractor, with help from the Town of Fairfield Department of Public Works.

Alternates to the Request: The alternate to this request is to do nothing. This alternative will delay this needed replacement and further delay other similar projects scheduled in the BOE future planning. This could increase the risk of injury to students and staff, as well as visitors to the site for after hour-events.

Fairfield Ludlowe High School

Student Parking Lot Replacement

\$ 275,000

Details

Licensed contractor to provide labor and materials

Prepared by: Garrity Asphalt Reclaiming
Tilcon Connecticut Inc.
Safety Marking Inc.

Breakdown:

Garrity Asphalt Reclaiming

Reclaiming existing bituminous material.
Load excess material.
Fine grading, adding fill if needed.
Rolling existing sub base material to accept new bituminous.

\$ 24,832.50

Tilcon Connecticut Inc.

Install new bituminous paving material binder course.
Roll and compact.
Install new bituminous paving material surface course.
Roll, compact finish surface.
Install speed tables.
Install bituminous curbing.

\$ 232,188.60

Safety Marking Inc.

Paint paving markings – Regular Stalls with numbers.
Paint paving markings – Hatching for Emergency.
Paint paving markings – Handicap stalls, crosswalks and stop bars.

\$ 5,478.90

Contingency

For unforeseen conditions on the school site.

\$ 12,500.00

Total

\$ 275,000



FLHS student parking lot deteriorating bituminous paving showing cracks and several patches





FLHS student parking lot deterioration after more than 13 years of use

Systemwide

Informational Technology Switch Replacement Project – Phase 1

\$972,995

Background: Local Area Network switches are the backbone of any network. All receptacles for Ethernet access found in classrooms are wired back to a distribution closet, which contains racks containing switches. There is a patch panel in the rack to which the wire from the classroom receptacle is terminated. Then a cable is connected from the patch panel to the switch.

These receptacles and their ports (aka plugs) service all computers, printers, wireless access points, electronic door locks, surveillance cameras, and all things that require Ethernet access. The switches also provide low voltage power.

The district last replaced LAN switches over a three-year period in 2009-2011. Since that time, we have more than doubled the number of ports (outlets) through acquisition of refurbished equipment to maintain and expand the network. The district's original port count was approximately 8,100 in 2010. It is currently 16,608 and continues to grow annually as new equipment and features are added to the system.

The typical life span of a switch is 5-7 years.

Purpose and Justification: The current switches are approaching ten years in age. Replacement parts are becoming hard to find, and are only refurbished, not new. They cannot meet our needs for Power over Ethernet capacity nor power newer wireless access points and potentially Internet Protocol (IP) phones. They cannot support newer, faster transmission speeds.

Adding capacity or additional switches to our network requires us to connect them to each other in a way that slows down the communication between the user's computer and the source of information. The district is moving to 24/7/365 learning, where the majority of our educational resources is found through the Internet. Speed is of the essence for both access to those resources, online testing, and operations (e.g. security). Educational time lost due to slow response times is time that cannot be recovered.

The current switches are managed and configured through software that is no longer supported by the manufacturer, as it is already end of life.

Detailed Description of Proposal:

See attached spreadsheet for details. Proposal is to migrate the Ethernet switches in two phases:

1. High Schools, WFC – AHS, and Central Office Administration
2. Middle Schools and Elementary schools

The order will be dependent upon requirements to support additional security devices, Wi-Fi or VOIP (phones). These new devices have new power requirements which are dependent on new switch capacity.

School's "main distribution frame" switch closets which supports access to transmission connections, referred to commonly as the MDF would be the priority for each site. Intermediate distribution closets (IDF) would be secondary.

Current projects that require the new switch capacity are:

- Expansion and upgrade of Wi-Fi access in the K-8 schools
- Expansion of security cameras
- Implementation of VOIP phone system

Costs will include the hardware, software, warranty, installation, configuration and project management.

Phase 1 Cost Estimate for the High Schools, WFC – AHS, and Central Office Administration
\$972,995

Phase 2 Cost Estimate for all K-8 schools
\$1,040,885

Total Project Cost \$2,013,880

Grant Filing:

Estimated E-Rate grant \$461,314

Net Total Cost if Grant Approved \$1,552,566

Note: This cost estimate is based on currently available Cisco switch product, pre bid, and subject to availability at the time funding is available. It does not consider adding port capacity, but will provide throughput and support newer protocols required for projects on the horizon, listed above.

E-Rate grant funding is subject to availability and approval at time of project commencement. Current priority 2 E-Rate funds are available through FY 2019.

Reliability of Estimated Cost: We began our estimations through online sites of vendors that cater to educational pricing, and then asked our current Cisco vendor for a close to accurate estimate based on our equipment criteria.

The largest unknown would be the availability of the represented model and brand at the time of a phased implementation. We would want to secure funding for the entire project, and get commitment from the vendor for availability throughout the project. This is a key justification for bonding the project so all the funds are committed up front, and then spent as the project can be feasibly implemented.

Payback: In addition to the benefits outlined above, the new switch hardware runs more efficiently than the current equipment, which in theory reduces power consumption.

If we are able to secure funding in 2019 for the project, we may have access to E-Rate funds. This grant is also known as the Universal Service Fund. Projects of this nature are referred to as Priority 2 funding, for which there is a qualification formula. Under the 2017 calculation, the district would qualify for \$1.1 million under the program, with our 40% rate, which translates to a grant of \$440,000. Please note, however, that the funding for Priority 2 projects is only authorized through the 2019 year of the grant program and is enrollment dependent.

Additional Costs: A site survey will be performed to insure fiber and other connectivity between closets is sufficient for the newer product. Cost estimated at \$20,000.

Annual Smart Net operating system and technical support costs for critical switches will be an additional charge (see chart for cost per switch). We do not expect, nor need to put Smart Net on all devices, only those critical or cost prohibitive to spare.

Additional Use or Demand on Existing Facilities: Because newer switches have a smaller footprint, impact on existing closets will be positive- allowing growth without the cost of additional racks.

Alternates to this request: If we do nothing, we will reach capacity limitations in the switch rack locations and be unable to expand nor use newer technologies to support IoT (The Internet of Things) such as wireless connectivity

Safety and Loss Control: All equipment will be locked in secure spaces until deployed.

Environmental Conditions: Newer equipment is more energy efficient, so it will save energy costs. The hardware takes up less physical plant than older equipment.

Insurance: FPS insurance will cover damage/replacement costs. The equipment comes with a limited lifetime warranty.

Systemwide

Informational Technology Switch Replacement Project – Phase 1

\$972,995

Detailed Description of Proposal:

Proposal is to migrate the Ethernet switches in the High Schools, WFC – AHS, and Central Office Administration.

The order will be dependent upon requirements to support additional security devices, Wi-Fi or VOIP (phones). These new devices have new power requirements which are dependent on new switch capacity.

School's "main distribution frame" switch closets, referred to commonly as the MDF, would be the priority for each site as the switch closet that supports access to transmission connections (demarcation points). (Intermediate distribution closets (IDF) would be secondary).

Current projects that require the new switch capacity are:

- Expansion and upgrade of Wi-Fi access in the K-8 schools
- Expansion of security cameras
- Implementation of VOIP phone system

Costs:

Costs will include the hardware, software, warranty, installation, configuration and project management and is estimated at a total of \$972,995.

This cost estimate is based on currently available Cisco switch product, pre bid, and subject to availability at the time, funding is available. It does not consider adding port capacity, but will provide throughout and support newer protocols required for projects on the horizon, listed above.

ERate grant funding is subject to availability and approval at time of project commencement. Current priority 2 ERate funds are available through FY 2019.

Reliability of Estimated Cost:

We began our estimations through online sites of vendors that cater to educational pricing, and then asked our current Cisco vendor for a close to accurate estimate based on our equipment criteria.

The largest unknown would be the availability of the represented model and brand at the time of a phased implementation. We would want to secure funding for the entire project, including phase 2 and get commitment from the vendor for availability throughout the project. This is a key justification for bonding the project so all the funds are committed up front, and then spent as the project can be feasibly implemented.

Payback:

In addition to the benefits outlined above, the new switch hardware runs more efficiently than the current equipment, which in theory reduces power consumption.

If we are able to secure funding in 2019 for the project, we may have access to ERate funds.

This grant is also known as the Universal Service Fund. Projects of this nature are referred to as Priority 2 funding, for which there is a qualification formula. Under the 2017 calculation, the district would qualify for \$1.1 million for the whole project (both phases) under the program, with our 40% rate, which translates to a grant of \$440,000 for the whole project.

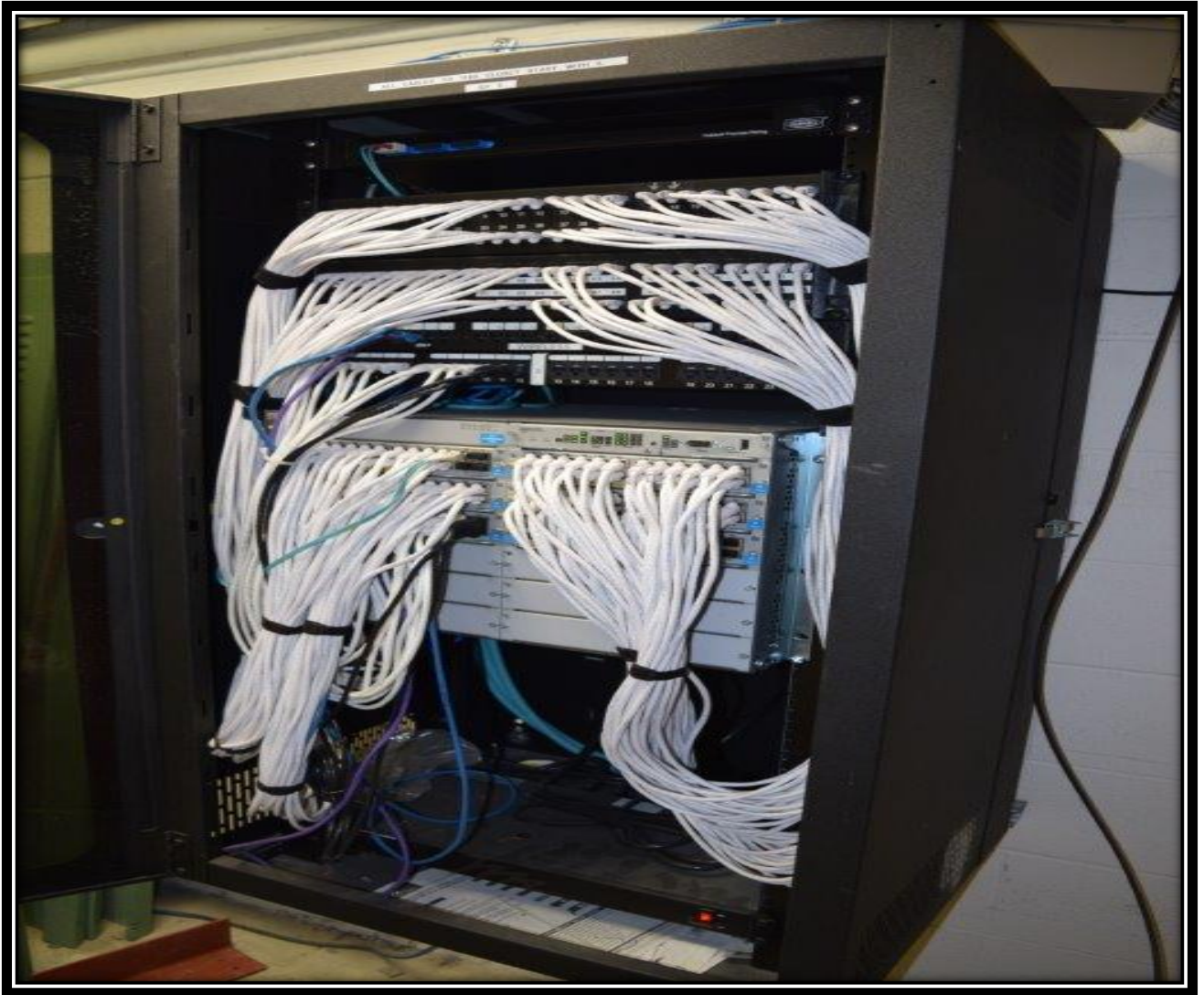
Please note, however, that the funding for Priority 2 projects is only authorized through the 2019 year of the grant program and is enrollment dependent.

Additional Costs:

A site survey will be performed to insure fiber and other connectivity between closets is sufficient for the newer product. Cost estimated at \$ 20,000.

Annual Smart Net operating system and technical support costs for critical switches will be an additional charge (see chart for cost per switch). We do not expect, nor need to put Smart Net on all devices, only those critical or cost prohibitive to spare.

Total project costs for this phase one work **\$ 972,995**



End of Life switch conditions photo



ws-c4500x-40x-ews-c3850-12xs-e*

State of the Art switch photo

Switches

Our switches are constantly learning. Constantly adapting. Constantly protecting. In your data center, core, or edge. This is the new era in networking. The Network. Intuitive.



[New Innovations](#) [Products](#) [Services](#) [For Partners](#)

[Let Us Help](#) ▾

Switching for a changing world

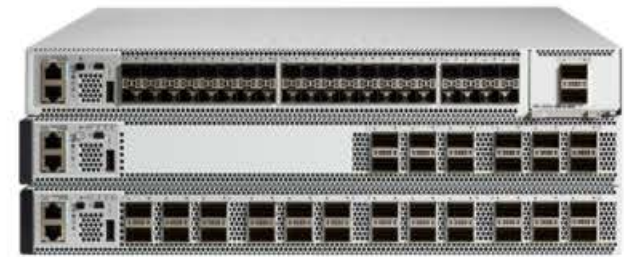
Our Catalyst 9000 switches constantly adapt to help you solve new challenges. Their integrated security helps you address ever-changing threats. They simplify management of your evolving mobility, Internet-of-Things (IoT), and cloud requirements. Introducing an entirely new era of networking. The Network. Intuitive.



Catalyst 9300 Series



Catalyst 9400 Series



Catalyst 9500 Series

December 12 2017 BoE Bylaw Amendment

Sponsored by: Jessica Gerber

Article Number II, Section 3C. – Secretary (9123), Page 4

Current Language

“The Secretary shall perform all functions prescribed or that office by State Law and such other duties as the Board shall from time to prescribe. The Secretary shall be responsible for the minutes of Board meetings and shall certify by his or her signature the minutes of each meeting in the original record. The minutes shall contain a list of the speakers on each side of every question with an abstract or the text of each address. Minutes shall contain a notice in bold type indicating that the full meeting recording can be obtained from the District and list any other forms that may be available to the public. Minutes shall be open to public inspection under such regulations for the safeguarding of its records as the Board shall from time to time adopt.”

Proposed Revision

“The Secretary shall perform all functions prescribed or that office by State Law and such other duties as the Board shall from time to prescribe. The Secretary shall be responsible for the minutes of Board meetings and shall certify by his or her signature the minutes of each meeting in the original record. ~~The minutes shall contain a list of the speakers on each side of every question with an abstract or the text of each address.~~ Minutes shall contain a notice in bold type indicating that the full meeting recording can be obtained from the District and list any other forms that may be available to the public. Minutes shall be open to public inspection under such regulations for the safeguarding of its records as the Board shall from time to time adopt.”

Revised bylaw

“The Secretary shall perform all functions prescribed or that office by State Law and such other duties as the Board shall from time to prescribe. The Secretary shall be responsible for the minutes of Board meetings and shall certify by his or her signature the minutes of each meeting in the original record. Minutes shall contain a notice in bold type indicating that the full meeting recording can be obtained from the District and list any other forms that may be available to the public. Minutes shall be open to public inspection under such regulations for the safeguarding of its records as the Board shall from time to time adopt.”

Rationale: For many years, the bylaw language on minutes was basically as it is proposed in the revision above. In 2013 and 2014, revisions were made to the minutes bylaw which appeared to complicate matters and resulted in hours of time wasted at the Board table, debating minutes. Since before the first bylaw revision in November 2013 there had been no major issues with the minutes, I would like to return to the original language.

**Special Meeting Notes
Fairfield BoE; November 28, 2017**

Call to order of the Organizational Meeting of the Board of Education and Roll Call

Chairman Philip Dwyer called the Regular meeting to order at 5:34PM. Present were members Trisha Pytko, Jennifer Leeper (arrived 5:40PM), Christine Vitale, Jessica Gerber, Philip Dwyer, Jennifer Jacobsen, Jennifer Maxon-Kennelly, Nick Aysseh and Jeff Peterson. Others present were Superintendent Dr. Toni Jones, Stephen Sedor and Colleen Deasy.

Business Items

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion "that the Board of Education hereby moves into Executive Session to discuss records, reports and statements of strategy or negotiations with respect to collective bargaining and to invite Attorney Sedor and Attoney Deasy; and to discuss superintendent evaluation; in accordance with Connecticut General Statutes CGS 1-210(b)(9)" Motion passed 8-0 (Ms. Leeper was not present at this time).

The Board came out of executive session at 6:47PM

Adjournment

Mr. Aysseh moved/Ms. Pytko seconded to adjourn the Special Meeting. Motion passed 9-0. Meeting adjourned at 6:48PM

**Organizational Meeting Minutes
Fairfield BoE, November 28, 2017**

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 Organizational Meeting of the Board of Education and Roll Call

Chairman Philip Dwyer called the Regular meeting to order at 7:02PM. Present were members Trisha Pytko, Jennifer Leeper, Christine Vitale, Jessica Gerber, Philip Dwyer, Jennifer Jacobsen, Jennifer Maxon-Kennelly, Nick Aysseh and Jeff Peterson. Others present were Superintendent Dr. Toni Jones, members of the central office leadership team, and approximately 20 members of the public.

Election of Temporary Chairman/Secretary

Mrs. Gerber moved/Mrs. Maxon-Kennelly seconded the recommended motion “that in accordance with the By-Laws, Superintendent Dr. Jones will serve as Temporary Chairman/Secretary during the election of Board Officers.” Motion passed 9-0.

Election of Board Officers

Election of Board of Education Chairman

Mrs. Maxon-Kennelly nominated Mr. Dwyer for Chairman.

Votes for Mr. Dwyer – 7 (Ms. Leeper, Mrs. Vitale, Mrs. Gerber, Mr. Dwyer, Mrs. Jacobsen, Mrs. Maxon-Kennelly, Mr. Peterson)

Mr. Dwyer is voted in as Chairman

Election of Board of Education Vice Chairman

Mr. Aysseh nominated Mrs. Jacobsen for Vice Chairman.

Votes for Mrs. Jacobsen – 9

Mrs. Jacobsen is voted in as Vice Chairman

Election of Board of Education Secretary

Ms. Pytko nominated Mrs. Gerber for Secretary

Votes for Mrs. Gerber – 9

Mrs. Gerber is voted in as Secretary

DRAFT

Discussion of Bylaws

Mr. Dwyer asked Board members to submit requested Bylaw changes in template format prior to December 6, in time for the call of the December 12 meeting. He also asked Board members to submit committee member requests for the upcoming year.

Mrs. Gerber: Plans to submit a Bylaw amendment addressing meeting minutes.

Mr. Aysseh: Will propose a Bylaw amendment addressing the formation of a finance subcommittee.

Ms. Leeper offered to work with Mr. Aysseh on specific wording.

Adjournment

Mrs. Gerber moved, Mr. Aysseh seconded to adjourn the Organizational Meeting.

Motion Passed: 9-0

Meeting adjourned at 7:13PM

*Submitted by Jessica Gerber
Fairfield BOE Secretary*

DRAFT

**Regular Meeting Minutes
Fairfield BoE, November 28, 2017**

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 7:15PM. Present were members Trisha Pytko, Jennifer Leeper, Christine Vitale, Jessica Gerber, Philip Dwyer, Jennifer Jacobsen, Jennifer Maxon-Kennelly, Nick Aysseh and Jeff Peterson. Others present were Superintendent Dr. Toni Jones, FLHS student representatives Molly Baker and Isabella Schichter, FWHS student representatives Ted Orben and Paul Rivera, members of the central office leadership team, and approximately 20 members of the public.

Mr. Dwyer received unanimous Board consent to move agenda item 6A immediately following Public Comment.

Student Reports

Ms. Baker and Ms. Schichter reported for Fairfield Ludlowe High School: The Freshman Forum on underage drinking was held; the 5 senior spirit weeks were fun; the homecoming game took place on Thanksgiving with Roger Ludlowe High School and FLHS alumni attending; World Aids Day events will include speakers; the drama production 'Fake News' will take place this weekend; the blood drive is coming up; the Future Business Leaders of America (FBLA) will host Career Day on December 5; the Bella Boutique is student-run and provides unique gifts for the holidays – some proceeds will go to Americares and Operation Hope.

Mr. Orben and Mr. Rivera reported for Fairfield Warde High School: The entrepreneur class sold out all of its stadium blankets and more have been ordered – a portion of the profits will benefit Operation Hope; the Halloween parade for seniors was fun with teachers voting on best costumes; the CT US Attorney and other guest speakers came to Warde and addressed the heroin/opioid issue; at the request of Social Studies teacher Mr. Charles Flynn, Mr. Tetreau and several members of Planning/Zoning and RTM, discussed civics issues with students; suggested that Facebook be used to communicate alumni survey information; the CAS program helped support the hurricane relief effort and the PTA matched the \$500 gift; the 9th grade forum on drinking was held; musician student Mary Fulda was selected to perform at Disney World; fall sports have been very successful with numerous all-state and all-FCIAC athletes.

Ms. Pytko agreed with using the Facebook group to contact alumni for the post-graduate survey.

Public Comment

Mr. Sahagian, Chelsea Street: A committee addressing structural change is worthwhile and should be composed of BOE members only.

Approval of OHS Project

Mrs. Gerber moved, Ms. Pytko seconded that the Board of Education accept Osborn Hill Project 051-0126 as complete.

OHSBC Chair Kim Marshall and Vice-Chair Bill Dunn said the security fencing completes the project with a majority of the contingency funds remaining. Thanked Mr. Arnone and the parents who worked very hard to complete the entire project over multiple years.

Mr. Peterson thanked them for their work.

Mrs. Maxon-Kennelly also thanked them and asked for the names of the other committee members to express thanks to them as well. Ms. Marshall provided the names: Bret Bader, Susie Cardona, and Steven White.

Mrs. Gerber echoed the thanks and also thanked Sal Morabito.

Motion Passed: 9-0

<i>Presentation</i>

2016-2017 Student Data Report

Staff presented a data analysis of selected 2016-2017 student data that addressed areas of growth and continued need. The group reviewed related District Improvement Plan goals and action steps; communicated guiding principles of instructional improvement and described the process; and highlighted areas of growth and areas of need. Data was analyzed using cross-sectional, cohort, disaggregation, and district comparative analyses. Technology has been an extremely useful tool for real-time analysis. Data is used to identify instructional strengths, prioritize resources, and engage students and teachers in joyful learning while improving daily instruction.

Ms. Pytko: What do the STAR scores represent? Ms. Miner said the parent report provides a percentile ranking; a grade equivalent score is based on 10 months and will show the growth.

Mrs. Maxon-Kennelly:

- What is the correlation between STAR and SBAC? Dr. Rasmussen said there is strong correlation; the state mandates SBAC testing in grades 3-8 each year.
- For Math and LA, does the analysis show that data is informing for better instruction and skills, rather than teaching to the test? Dr. Rasmussen said teaching is done through problem solving; not to teach to the test. Mr. Chiappetta – the question of test prep vs. skill development – it is skill development with test awareness. For example, one of the issues that came to light regarding the listening component is that students didn't realize that they could listen more than once; once they did – the scores increased.
- Has there been analysis on the value of the assigned summer work? Dr. Rasmussen said no, the intent is for students to use it and not lose it.

Ms. Pytko: Will the listening component be incorporated into the skillset? Mr. Chiappetta said yes, it became a focus area for the entire middle school and will be incorporated down.

Ms. Leeper: Likes the strand level – any larger trend within elementary math based on SBA? Mr. Wakeman said the SBA is more of a pointer and not as specific. Problem solving seems to be a strength. Have recently bolstered long division and fractions; it is a continual process of revising and listening to teachers.

Mrs. Jacobsen: Concerned about pilot test participation in Science, based on strands that have not been taught; how prepared will staff be to roll this out district-wide? Mrs. Faggella said the field testing is for grades 5, 8 and 11. Have been working on embedding new curriculum into what students are currently doing. Confident that students will be fairly well-prepared; everyone in the state is in the same boat. This year, only the participation rate counts. Teachers have had a tremendous amount of PD, including NGSX training for several teachers (5-day intensive training in new standards).

Ms. Pytko: Why rolling out curriculum for only grades 9-12? Mrs. Faggella said that high school teachers are ready to roll this out. Also, the elementary recently rolled some intense literacy work and Social Studies in grades 3-5. Dr. Jones said elementary overload is a concern; budget is also a factor.

Mrs. Maxon-Kennelly likes the presentation and thanked the staff for the analysis; it is much more valuable than just looking at the data.

- Any consideration to a re-examination of the daily subject allotment in the elementary school schedule? Mr. Cummings said it is important to take advantage of having one teacher in elementary to integrate the instructional model.
- Is the skills rubric and vertical alignment part of this discussion? Mr. Cummings said the rubric is used as an assessment tool. Also need to be more finite in expectations.
- Is interested in the SAT and Strategic School Profile data. Would like feedback on the additional recess time.

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- How often is PD from different schools and outside groups? Mr. Cummings said PD across schools is done at the middle and high school levels. This year it will take place in elementary. There are many highly skilled people in-district and outside PD is also used. Want teachers to leave sessions with change practices.
- Referencing a slide from Dr. Pugliese, what is the impact of feedback from students and family? Dr. Pugliese said this comes from building administrators and their interactions with students and parents; there is no formal process to get family feedback other than through headmasters and housemasters. Also get informal feedback directly from parents.
- What level of support does the College Board provide as a result of course re-design? Dr. Pugliese said College Board does a series of PD and offers a comprehensive response when there is a course redesign – they do a good job.
- The presentation referenced real-time tech work, does that come with a budget impact? Dr. Jones said the internal tech dept. has done a tremendous amount of in-house work, so there is no additional expense.

Mrs. Gerber asked for more details about the Newcomer Academy. Mr. Chiappetta said this is currently in the idea phase. Greenwich has a successful model, but it is important to understand district structure.

Approval of 2018-2019 School Calendar

Ms. Pytko moved, Mrs. Maxon-Kennelly seconded that the Board of Education approve the 2018-2019 School Calendar as enclosed.

Mrs. Maxon-Kennelly: October 8 is Columbus Day and is interested in lessening the impact on childcare coverage by moving the early dismissal on October 10th or 11th to October 8th. Dr. Jones mentioned that the survey to families indicated the current calendar preference.

Mr. Dwyer: Hesitant to move days when staff hasn't had sufficient time for review.

Mrs. Vitale added that October 10 is the PSAT day.

Mrs. Maxon-Kennelly asked for input from the headmasters, especially regarding the impact of rotation days. Mr. Hatzis said the PSAT day is not a strong instructional day and the early dismissal on that day is very helpful. Wednesday and Thursday would be the same rotation day. Mr. Ebling said Monday is a very useful day for staff and students to help prepare for the very busy Wednesday and Thursday; prefers the Wednesday, Thursday early dismissal days.

Mrs. Maxon-Kennelly moved, Mr. Aysseh seconded to amend the calendar and change the early dismissal on Thursday, October 11, 2018 to Monday, October 8.

Mrs. Gerber expressed her concern that parents have already been surveyed and were fairly definitive; also hesitant to make changes at the table.

Motion Failed: 2-6

Favor: Mr. Aysseh, Mrs. Maxon-Kennelly

Oppose: Ms. Leeper, Mrs. Vitale, Mrs. Gerber, Mr. Dwyer, Mrs. Jacobsen, Mr. Peterson

(Ms. Pytko was out of the room at this time.)

The original motion -- "that the Board of Education approve the 2018-2019 School Calendar as enclosed" Passed: 9-0

Mrs. Gerber stated the last day of school has not previously been reflected as an early dismissal, but typically the final 2 days are early dismissal days. Dr. Jones said it all depends on the number of snow days and how the year plays out.

New Business

Approval of the Collective Bargaining Agreement between the Fairfield School Administrators Association and the Board of Education: July 1, 2018 through June 30, 2019

Mrs. Maxon-Kennelly moved, Mrs. Gerber seconded that the Board of Education approve the Collective Bargaining Agreement between the Fairfield School Administrators Association and the Board of Education for the period July 1, 2018 through June 30, 2019.

Motion Passed: 8-0-1

Favor: Ms. Leeper, Mrs. Vitale, Mrs. Gerber, Mr. Dwyer, Mrs. Jacobsen, Mr. Aysseh, Mrs. Maxon-Kennelly, Mr. Peterson
Abstain: Ms. Pytko

First Quarter Financial Report

Mrs. Munsell reported that this was the first time in her career to close out the first quarter without a state budget. Because of this uncertainty, the district has placed \$2.3M in reserves. The budget was passed on October 31, but subsequent hold-back announcements have been made. DDS residential outplacements account for \$1M of the reserves. There were savings associated with the October 1 2017 SEBAC agreement as related to the CT Partnership 2.0 Plan, but we do not have a forecast for the fiscal year. A transportation efficiency study resulted in the elimination of 2 busses which accounts for some savings as well.

Mr. Peterson: Regarding Line 311, is utility usage on track for the year? Mrs. Munsell said yes.

Discussion and Possible Action on Options for the Adhoc Committee on Operational Effectiveness

Mr. Dwyer noted that Dr. Jones provided an updated review of structural changes that warrant follow-up. Four new Board members have yet to weigh in on the committee. At this time, the committee cannot move forward, as only one Board member has responded affirmatively to be a sitting member of the committee. Does not recommend having more than 3 Board members serving on the committee.

Mr. Aysseh said he would vote to disband the committee and suggested a fresh start with a finance subcommittee. The current committee does not have clear goals.

Mrs. Gerber agrees. Having seen the direction of the committee, it wasn't going to work. Best to start with a standing Board committee rather than an adhoc.

Ms. Leeper agreed. A permanent subcommittee of the Board is the best direction.

Mr. Peterson said many are interested in the work and ideas behind the committee, but the right structure is needed. Hopes for a tighter focus; more time is needed to listen to the public.

Mrs. Vitale agrees to disband the committee. The work needs to be done; the Commission statement is broad. Believes there could be 2 committees – finance and facilities.

Ms. Pytko echoed the sentiment. Should disband the committee and have a standing committee.

Mr. Dwyer said buy-in is needed from various town bodies. Decisions will be difficult. Concerned about putting this into a finance committee. The committee owes a responsibility to act in the best interest of 10K students, programmatically and financially.

Mrs. Maxon-Kennelly would prefer to hold off on disbanding the committee until a bylaw change is made.

Mr. Dwyer said action can be taken at the December 12 meeting, but Mr. Aysseh commented that there is no committee at present; end it now and make a concerted effort to have a new plan to tackle these issues.

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Ms. Leeper moved, Mr. Aysseh seconded to disband the existing Ad Hoc Committee on Operational Effectiveness.

Public Comment

Suzanne Miska, Ryegate Road: Fairfield Resident: Likes the direction the Superintendent is taking; the town would like to see a cost analysis.

Mrs. Vitale commented that she had also volunteered to serve on the committee. If Mrs. Maxon-Kennelly agrees, there could be one more committee meeting to issue a final report to the Board.

Motion Passed: 9-0

Mr. Dwyer said Dr. Jones' report could be used in the future committee.

Mrs. Maxon-Kennelly offered that members could express interest in being part of the future committee.

Approval of Minutes

Approval of Regular Minutes of October 10, 2017

Mrs. Gerber moved, Ms. Pytko seconded that the Board of Education approve the minutes of the Regular Meeting of October 10, 2017.

Motion Passed: 7-0-2

Favor: Ms. Pytko, Ms. Leeper, Mrs. Vitale, Mrs. Gerber, Mr. Dwyer, Mr. Aysseh, Mrs. Maxon-Kennelly

Abstain: Mrs. Jacobsen, Mr. Peterson

Approval of Special Minutes of October 24, 2017

Mrs. Gerber moved, Ms. Pytko seconded that the Board of Education approve the minutes of the Special Meeting of October 24, 2017.

Motion Passed: 7-0-2

Favor: Ms. Pytko, Ms. Leeper, Mrs. Vitale, Mrs. Gerber, Mr. Dwyer, Mr. Aysseh, Mrs. Maxon-Kennelly

Abstain: Mrs. Jacobsen, Mr. Peterson

Superintendent Report

Dr. Jones reported that she attended many recent events including the Alumni Day at the FLHS/FWHS football game, the Halloween parade at FWHS, and International Day at McKinley. She thanked and commended all school sites that honored veterans, and gave a special thank you to Mr. Tom Quinn who attended many of these events. Thanked the PTA for sponsoring the parent seminar on the opioid crisis.

The instructional team worked multiple hours on the data presentation and she thanked them for sharing the great work that occurs in the district.

The large budget focus areas listed in the handout are estimates. Staff is working hard on the budget now and 4 areas are listed:

1. High School intensive model will be a line item shift from a consultant line to staffing. It is a larger number, but there is no financial impact. The CLC-S at Riverfield is a complex learner cohort for students with social/emotional needs. At TMS, we are adding a CLC, resulting in all middle schools having a CLC.
2. Science Curriculum costs in grades 9-12.

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3. Health Insurance Increases.
4. Transportation contract is being negotiated now.

Mrs. Gerber:

- Is Riverfield the 5th CLC elementary program? Dr. Jones said yes; the numbers warrant a new program. The CLC-S has a social/emotional component and is different from the other CLC programs.
- Is the TMS CLC due to larger numbers? Dr. Jones said yes. The middle school coordinator, Mr. Goodison, is working with families to have outplaced students return to district, so the program is growing.
- Would be helpful to have a separate presentation on these programs.

Mr. Aysseh

- Asked about the formation of the ELL Academy. Dr. Jones said this is still in development. Need to look at logistics and space requirements. There is a sense of urgency on what is available for English learners.
- Is the transportation contract part of the competitive bid process? What are the drivers for the increases? Dr. Jones said yes. Mr. Dwyer added that the Town Purchasing Dept. handles the bid process and signs the contract. Mrs. Munsell said the consultant and Town Purchasing Director thought the increases would be larger due to the Affordable Care Act and paid time off, but that is not the case.

Mrs. Maxon-Kennelly

- Will the Riverfield CLC-S students be coming from all over the district and will those students then attend different middle schools? Dr. Jones said yes, they will work on that.
- Will the Newcomer Academy be in different locations? Dr. Jones said parents typically prefer a home school location so that students can be with siblings and friends.

Mrs. Jacobsen: Asked if the district will still maintain the same number of buses. Dr. Jones said this is still an estimate based on current year numbers.

Mrs. Vitale: Will TMS be populated with students from other CLCs? Dr. Jones said no.

<i>Liaison Reports</i>

Ms. Pytko said an upcoming SEPTA meeting will offer a caregiver course.

Mr. Aysseh reported for Holland Hill Building Committee. Plans have been generated to move portables and break ground in March.

Mrs. Maxon-Kennelly reported for the PTAC that Ginger Katz was the featured speaker at the opioid crisis seminar. The plan for the new PTAC website is to consult with the high school tech talent. Several elementary schools will have a holiday outreach to Bridgeport. The Achievement Gap Task Force Committee is continuing their work this year with several high schools. Regarding policy, requested Board input on the BOE handbook that is currently in draft form. If the Board finds this valuable, the policy committee will address it. Upcoming policy work includes graduation requirements and political activities.

<i>Open Board Comments</i>

Mr. Aysseh said he is excited to work with the Board and the new members. Mentioned that Tom Quinn, the HHBC Chair, is a phenomenal citizen of Fairfield and will be inducted into the Veterans Hall of Fame with a ceremony on Monday, December 4 in Hartford. All are welcome.

Mrs. Gerber added that the Board will have a Town Hall meeting on December 14 at 7:30, moderated by former BOE Chair Pam Iacono. Thanked Dr. Jones for making the budget calendar change as requested. Asked if BOE topics for upcoming meetings will be posted online. Mr. Dwyer said the BOE meetings topics page is a dynamic document, but the official meeting dates will be posted.

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Public Comment:

Mr. Patten, Former BOE member: Requested and received permission from the Chairman to remark on his service to the Board over the last 4 years.

Mr. Dwyer noted the December 6 Special Meeting regarding the Para Contract will take place at 7:00 PM.

Adjournment

Ms. Pytko moved, Mrs. Gerber seconded that this Regular Meeting of the Board of Education adjourn.

Motion Passed: 9-0

Meeting adjourned at 10:30PM

*Submitted by Mrs. Gerber
Fairfield Board of Education, Secretary*

**Special Meeting Minutes
Fairfield BoE; December 6, 2017**

Call to order of the Organizational Meeting of the Board of Education and Roll Call

Chairman Philip Dwyer called the Regular meeting to order at 7:02PM. Present were members Trisha Pytko, Jennifer Leeper, Christine Vitale, Jessica Gerber, Philip Dwyer, Jennifer Jacobsen, Jennifer Maxon-Kennelly, Nick Aysseh and Jeff Peterson. Others present were Superintendent Dr. Toni Jones, Stephen Sedor and Colleen Deasy.

Business Items

Discussion

Mrs. Maxon-Kennelly moved/Mr. Aysseh seconded the recommended motion "that the Board of Education hereby moves into Executive Session to discuss records, reports and statements of strategy or negotiations with respect to collective bargaining and to invite Attorney Sedor and Attorney Deasy; in accordance with Connecticut General Statutes CGS 1-210(b)(9)" Motion passed 9-0.

The Board came out of executive session at 7:32PM

Approval of the Collective Bargaining Agreement between the Fairfield Educational Paraprofessionals Union CSEA, SEIU Local 2001, CTW and Fairfield Schools for the period July 1, 2016 through June 30, 2018

Mrs. Vitale moved/Mr. Dwyer seconded the recommended motion: "that the Fairfield Board of Education provide funding for and approve the Collective Bargaining Agreement between the Fairfield Educational Paraprofessionals Union CSEA, SEIU Local 2001, CTW and Fairfield Schools for the period July 1, 2016 through June 30, 2018." Motion passed 9-0.

Adjournment

Mr. Aysseh moved/Mrs. Gerber seconded to adjourn the Special Meeting. Motion passed 9-0. Meeting adjourned at 7:37PM