

Board of Education Regular Meeting Agenda  
501 Kings Highway East, 2<sup>nd</sup> Floor Board Conference Room  
May 9, 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 Recognition
  - All State, All Eastern and All National - Musician Honorees
  - Fall and Winter - State Champion Athletes
4. Student Reports

Fairfield Ludlowe High School: Ms. Catherine Behjati, Mr. Sean Oppenheimer  
Fairfield Warde High School: Ms. Ashley Agrello, Ms. Brittany Shuster
5. Public Comment\*
6. Presentations
  - A. English/Language Arts Status Update, Dr. Boice, Mr. Cummings
7. Old Business
  - A. Approval of the Family and Consumer Science Curriculum

**Recommended Motion:** "that the Board of Education approve the Family and Consumer Science Curriculum"
  - B. Approval of the Solar Carport Proposal at Fairfield Ludlowe High School and Fairfield Warde High School

**Recommended Motion:** "that the Board of Education approve the Solar Carport Proposal at Fairfield Ludlowe High School and Fairfield Warde High School"
  - C. Adoption of Policies
    - i. Adoption of Policy 6162.3, Instruction – Instructional Resources – Instructional Resources for Teachers

**Recommended Motion:** "that the Board of Education adopt Policy 6162.3, Instruction – Instructional Resources – Instructional Resources for Teachers"
    - ii. Adoption of Policy 6163.31, Instruction – Curriculum – Basic Instruction – Dissection of Animals in the Classroom

**Recommended Motion:** "that the Board of Education adopt 6163.31, Instruction – Curriculum – Basic Instruction – Dissection of Animals in the Classroom"
8. New Business
  - A. Approve Plans and Specs for the Tomlinson Middle School Partial Roof Replacement – State Project # TMP-051-QTFX

**Recommended Motion:** "that the Board of Education approve Plans and Specs for the Tomlinson Middle School Partial Roof Replacement – State Project # TMP-051-QTFX"

(Enclosure No. 1)

B. Third Quarter Financial Report, Mrs. Munsell

(Enclosure No. 2)

C. First Reading of Policies

- i. 5141.213 – Students – Administering Medication – Opioid Overdose Prevention
- ii. 5144.1 – Students – Use of Physical Force
- iii. 6142 – Instruction – Basic Instructional Program
- iv. 6173 – Instruction – Homebound/Hospital Instruction

(Enclosure Nos. 3,4,5,6)

9. Approval of Minutes

A. Approval of Regular Minutes of April 6, 2017

**Recommended Motion:** “that the Board of Education approve the minutes of the Regular Meeting of April 6, 2017”

(Enclosure No. 7)

B. Approval of Special Meeting/Self-Evaluation Minutes of April 25, 2017

**Recommended Motion:** “that the Board of Education approve the minutes of the Special Meeting/Self-Evaluation of April 25, 2017”

(Enclosure No. 8)

C. Approval of Special Meeting/Town Hall Minutes of April 25, 2017

**Recommended Motion:** “that the Board of Education approve the minutes of the Special Meeting/Town Hall of April 25, 2017”

(Enclosure No. 9)

10. Superintendent’s Report

11. Committee/Liaison Reports

12. Open Board Comment

13. Public Comment\*

14. 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

May 23, 2017	Board of Education 7:00 PM	Roger Ludlowe Middle School 689 Unquowa Road AUDITORIUM
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RELOCATION POLICY NOTICE

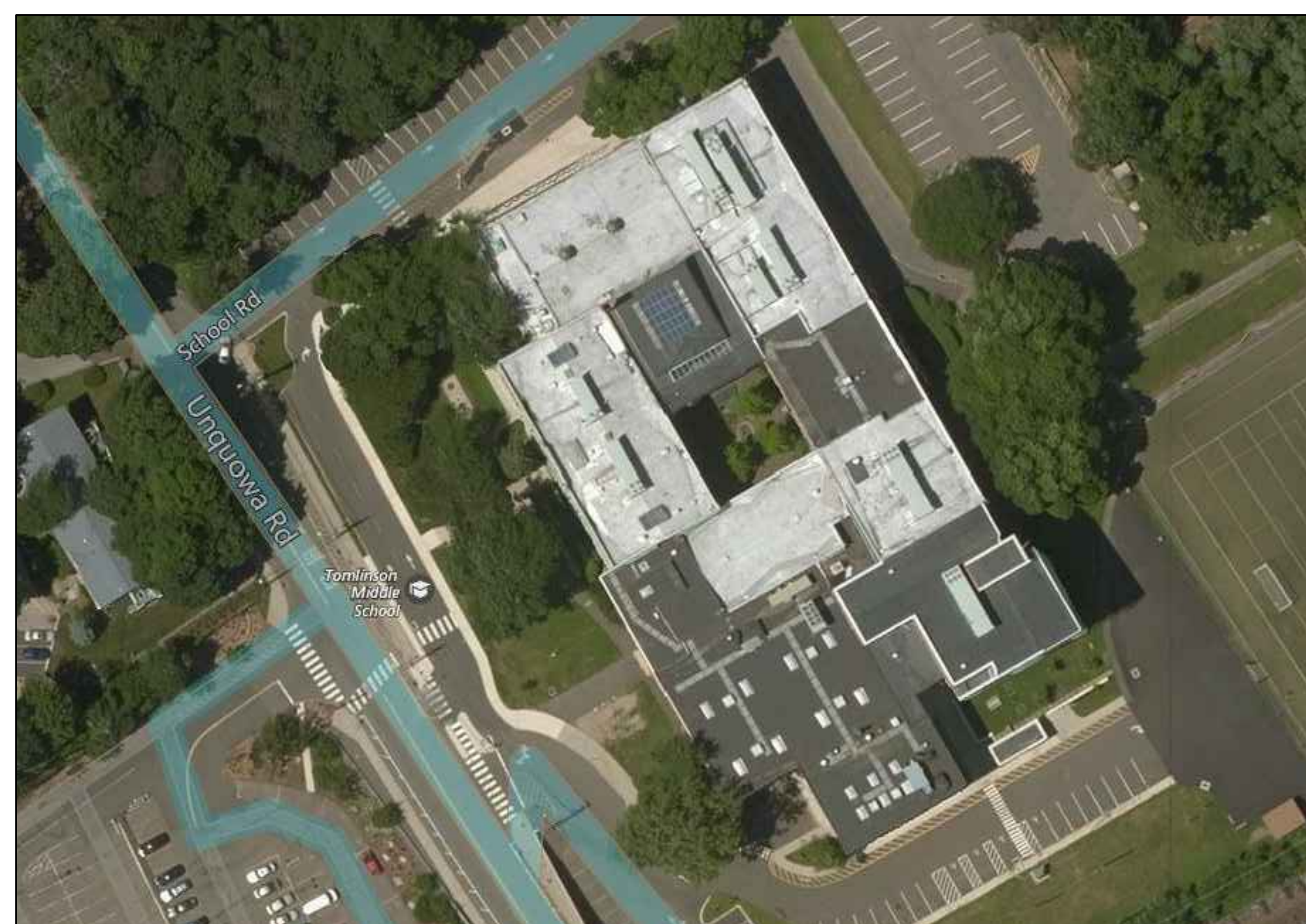
*The Fairfield Public Schools System provides services to ensure students, parents and other persons have access to meetings, programs and activities. The School System will relocate programs in order to ensure accessibility of programs and activities to disabled persons. To make arrangements please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



# Fairfield Public Schools

## Tomlinson Middle School Partial Roof Replacement

200 Unquowa Road  
Fairfield, Connecticut



### DRAWING LIST:

CS - Cover Sheet  
C1 - Code Information  
A1 - Overall Roof Plan/General Notes  
A2 - Roof Plan - Area A  
A3 - Roof Plan - Area B  
A4 - Roof Details  
HM-01 Hazardous Materials Abatement Plan



SILVER / PETRUCELLI + ASSOCIATES

*Architects / Engineers / Interior Designers*

3190 Whitney Avenue, Hamden, CT 06518-2340  
Tel. 203 230 9007 Fax. 203 230 8247  
[silverpetrucelli.com](http://silverpetrucelli.com)

### TOWN OF FAIRFIELD OFFICIALS:

Building Inspector:  
Tom Conley

Fire Marshal:  
William Kessler

Sanitarian/Health Inspector:  
Sands Cleary

ADA/504 Coordinator:  
Eileen Kennelly

State Project # TMP-051-QTFX

April 24, 2017



## CODE INFORMATION

DATE OF ORIGINAL CONSTRUCTION \_\_\_\_\_ **1974**  
DATE OF ADDITION \_\_\_\_\_

1. GROUP CLASSIFICATION (Chapter 3)  
(Primary) \_\_\_\_\_ **E-EDUCATIONAL**  
(Incidental) \_\_\_\_\_ **A3-ASSEMBLY**

2. CONSTRUCTION TYPE (Chapter 6)  
Minimum Type Required \_\_\_\_\_ **2B**  
Actual Type Provided (existing) \_\_\_\_\_  
(new) \_\_\_\_\_ **2B**

3. BUILDING HEIGHT (Chapter 5)  
Allowable Height (story/feet) \_\_\_\_\_ **3/75'-0"**  
Actual Height (story/feet) \_\_\_\_\_ **1/30'-0"**  
(Stories Above Grade) \_\_\_\_\_ **2**

4. BUILDING AREA (Chapter 5)  
a) Building Area (first)  
Existing construction \_\_\_\_\_ **142,324** sq.ft.  
New construction \_\_\_\_\_ **0** sq.ft.  
Total floor \_\_\_\_\_ **142,324** sq.ft.  
b) Building Area (second)  
Existing construction \_\_\_\_\_ **142,324** sq.ft.  
New construction \_\_\_\_\_ **0** sq.ft.  
Total floor \_\_\_\_\_ **142,324** sq.ft.  
  
TOTAL (ALL FLOORS) \_\_\_\_\_ **142,324** sq.ft.

5. AREA MODIFICATIONS TO TABLE 503 (for each separate building as defined by fire walls and/or exterior walls)  
**NA**

6. CASE 1 – SINGLE OCCUPANCY OR NONSEPARATED USES (302.3.1)  
(Allowable Area 506.4)  
**NA**

7. CASE 2 – MIXED OCCUPANCY SEPARATED USES (302.3.2)  
(Allowable Area 506.4)  
**NA**

8. FIRE-RESISTANCE RATED REQUIREMENTS FOR BUILDING ELEMENTS  
(Table 601, See Code Plans for specific designations)

1 Structural frame: including columns, girders, trusses	<b>0</b>	Hr(s)
2 Bearing walls: Exterior (Table 602)	<b>0/1</b>	Hr(s)
Interior	<b>0</b>	Hr(s)
3 Nonbearing walls & partitions Exterior (Table 602)	<b>0/1</b>	Hr(s)
4 Nonbearing walls & partitions Interior	<b>0</b>	Hr(s)
5 Floor Construction (including supporting beams & joists)	<b>0</b>	Hr(s)
6 Roof Construction (including supporting beams & joists)	<b>0</b>	Hr(s)

9. OCCUPANCY LOAD

Design Total for Basement	<b>NA</b>
Total Exit Capacity for Basement	<b>NA</b>
Design Total for First Floor	<b>NA</b>
Total Exit Capacity for First Floor	<b>NA</b>
Design Total for Building	<b>NA</b>
Total Exit Capacity for Building	<b>NA</b>

10. MODIFICATIONS

	Approved	Not Approved
	<input type="checkbox"/>	<input type="checkbox"/>
	Approved	Not Approved
	<input type="checkbox"/>	<input type="checkbox"/>
	Approved	Not Approved
	<input type="checkbox"/>	<input type="checkbox"/>

11. ACCESSIBLE BUILDING

<b>X</b>	Designated
	Non Designated

12. MINIMUM PLUMBING FIXTURE COUNT (I.P.C. Chapter 4)  
For each type of occupancy per entire facility

Group "A3" occupancy (Design Load = NA)		
	Required	Provided
W/C Male	NA	NA
W/C Female	NA	NA
Lavs	NA	NA
D/F	NA	NA
W/C Unisex	NA	NA
Lavs Unisex	NA	NA

Group "E" occupancy, (Design Load = NA)		
W/C	NA	NA
Lavs	NA	NA
D/F	NA	NA

(Total Design Load for entire facility = NA )

13. ENTIRE BUILDINGS SPRINKLERED

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

14. THRESHOLD BUILDING CONDITIONS

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

15. CODES TO WHICH THIS PROJECT WAS DESIGNED

State Building Code w/Supplement	<b>MOST CURRENT</b>
State Building Code w/Supplement	<b>MOST CURRENT</b>
State Fire Code w/Supplement	<b>MOST CURRENT</b>
State Fire Code w/Supplement	<b>MOST CURRENT</b>
State Health Code	<b>MOST CURRENT</b>
OSHA	<b>MOST CURRENT</b>
Section 504	<b>MOST CURRENT</b>
ADA	<b>MOST CURRENT</b>

16. BUILDING AREAS FOR GRANT CALCULATION (ENTIRE FACILITY)  
(measured to inside face of exterior walls)

Existing unrenovated construction	<b>0</b>	sq.ft.
Existing renovated construction	<b>0</b>	sq.ft.
Existing being demolished	<b>0</b>	sq.ft.
Total existing construction	<b>142,324</b>	sq.ft.
Total new construction	<b>0</b>	sq.ft.
Total facility	<b>142,324</b>	sq.ft.

Open Areas (not included in total facility)

NA	<b>NA</b>	sq.ft.
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17. TOTAL CONSTRUCTED BUILDING AREA  
(outside face of exterior walls  
including open areas above)

NA	<b>NA</b>	sq.ft.
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## FIRE SAFETY CODE DATA:

1. CLASSIFICATION OF OCCUPANCY	<b>EDUCATIONAL/ASSEMBLY</b>
2. MINIMUM CONSTRUCTION REQUIRED	<b>5B</b>
ACTUAL CONSTRUCTION PROVIDED	<b>5B</b>
3. NOTIFICATION / ALARMS (CFSC 2005, NFPA 72, NATIONAL FIRE ALARM CODE 2002)	YES <b>X</b> NO
4. DETECTION (CFSC 2005, NFPA 72, NATIONAL FIRE ALARM CODE 2002)	YES <b>X</b> NO
5. EXTINGUISHMENT REQUIREMENTS (NFPA 13, 2002)	YES <b>X</b> NO

## MEANS OF EGRESS

MAXIMUM FLOOR AREA ALLOWANCES PER OCCUPANT  
IBC TABLE 1004.1.2

USE	FLOOR AREA IN S.F. PER OCCUPANT
1. CLASSROOMS	<b>20 S.F. NET</b>
2. SHOPS & VOCATIONAL	<b>50 S.F. NET</b>
3. ASSEMBLY	
WITHOUT FIXED SEATS	<b>7 S.F. NET</b>
TABLES AND CHAIRS	<b>15 S.F. NET</b>
4. PLATFORMS	<b>15 S.F. NET</b>
5. LIBRARY	
READING ROOMS	<b>50 S.F. NET</b>
STACK AREA	<b>100 S.F. GROSS</b>
6. LOCKER ROOMS	<b>50 S.F. GROSS</b>
7. MECHANICAL AREAS	<b>300 S.F. GROSS</b>
8. STORAGE	<b>300 S.F. GROSS</b>
9. BUSINESS AREAS	<b>100 S.F. GROSS</b>
10. Courtyards	<b>15 S.F. NET</b>
MAXIMUM LENGTH OF EXIT TRAVEL	
1. I.B.C. TABLE 1015.1	<b>250 FEET</b>

## SYMBOL LEGEND

**(X)**  
**(XX)**  
**PITCH**  
**↗**  
**↘**  
**SLOPE**  
**↗**  
**↘**  
**V.I.F.**  
**H.P. POINT**  
**○ E.R.D.**  
**Ⓜ N.R.D.**  
**P.D.**  
**S.C.**  
**V.S.**  
**R.F.**  
**R.T.U.**  
**Ⓜ P.P.**  
**□ □ □**  
**S.K.**  
**E.M.L.**  
**C.C.**  
**M.D.**  
**SH.**

- PLAN, SECTION, DETAIL OR ELEVATION NUMBER - SHEET NUMBER.  
- INDICATES SLOPE DIRECTION & INDICATES EXISTING ROOF PITCH.  
- EXISTING OUTLINE OF BUILDING.  
- INDICATES SLOPE DIRECTION OF TAPERED INSULATION AT 4'/FT. MIN.  
- TAPERED INSULATION CRICKET SLOPED @ 1/4" PER FOOT.  
- CONTRACTOR TO VERIFY DIMENSION IN FIELD.  
- INDICATES HIGH POINT OF INSULATION.  
- EXISTING ROOF DRAIN TO BE REMOVED. SEE DEMOLITION NOTES.  
- ROOF DRAIN & SUMP TO BE INSTALLED. SEE DETAIL A/A4  
- PARAPET WALL. ANGLE DRAIN. SEE DETAIL B/A4  
- EMERGENCY OVERFLOW SCUPPER. SEE DETAIL H/A4  
- EXISTING VENT STACK. SEE DETAIL C/A4  
- EXISTING ROOF EXHAUST FAN. SEE DETAIL D/A4  
- EXIST ROOFTOP MECHANICAL UNIT. SEE CONSTRUCTION NOTE # 6  
- PITCH POCKET TO BE INSTALLED. SEE DETAIL E/A4  
- WALKWAY PADS. SEE CONSTRUCTION NOTE # 1  
- NEW SKYLIGHT. SEE CONSTRUCTION NOTE # 6  
- EXISTING METAL LADDER TO REMAIN.  
- CONDUIT CURB. SEE DETAIL H/A4  
- EXISTING MECH. UNIT DUNNAGE TO REMAIN.  
- EXISTING SMOKE HATCH. SEE DETAIL M/A4

## DEMOLITION NOTES (X)→

1. REMOVE ALL EXISTING ROOF INSULATION BUR ROOF ROOF.
2. REMOVE ALL EXISTING PERIMETER EDGE METAL FLASHING.
3. REMOVE EXISTING ROOF DRAIN & ASSOCIATED SUMP.
4. REMOVE & DISPOSE OF EXISTING SKYLIGHT.

## GENERAL NOTES

1. ALL FLAT ROOFS TO RECEIVE 4" PER FOOT TAPERED RIGID INSULATION MINIMUM UNLESS OTHERWISE NOTED.
2. FIELD VERIFY ALL DIMENSIONS & PERFORM TEST CUTS AT EACH ROOF PRIOR TO THE BID.
3. ALL MATERIALS ARE NEW UNLESS OTHERWISE NOTED 'EXISTING'.
4. ALL WOOD BLOCKING, PLYWOOD & NAILERS TO BE PRESSURE TREATED. (P.T.)
5. ALL WOOD BLOCKING INDICATED IN DETAILS IS TO BE ANCHORED TO THE EXISTING STRUCTURE.
6. ALL MEMBRANE FLASHING INDICATED IS TO EXTEND A MINIMUM OF 8". (VERTICAL OR HORIZONTAL).
7. CONTRACTOR IS TO SURVEY THE EXISTING ROOF DECKS W/A LEVEL. (AFTER DEMOLITION) TO VERIFY THE SLOPES INDICATED ON PLAN ARE ACCURATE. NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES PRIOR TO PERFORMING ANY ADDITIONAL ROOFING OPERATIONS.
8. CONTRACTOR IS TO INSPECT THE UNDERSIDE OF ALL ROOF DECKS PRIOR TO ROOFING OPERATIONS TO INSURE THAT NO INTERIOR MATERIALS, EQUIPMENT, FINISHES OR OBJECTS WILL BE PERCED OR DAMAGED.
9. CONTRACTOR ASSUMES ALL RESPONSIBILITY DURING PROJECT & WILL REPLACE ANY & ALL DAMAGED EQUIPMENT W/NO ADDITIONAL COST TO OWNER.
10. SITE AREAS DISTURBED SHALL BE CLEANED & RE-LEVELLED. W/LAWN AREAS MAGNETICALLY RAKED TO REMOVE ANY METAL DEBRIS & RE-SEEDED AS REQUIRED TO MATCH ADJACENT CONDITIONS.
11. CONTRACTOR ASSUMES ALL RESPONSIBILITY FOR CLEAN UP OF ROOFING MATERIALS & DEBRIS THAT PENETRATES THE INTERIOR ENVELOPE OF THE BUILDING W/NO ADDITIONAL COST TO THE OWNER.
12. SNAKE/CLEAN OUT ALL EXISTING VERTICAL & HORIZONTAL LEADERS OUT TO NEAREST MANHOLE OUTSIDE OF BUILDING.
13. ALL CRICKETS ARE TO BE SLOPED @ A MINIMUM OF 1/4" PER FOOT & COORDINATE CRICKETS AROUND EXIST. HVAC UNITS AS REQUIRED TO AVOID PONDING.
14. CONTRACTOR IS RESPONSIBLE FOR THE REMOVAL & RE-INSTALLATION OF ALL HVAC UNITS INCLUDING ANY ELECTRICAL OR MECHANICAL CONNECTIONS. THIS MAY INCLUDE THE EXTENSION OF EXISTING ELECTRICAL & DUCTWORK SYSTEMS TO ACCOMMODATE NEW MECHANICAL UNIT CURBING & NEW ROOFING SYSTEM.
15. SNAKE/CLEAN OUT ALL EXISTING VENT STACK BEFORE THE INSTALLATION OF METAL SLEEVE.
16. ALL DRAIN PIPING IS INSULATED ABOVE THE CEILINGS. THE EXACT ROUTE WILL BE DETERMINED IN THE FIELD. MAKE MINOR ADJUSTMENT IN THE ROUTE AT NO ADDITIONAL COST TO OWNER.
17. NEW INSULATION TO BE A MINIMUM OF 4" AT ALL EXISTING & NEW ROOF DRAINS.
18. ALL ANTENNAS, CONDUITS & ANY OTHER OBJECTS TO REMAIN AFFECTED BY SCOPE OF WORK TO BE REMOVED & REINSTALLED.
19. CONTRACTOR SHALL COMPLY WITH NFPA 1, CHAPTER 16 & NFPA 241 STANDARD FOR SAFEGUARDING CONSTRUCTION, ALTERATION & DEMOLITION OPERATIONS.

## CONSTRUCTION NOTES (X)→

1. WALKWAY PADS TO BE INSTALLED. SEE PROJECT MANUAL FOR ADDITIONAL INFORMATION.
2. INSTALL NEW METAL DOWNSPOUTS @ ALL INDICATED SCUPPER LOCATIONS. SEE PROJECT MANUAL FOR ADDITIONAL INFORMATION.
3. INSTALL NEW CONCRETE SPLASH BLOCKS @ ALL INDICATED METAL DOWNSPOUT LOCATIONS. SEE PROJECT MANUAL.
4. EXISTING BUILT-IN CRICKETS TO REMAIN.
5. PROVIDE 2"x4" WOOD NAILER STRIPS THE SAME THICKNESS AS NEW INSULATION PERPENDICULAR TO THE SLOPED ROOF DECK 48" O.C. SEE PROJECT MANUAL.
6. PROVIDE NEW SKYLIGHT(S) MATCH EXISTING SIZE & PROFILE. SEE DETAIL F/A4 & PROJECT MANUAL.
7. TEMPORARILY REMOVE EXISTING LIGHTING & ASSOCIATED CONDUIT. REINSTALL IN EXIST LOCATIONS.
8. EXISTING ROOF TOP MECHANICAL UNIT TO REMAIN, PROVIDE PITCH BOXES FOR ALL DUNNAGE & ELECTRICAL PENETRATIONS. SEE DETAIL E/A4 & PROJECT MANUAL.
9. REMOVE EXISTING ASPHALT SHINGLES. INSTALL NEW 4" POLYISO INSULATION. COVER BOARD & NEW MOD. BIT ROOFING MEMBRANE. SEE DETAIL J/A4

## ROOF AREAS

ROOF #3 4,212 SF.  
ROOF #7 4,271 SF.  
ROOF #9 6,191 SF.  
ROOF #10 5,957 SF.  
ROOF #11 222 SF.  
ROOF #12 757 SF.  
ROOF #13 7,738 SF.

TOTAL: 31,388 SF.  
THIS AREA IS APPROXIMATE - V.I.F.

## ENERGY CONSERVATION

ECC CODE REQUIREMENT R-VALUE TOTAL  
CONNECTICUT ZONE 5A  
CBSC REQUIREMENT: CONTINUOUS R25

## CODE INFORMATION

USE GROUP : E  
CONSTRUCTION CLASS: 2B  
BASIC WIND SPEED: 110 MPH  
RISK CATEGORY #3 134 MPH

FACTORY MUTUAL ENGINEERING & RESEARCH CORPORATION (FM): ROOF ASSEMBLY CLASSIFICATION OF NON-COMBUSTIBLE CONSTRUCTION, WIND UPLIFT REQUIREMENT OF 160 FOR FIELD, 190 FOR PERIMETER AND 140 FOR CORNERS, IN ACCORDANCE WITH FM PROPERTY LOSS PREVENTION DATA SHEETS 1-28.

ROOFS: 3, 7, 9, 10, 11, 12, & 13

OUTSIDE AIR	0.17
MOD. BIT.	0.33
COVER BOARD	2.20
4" POLYISO INSUL.	28.4
WOOD & CONCRETE DECK	1.23
INSIDE AIR	0.61

R TOTAL: 30.94



## ROOF KEY PLAN

SCALE: NONE

Project Title:

Town of Fairfield  
Tomlinson Middle School Partial Roof Replacement  
200 Unquova Road  
Fairfield, Connecticut 06824



SILVER / PETRUCELLI + ASSOCIATES  
Architects/ Engineers/ Interior Designers

3190 Whitney Avenue, Hamden, CT 06518-2340  
Tel. 203 230 9007 Fax. 203 230 8247  
silverpetrucelli.com

Revision:

Description:

Date:

Revised By:

Drawing Title:

Code Information

STATE PROJECT # TMP-051-QTFX

Date:

APRIL 24, 2017

Scale:

1/8"=1'-0"

Drawn By:

K.LINSLEY

Project Number:

17.086

Drawing Number:

C1

SYMBOL LEGEND

- (X) - PLAN, SECTION, DETAIL OR ELEVATION NUMBER - SHEET NUMBER.  
PITCH - INDICATES SLOPE DIRECTION & INDICATES EXISTING ROOF PITCH.  
X - EXISTING OUTLINE OF BUILDING.  
SLOPE - INDICATES SLOPE DIRECTION OF TAPERED INSULATION AT 1/4" PER FOOT.  
S - TAPERED INSULATION CRICKET SLOPED @ 1/4" PER FOOT.  
V.I.F. - CONTRACTOR TO VERIFY DIMENSION IN FIELD.  
H.P. POINT - INDICATES HIGH POINT OF INSULATION.  
O.E.R.D. - EXISTING ROOF DRAIN TO BE REMOVED. SEE DEMOLITION NOTES.  
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R.F. - EXISTING ROOF EXHAUST FAN. SEE DETAIL D/A4  
R.T.U. - EXIST ROOFTOP MECHANICAL UNIT. SEE CONSTRUCTION NOTE # 8  
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- ALL ANTENNAS, CONDUITS & ANY OTHER OBJECTS TO REMAIN AFFECTED BY SCOPE OF WORK TO BE REMOVED & REINSTALLED.
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ROOF AREAS

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TOTAL: 31,388 SF.

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ENERGY CONSERVATION

IECC CODE REQUIREMENT R-VALUE TOTAL  
CONNECTICUT ZONE 5A

CBSC REQUIREMENT: CONTINUOUS R25

CODE INFORMATION

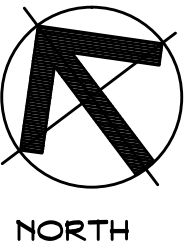
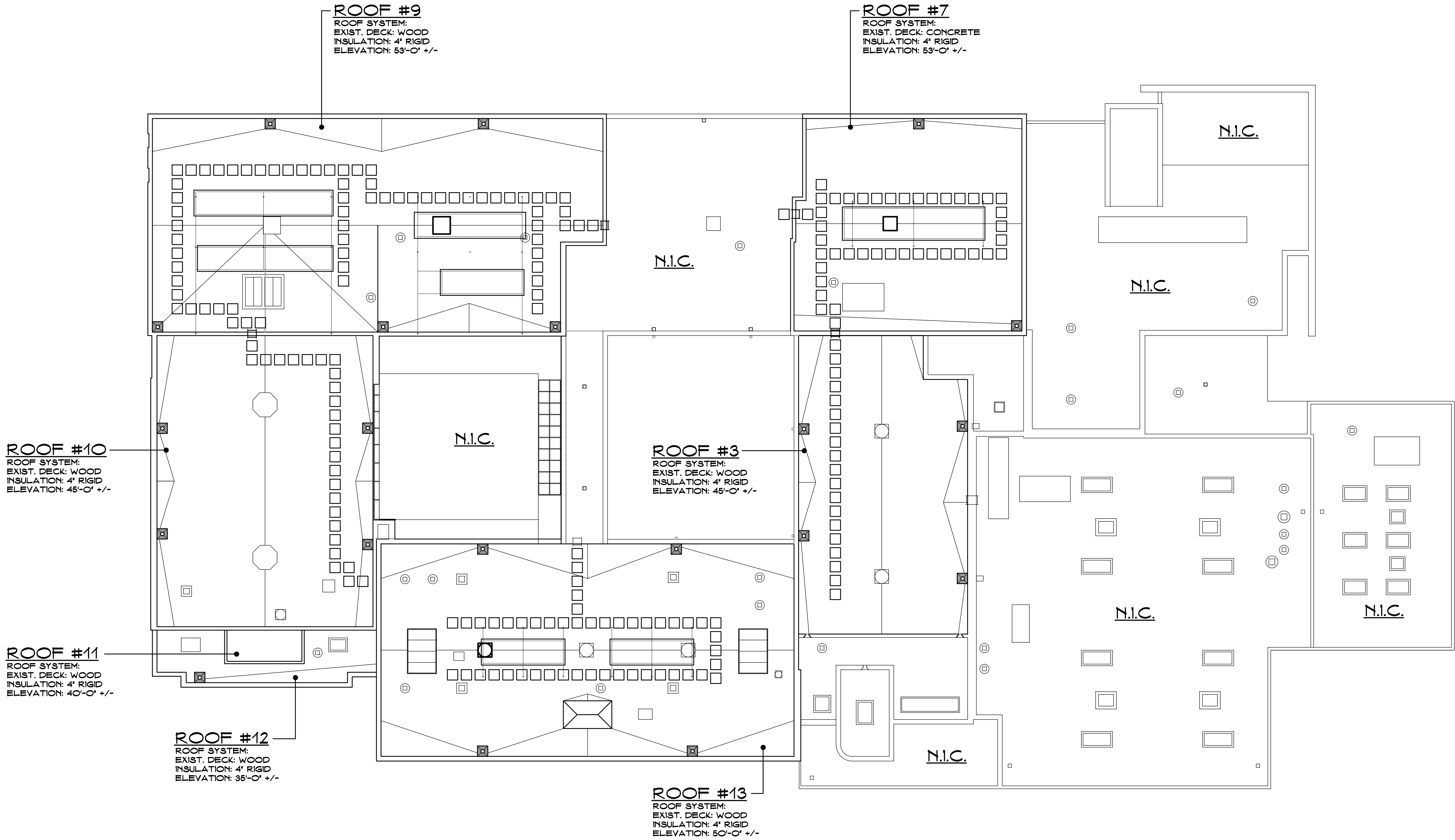
USE GROUP : E  
CONSTRUCTION CLASS: 2B  
BASIC WIND SPEED: 110 MPH  
RISK CATEGORY #3 134 MPH

FACTORY MUTUAL ENGINEERING & RESEARCH CORPORATION (FM): ROOF ASSEMBLY CLASSIFICATION OF NON-COMBUSTIBLE CONSTRUCTION WIND UPLIFT REQUIREMENT OF I-60 FOR FIELD, I-90 FOR PERIMETER AND I-120 FOR CORNERS, IN ACCORDANCE WITH FM PROPERTY LOSS PREVENTION DATA SHEETS 1-28.

ROOFS: 3, 7, 9, 10, 11, 12, & 13

OUTSIDE AIR	0.17
MOD. BIT	0.33
COVER BOARD	2.20
4" POLYISO INSUL.	26.4
WOOD & CONCRETE DECK	123
INSIDE AIR	0.61

R TOTAL: 30.94



OVERALL ROOF PLAN

SCALE: 1/16"=1'-0"

1  
A1

The Town of Fairfield  
Tomlinson Middle School Partial Roof Replacement  
200 Unquowa Road  
Fairfield, Connecticut 06824



SILVER / PETRUCCELLI + ASSOCIATES  
Architects/ Engineers/ Interior Designers

3190 Whitney Avenue, Hamden, CT 06518-2340  
Tel. 203 230 9007 Fax. 203 230 8247  
silverpetrucci.com

Revision:	Description:	Date:	Revised By:

Overall Roof Plan

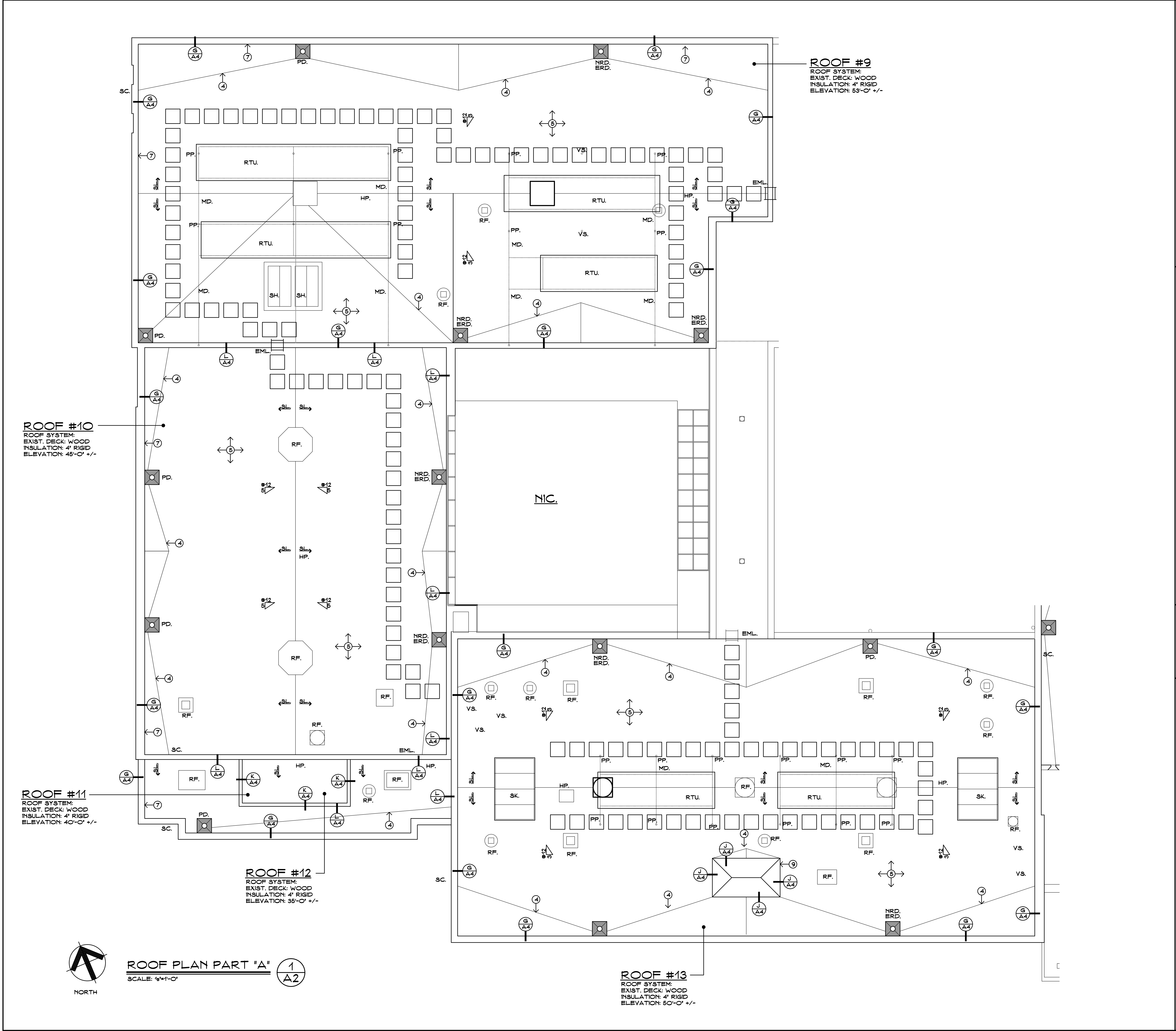
STATE PROJECT # TMP-051-QTFX

Date: APRIL 24, 2017  
Scale: 1/16"=1'-0"  
Drawn By: K.LINSLEY  
Project Number: 17.006

Drawing Number:

A1





SYMBOL LEGEND	
	- PLAN, SECTION, DETAIL OR ELEVATION NUMBER - SHEET NUMBER.
	- INDICATES SLOPE DIRECTION & INDICATES EXISTING ROOF PITCH.
	- EXISTING OUTLINE OF BUILDING.
	- INDICATES SLOPE DIRECTION OF TAPERED INSULATION AT 1/4" FT. MIN.
	- TAPERED INSULATION CRICKET SLOPED @ 1/4" PER FOOT.
	- CONTRACTOR TO VERIFY DIMENSION IN FIELD.
	- INDICATES HIGH POINT OF INSULATION.
	- EXISTING ROOF DRAIN TO BE REMOVED. SEE DEMOLITION NOTES.
	- ROOF DRAIN & SUMP TO BE INSTALLED. SEE DETAIL A/A4
	- PARAPET WALL ANGLE DRAIN. SEE DETAIL B/A4
	- EMERGENCY OVERFLOW SCUPPER. SEE DETAIL H/A4
	- EXISTING VENT STACK. SEE DETAIL C/A4
	- EXISTING ROOF EXHAUST FAN. SEE DETAIL D/A4
	- EXIST ROOFTOP MECHANICAL UNIT. SEE CONSTRUCTION NOTE # 8
	- PITCH POCKET TO BE INSTALLED. SEE DETAIL E/A4
	- WALKWAY PADS. SEE CONSTRUCTION NOTE # 1
	- NEW SKYLIGHT. SEE CONSTRUCTION NOTE # 6
	- EXISTING METAL LADDER TO REMAIN.
	- CONDUIT CURB. SEE DETAIL H/A4
	- EXISTING MECH. UNIT DUNNAGE TO REMAIN.
	- EXISTING SMOKE HATCH. SEE DETAIL M/A4

- ### GENERAL NOTES
- ALL FLAT ROOFS TO RECEIVE 1/4" PER FOOT TAPERED RIGID INSULATION MINIMUM UNLESS OTHERWISE NOTED.
  - FIELD VERIFY ALL DIMENSIONS & PERFORM TEST CUTS AT EACH ROOF PRIOR TO THE BID.
  - ALL MATERIALS ARE NEW UNLESS OTHERWISE NOTED 'EXISTING'.
  - ALL WOOD BLOCKING, PLYWOOD & NAILERS TO BE PRESSURE TREATED. (P.T.)
  - ALL WOOD BLOCKING INDICATED IN DETAILS IS TO BE ANCHORED TO THE EXISTING STRUCTURE.
  - ALL MEMBRANE FLASHING INDICATED IS TO EXTEND A MINIMUM OF 8" (VERTICAL OR HORIZONTAL).
  - CONTRACTOR IS TO SURVEY THE EXISTING ROOF DECKS W/A LEVEL (AFTER DEMOLITION) TO VERIFY THE SLOPES INDICATED ON PLAN ARE ACCURATE. NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES PRIOR TO PERFORMING ANY ADDITIONAL ROOFING OPERATIONS.
  - CONTRACTOR IS TO INSPECT THE UNDERSIDE OF ALL ROOF DECKS PRIOR TO ROOFING OPERATIONS TO INSURE THAT NO INTERIOR MATERIALS, EQUIPMENT, FINISHES OR OBJECTS WILL BE PERCED OR DAMAGED.
  - CONTRACTOR ASSUMES ALL RESPONSIBILITY DURING PROJECT & WILL REPLACE ANY & ALL DAMAGED EQUIPMENT W/NO ADDITIONAL COST TO OWNER.
  - SITE AREAS DISTURBED SHALL BE CLEANED & RE-LEVELLED, W/LAWN AREAS MAGNETICALLY RAKED TO REMOVE ANY METAL DEBRIS & RE-SEEDED AS REQUIRED TO MATCH ADJACENT CONDITIONS.
  - CONTRACTOR ASSUMES ALL RESPONSIBILITY FOR CLEAN UP OF ROOFING MATERIALS & DEBRIS THAT PENETRATES THE INTERIOR ENVELOPE OF THE BUILDING W/NO ADDITIONAL COST TO THE OWNER.
  - SHAKE/CLEAN OUT ALL EXISTING VERTICAL & HORIZONTAL LEADERS OUT TO NEAREST MANHOLE OUTSIDE OF BUILDING.
  - ALL CRICKETS ARE TO BE SLOPED @ A MINIMUM OF 1/4" PER FOOT & COORDINATE CRICKETS AROUND EXIST. HVAC UNITS AS REQUIRED TO AVOID PONDING.
  - CONTRACTOR IS RESPONSIBLE FOR THE REMOVAL & RE-INSTALLATION OF ALL HVAC UNITS INCLUDING ANY ELECTRICAL OR MECHANICAL CONNECTIONS. THIS MAY INCLUDE THE EXTENSION OF EXISTING ELECTRICAL & DUCTWORK SYSTEMS TO ACCOMMODATE NEW MECHANICAL UNIT CURBING & NEW ROOFING SYSTEM.
  - SHAKE/CLEAN OUT ALL EXISTING VENT STACK BEFORE THE INSTALLATION OF METAL SLEEVE.
  - ALL DRAIN PIPING IS INSULATED ABOVE THE CEILINGS. THE EXACT ROUTE WILL BE DETERMINED IN THE FIELD, MAKE MINOR ADJUSTMENT IN THE ROUTE AT NO ADDITIONAL COST TO OWNER.
  - NEW INSULATION TO BE A MINIMUM OF 4" AT ALL EXISTING & NEW ROOF DRAINS.
  - ALL ANTENNAS, CONDUITS & ANY OTHER OBJECTS TO REMAIN AFFECTED BY SCOPE OF WORK TO BE REMOVED & REINSTALLED.
  - CONTRACTOR SHALL COMPLY WITH NFPA 1, CHAPTER 16 & NFPA 241 STANDARD FOR SAFEGUARDING CONSTRUCTION, ALTERATION & DEMOLITION OPERATIONS.

- ### DEMOLITION NOTES
- REMOVE ALL EXISTING ROOF INSULATION BUR ROOF ROOF.
  - REMOVE ALL EXISTING PERMETER EDGE METAL FLASHING.
  - REMOVE EXISTING ROOF DRAIN & ASSOCIATED SUMP.
  - REMOVE & DISPOSE OF EXISTING SKYLIGHT.

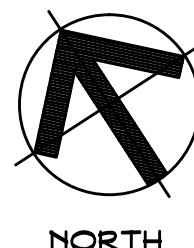
- ### CONSTRUCTION NOTES
- WALKWAY PADS TO BE INSTALLED. SEE PROJECT MANUAL FOR ADDITIONAL INFORMATION.
  - INSTALL NEW METAL DOWNSPOUTS @ ALL INDICATED SCUPPER LOCATIONS. SEE PROJECT MANUAL FOR ADDITIONAL INFORMATION.
  - INSTALL NEW CONCRETE SPLASH BLOCKS @ ALL INDICATED METAL DOWNSPOUT LOCATIONS. SEE PROJECT MANUAL.
  - EXISTING BUILT-IN CRICKETS TO REMAIN.
  - PROVIDE 2"x4" WOOD NAILER STRIPS THE SAME THICKNESS AS NEW INSULATION PERPENDICULAR TO THE SLOPED ROOF DECK 48" O.C. SEE PROJECT MANUAL.
  - PROVIDE NEW SKYLIGHT(S) MATCH EXISTING SIZE & PROFILE. SEE DETAIL F/A4 & PROJECT MANUAL.
  - TEMPORARILY REMOVE EXISTING LIGHTING & ASSOCIATED CONDUIT. REINSTALL IN EXIST LOCATIONS.
  - EXISTING ROOF TOP MECHANICAL UNIT TO REMAIN. PROVIDE PITCH BOXES FOR ALL DUNNAGE & ELECTRICAL PENETRATIONS. SEE DETAIL E/A4 & PROJECT MANUAL.
  - REMOVE EXISTING ASPHALT SHINGLES, INSTALL NEW 4" POLYISO INSULATION, COVER BOARD & NEW MOD. BIT ROOFING MEMBRANE. SEE DETAIL J/A4

ROOF #7

ROOF SYSTEM:  
EXIST. DECK: CONCRETE  
INSULATION: 4" RIGID  
ELEVATION: 53'-0" +/-

ROOF #3

ROOF SYSTEM:  
EXIST. DECK: WOOD  
INSULATION: 4" RIGID  
ELEVATION: 45'-0" +/-



ROOF PLAN PART "B"

SCALE: 1/8"=1'-0"

1  
A3

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SILVER / PETRUCCELLI + ASSOCIATES  
Architects/ Engineers/ Interior Designers

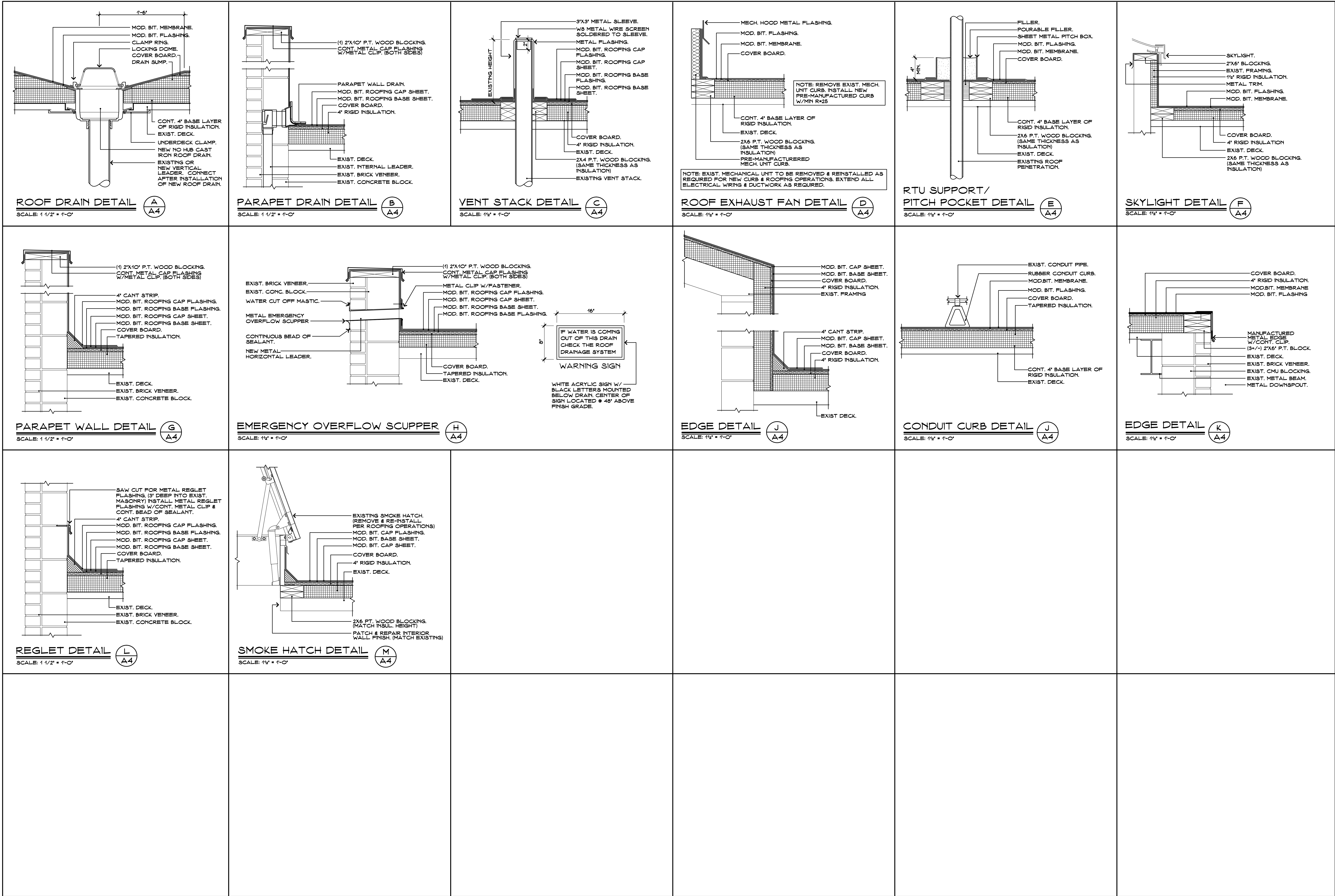
3190 Whitney Avenue, Hamden, CT 06518-2340  
Tel. 203 230 9007 Fax. 203 230 8247  
silverpetrucci.com

Revision:	Description:	Date:	Revised By:

Drawing Title:	Date:	Drawing Number:
Roof Plan Part "B"	APRIL 24, 2017	A3
Scale:	1/8"=1'-0"	
Drawn By:	K.LINSLEY	
Project Number:	17.006	

STATE PROJECT # TMP-051-QTFX

The Town of Fairfield  
Tomlinson Middle School Partial Roof Replacement  
200 Unquowa Road  
Fairfield, Connecticut 06824





## Fairfield Public Schools

2016 – 2017

### Quarterly Financial Report as of March 31, 2017

#### **Summary**

As of March 31, 2017, projected deficits continue to exceed projected savings with a net deficit of approximately \$500,000. Consequently, more than \$1 million in BOE funds are in reserve to ensure a balanced budget at year-end. Late spring / early summer maintenance projects are included in the projected balances. The mild winter provided savings in custodial overtime, snow removal and heating costs.

Hourly payrolls, substitutes, overtime and utilities are not encumbered, but expenses are estimated and considered when projecting the budget status on June 30. These estimated expenses are approximations and will vary slightly from actual expenses; therefore, additional funds are in reserve to account for those unknown variations.

#### **Personnel Services**

Contracted salaries, hourly wages, extra-curricular stipends and substitute pay are the single largest budget classification at approximately \$104.7 million of the \$163.6 million total budget. Throughout the year, there are adjustments to personnel services due to Leaves of Absence, turnover and associated substitute costs. The anticipated balance in salaries has increased over time based on these staffing adjustments and a hold on filling vacancies where possible. As a result, there is a projected net balance of approximately \$115,000 when savings in salaries are combined with the projected deficit in substitute costs.

#### **Fixed Charges**

Fixed charges, or benefits, account for nearly 15 % of the budget. The contribution to the town pension fund was made in a lump sum and other benefits such as health insurance, life and disability insurance, social security and 401(a) contributions are paid as incurred. The health insurance expenses reflected on the financial statement are through March, except for the \$740,000 in costs paid from the medical retention fund as planned. The balance in health insurance appears to be insufficient for the remainder of the year, but with grants and additional employee deductions at year-end, the funds are expected to be adequate.

The projected deficit for 401(a) contributions is approximately \$62,000 now that all non-certified new hires participate in a 401(a) plan. Social security and life insurance are paid throughout the year as incurred and there are some projected savings.

### **Pupil Personnel Expenses**

Special education costs, with the exception of salaries, transportation and capital are included in this category. This segment is the most volatile as expenses are determined by the needs of individual students. Whether the expenses qualify for excess cost reimbursement is also a variable. Projected annual costs per student that exceed 4 ½ times the PPE for district-placed students, or one-time the PPE for DCF placed students, qualify for excess cost reimbursement. An excess cost payment of \$2.5 million was received from the state in February. Final payment is due in May based on the revised March 1 filing and state funding available for statewide eligible costs. An additional \$780,000 is expected, but that estimate is very unpredictable. As of March 31, the financial report reflects a negative \$3.5 million in this category. However, expenses are not offset by the excess cost reimbursement until the second payment is received in May.

### **School Expenses**

As the end of the school year and fiscal year approach, final purchases are made to carry schools through the end of the year. These expenditures support instruction and activities at the building level and include supplies, materials, textbooks, copying, sports, and other activities. The balance remaining in this category will decrease further as final encumbrances are submitted. In addition, there are on-going school expenses that are not encumbered such as tutors, intramurals and certain sports costs.

### **Support Expenses**

Program implementation, centrally funded instructional programs, non-special education tuition and central support operations are included here. Additional expenses in program implementation are incurred as curriculum work is done at year-end. Professional/Technical, maintenance services (software/network maintenance); security and postage are expended on a contractual or as-needed basis. Legal fees are based on estimates and are projected to be over budget.



## **Maintenance/Operation/Transportation**

Maintenance, operations and transportation account for approximately 11 % of the total budget. Although transportation appears to have a deficit on the March 31 financial report, costs will be reduced with excess cost, magnet school transportation, and Pre-K tuition revenue. Net transportation costs are expected to be under budget due to savings from the reduction in school days and special education transportation.

Approximately 26 % of the budget in this category is designated for utilities, which are not encumbered and are paid as incurred. Electric and heating rates were budgeted at the contracted amount for the entire fiscal year; however, transmission/distribution and transportation rates are variable. The majority of the projected savings in utilities is in heating costs due to the milder winter.

The budget of \$4.2 million for maintenance services is for preventative maintenance, repairs and major maintenance projects. A few projects are in the final stages of the bid process and will be finalized based on results. Other contractual services have been encumbered but general repair and maintenance accounts are expended as needed.

## **Capital**

The capital budget totals approximately \$2.5 million and 88% of the funding is expended or encumbered. The remaining balance is included in the \$1 million held in reserve due to budget constraints.

Submitted: May 4, 2017

Doreen T. Munsell

FAIRFIELD PUBLIC SCHOOLS  
PROJECTED EXPENSES ON JUNE 30, 2017  
AS OF APRIL 28, 2017

	ACCOUNT	1 6/30/2017 Projected Balance as of 1/19/2017	2 Funds Held in Reserve as of 1/19/2017	3 6/30/2017 Projected Balance as of 4/28/2017	4 Funds Held in Reserve as of 4/28/2017
	<b>SAVINGS</b>				
1	Personnel Services	\$ 63,404		\$ 586,327	
2	Copying/Printing			\$ 1,672	
3	FICA/MED	\$ 25,023		\$ 16,988	
4	Equipment		\$ 145,892		\$ 161,695
5	Human Resources Department (see below)	\$ 19,484			
6	Extra Curricular Salaries	\$ 37,000		\$ 35,378	
7	Instructional Office	\$ 94,484	\$ 126,792		\$ 221,284
8	Maintenance		\$ 225,933		\$ 225,876
9	Technology		\$ 227,891		\$ 260,759
10	Transportation	\$ 84,066		\$ 345,116	
11	Tuition - Magnet Schools	\$ 23,194		\$ 23,194	
12	Utilities -				
13	Commercial Gas	\$ 8,238		\$ 16,462	
14	Electricity	\$ 28,724		\$ 22,733	
15	Heat	\$ 132,406		\$ 95,638	
16	Water	\$ 6,453		\$ 9,148	
17	Central Office Supplies/Postage		\$ 6,604		\$ 11,467
18	<b>Total Savings</b>	<b>\$ 522,476</b>		<b>\$ 1,152,656</b>	
	<b>DEFICIT</b>				
19	Human Resources Department (see above)			\$ (3,607)	
20	Pension/401(a)	\$ (70,611)		\$ (62,067)	
21	Copying/Printing	\$ (2,862)			
22	Legal			\$ (91,326)	
23	Security	\$ (19,782)		\$ (21,948)	
24	Special Education				
25	Tuition	\$ (449,136)		\$ (544,309)	
26	Professional Expenses	\$ (73,478)		\$ (82,139)	
27	Professional Consultation	\$ (253,074)		\$ (380,199)	
28	All Other SPED Accounts		\$ 176,089		\$ 142,753
29	Teacher/Para Sub Accounts	\$ (435,425)		\$ (470,716)	
30	<b>Total Deficit</b>	<b>\$ (1,304,368)</b>		<b>\$ (1,652,704)</b>	
31	<b>Total</b>	<b>\$ (781,892)</b>	<b>\$ 909,201</b>	<b>\$ (500,048)</b>	<b>\$ 1,023,834</b>
32	<b>Total Projected Balance</b>	<b>\$127,309</b>		<b>\$523,786</b>	



**Statement of Account - Summary by Major Classification**

3/31/2017 4:07:37 PM

**Fairfield Public Schools  
Fiscal Year 2016-2017**

Major Classification	Appropriation As Adopted	Spec Approp and Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrance	Outstanding Requisitions	Unencumbered Balance	% Used
Personnel Services	104,758,317.00	\$500.00	104,758,817.00	\$65,536,184.30	\$37,513,098.85	\$0.00	\$1,709,533.85	98.37%
Fixed Charges	\$23,732,499.00	\$0.00	\$23,732,499.00	\$18,769,536.94	\$0.00	\$0.00	\$4,962,962.06	79.09%
Pupil Personnel Expense	\$7,420,619.00	(\$3,800.00)	\$7,416,819.00	\$8,133,302.64	\$2,603,410.08	\$193,691.92	(\$3,513,585.64)	147.37%
School Expenses	\$2,748,747.00	\$3,300.00	\$2,752,047.00	\$1,624,817.64	\$638,976.61	\$28,580.39	\$459,672.36	83.30%
Support Expenses	\$4,981,940.00	\$0.00	\$4,981,940.00	\$3,547,021.57	\$613,913.47	\$226,432.71	\$594,572.25	88.07%
Maint/Oper/Trans	\$17,491,578.00	\$0.00	\$17,491,578.00	\$12,521,087.44	\$2,736,099.39	\$85,408.15	\$2,148,983.02	87.71%
Capital	\$2,524,861.00	\$0.00	\$2,524,861.00	\$1,762,357.44	\$32,602.33	\$416,033.61	\$313,867.62	87.57%
<b>Grand Total</b>	<b>\$163,658,561.00</b>	<b>\$0.00</b>	<b>163,658,561.00</b>	<b>111,894,307.97</b>	<b>\$44,138,100.73</b>	<b>\$950,146.78</b>	<b>\$6,676,005.52</b>	<b>95.92%</b>

# Statement of Account - Summary by Major Classification and Summary Object

3/31/2017 4:08:02 PM

Fairfield Public Schools  
Fiscal Year 2016-2017

Major Classification Summary Object	Appropriation As Adopted	Spec Approp and Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrance	Outstanding Requisitions	Unencumbered Balance	% Used
<b>Personnel Services</b>								
101 TEACHING STAFF	\$71,065,784.00	(\$769,629.00)	\$70,296,155.00	\$41,893,922.49	\$28,402,196.92	\$0.00	\$35.59	100.00%
103 CERTIFIED SUPPORT STAFF	\$6,807,978.00	(\$220,034.00)	\$6,587,944.00	\$3,939,307.18	\$2,648,649.86	\$0.00	(\$13.04)	100.00%
105 SCHOOL ADMIN STAFF	\$6,024,575.00	(\$58,707.00)	\$5,965,868.00	\$4,502,394.60	\$1,463,473.25	\$0.00	\$0.15	100.00%
107 CENTRAL ADMINISTRATION STAFF	\$1,098,312.00	(\$25,838.00)	\$1,072,474.00	\$797,918.04	\$274,556.10	\$0.00	(\$0.14)	100.00%
109 DIRECTOR/SUPERVISOR/MGR	\$649,884.00	\$26,056.00	\$675,940.00	\$509,653.37	\$166,286.50	\$0.00	\$0.13	100.00%
111 SECRETARIAL/CLERCL STAFF	\$3,494,098.00	(\$99,633.00)	\$3,394,465.00	\$2,337,969.61	\$1,056,493.28	\$0.00	\$2.11	100.00%
113 PARAPROFESSIONAL STAFF	\$3,572,366.00	(\$34,089.00)	\$3,538,277.00	\$2,309,272.56	\$1,228,999.68	\$0.00	\$4.76	100.00%
115 CUSTODIAN STAFF	\$4,030,827.00	(\$168,054.00)	\$3,862,773.00	\$2,919,728.32	\$943,070.18	\$0.00	(\$25.50)	100.00%
117 MAINTENANCE STAFF	\$1,004,173.00	\$5,331.00	\$1,009,504.00	\$763,824.11	\$245,678.29	\$0.00	\$1.60	100.00%
121 SUPPORT STAFF	\$2,327,164.00	\$26,869.00	\$2,354,033.00	\$1,732,294.96	\$621,747.10	\$0.00	(\$9.06)	100.00%
125 SE TRAINER STAFF	\$834,637.00	\$94,281.00	\$928,918.00	\$693,690.86	\$235,226.68	\$0.00	\$0.46	100.00%
129 PART-TIME EMPLOYMENT	\$2,676,593.00	\$500.00	\$2,677,093.00	\$2,295,820.01	\$50,214.36	\$0.00	\$331,058.63	87.63%
131 WAGE/BENEFIT RESERVE	\$634,454.00	(\$137,750.00)	\$496,704.00	\$16,873.79	\$24,483.92	\$0.00	\$455,346.29	8.33%
133 STAFF REPLACEMENT	(\$1,108,000.00)	\$1,577,452.00	\$469,452.00	\$0.00	\$0.00	\$0.00	\$469,452.00	0.00%
135 DEGREE CHANGES	\$270,782.00	(\$216,255.00)	\$54,527.00	\$0.00	\$0.00	\$0.00	\$54,527.00	0.00%
307 OTHER SERVICES	\$1,374,690.00	\$0.00	\$1,374,690.00	\$823,514.40	\$152,022.73	\$0.00	\$399,152.87	70.96%
<b>Total for Personnel Services</b>	<b>104,758,317.00</b>	<b>\$500.00</b>	<b>104,758,817.00</b>	<b>\$65,536,184.30</b>	<b>\$37,513,098.85</b>	<b>\$0.00</b>	<b>\$1,709,533.85</b>	<b>98.37%</b>
<b>Fixed Charges</b>								
201 HEALTH INSURANCE	\$19,316,039.00	\$0.00	\$19,316,039.00	\$15,114,635.97	\$0.00	\$0.00	\$4,201,403.03	78.25%
203 LIFE/DISABILITY INSURANCE	\$267,709.00	\$0.00	\$267,709.00	\$202,115.69	\$0.00	\$0.00	\$65,593.31	75.50%
205 SOCIAL SECURITY	\$2,298,356.00	\$0.00	\$2,298,356.00	\$1,615,714.51	\$0.00	\$0.00	\$682,641.49	70.30%
207 PENSION/RETIREMENT	\$1,850,395.00	\$0.00	\$1,850,395.00	\$1,837,070.77	\$0.00	\$0.00	\$13,324.23	99.28%
<b>Total for Fixed Charges</b>	<b>\$23,732,499.00</b>	<b>\$0.00</b>	<b>\$23,732,499.00</b>	<b>\$18,769,536.94</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,962,962.06</b>	<b>79.09%</b>
<b>Pupil Personnel Expense</b>								
301 INSTRUCTIONAL SERVICES	\$50,500.00	\$0.00	\$50,500.00	\$26,665.56	\$1,120.00	\$1,120.00	\$21,594.44	57.24%
303 PUPIL PERSONNEL SERVICES	\$1,930,911.00	\$0.00	\$1,930,911.00	\$2,106,640.51	\$657,273.34	\$23,771.90	(\$856,774.75)	144.37%
307 OTHER SERVICES	\$473,000.00	\$0.00	\$473,000.00	\$519,883.91	\$166,397.11	\$19,349.53	(\$232,630.55)	149.18%
315 RENTALS	\$23,842.00	\$0.00	\$23,842.00	\$24,200.00	\$0.00	\$0.00	(\$358.00)	101.50%
317 STUDENT TRANSPORTATION	\$181,560.00	\$0.00	\$181,560.00	\$185,985.55	\$0.00	\$0.00	(\$4,425.55)	102.44%
319 CONFERENCE & TRAVEL	\$169,796.00	\$0.00	\$169,796.00	\$94,509.96	\$33,198.46	\$0.00	\$42,087.58	75.21%
327 PRINTING/COPYING	\$6,800.00	\$0.00	\$6,800.00	\$5,025.98	\$4,841.22	\$0.00	(\$3,067.20)	145.11%
329 TUITION	\$4,490,710.00	\$0.00	\$4,490,710.00	\$5,127,099.17	\$1,733,746.89	\$148,785.50	(\$2,518,921.56)	156.09%
401 INSTRUCTIONAL SUPLS/MATLS	\$62,500.00	\$0.00	\$62,500.00	\$23,607.48	\$3,979.10	\$437.25	\$34,476.17	44.84%
404 SPLS, BKS, MATLS-DIST SUPPORT	\$16,000.00	(\$3,800.00)	\$12,200.00	\$7,465.32	\$869.96	\$98.97	\$3,765.75	69.13%
411 TEXTBOOKS	\$12,000.00	\$0.00	\$12,000.00	\$7,120.52	\$1,984.00	\$0.00	\$2,895.48	75.87%
415 OTHER SUPPLIES/MATERIALS	\$1,250.00	\$0.00	\$1,250.00	\$1,642.68	\$0.00	\$128.77	(\$521.45)	141.72%
601 DUES AND FEES	\$1,750.00	\$0.00	\$1,750.00	\$3,456.00	\$0.00	\$0.00	(\$1,706.00)	197.49%
<b>Total for Pupil Personnel Expense</b>	<b>\$7,420,619.00</b>	<b>(\$3,800.00)</b>	<b>\$7,416,819.00</b>	<b>\$8,133,302.64</b>	<b>\$2,603,410.08</b>	<b>\$193,691.92</b>	<b>(\$3,513,585.64)</b>	<b>147.37%</b>



# Statement of Account - Summary by Major Classification and Summary Object

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Fairfield Public Schools  
Fiscal Year 2016-2017

Major Classification Summary Object	Appropriation As Adopted	Spec Approp and Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrance	Outstanding Requisitions	Unencumbered Balance	% Used
<b>School Expenses</b>								
129 PART-TIME EMPLOYMENT	\$13,000.00	(\$2,400.00)	\$10,600.00	\$5,778.05	\$0.00	\$0.00	\$4,821.95	54.51%
301 INSTRUCTIONAL SERVICES	\$18,300.00	\$5,100.00	\$23,400.00	\$11,564.62	\$3,560.00	\$433.25	\$7,842.13	66.49%
307 OTHER SERVICES	\$67,275.00	\$0.00	\$67,275.00	\$14,415.72	\$16,031.80	\$7,275.95	\$29,551.53	56.07%
315 RENTALS	\$126,597.00	\$0.00	\$126,597.00	\$27,745.00	\$53,090.00	\$0.00	\$45,762.00	63.85%
317 STUDENT TRANSPORTATION	\$42,250.00	\$0.00	\$42,250.00	\$16,613.68	\$19,771.80	\$0.00	\$5,864.52	86.12%
319 CONFERENCE & TRAVEL	\$65,645.00	(\$2,774.00)	\$62,871.00	\$23,852.04	\$2,457.55	\$30.00	\$36,531.41	41.89%
327 PRINTING/COPYING	\$256,179.00	\$0.00	\$256,179.00	\$141,853.04	\$106,605.60	\$0.00	\$7,720.36	96.99%
400 SUPPLIES, BOOKS & MATERIALS	\$1,481,319.00	\$2,964.00	\$1,484,283.00	\$1,004,042.92	\$288,109.06	\$19,832.09	\$172,298.93	88.39%
402 INSTRUCTIONAL SPLS-DIST SUPPRT	\$38,000.00	\$0.00	\$38,000.00	\$15,147.92	\$15,938.54	\$0.00	\$6,913.54	81.81%
409 STUDENT ACTIVITY EXPENSES	\$595,972.00	\$0.00	\$595,972.00	\$329,585.13	\$130,562.24	\$794.10	\$135,030.53	77.34%
415 OTHER SUPPLIES/MATERIALS	\$18,375.00	\$476.00	\$18,851.00	\$10,816.66	\$2,850.02	\$215.00	\$4,969.32	73.64%
601 DUES AND FEES	\$25,835.00	(\$66.00)	\$25,769.00	\$23,402.86	\$0.00	\$0.00	\$2,366.14	90.82%
<b>Total for School Expenses</b>	<b>\$2,748,747.00</b>	<b>\$3,300.00</b>	<b>\$2,752,047.00</b>	<b>\$1,624,817.64</b>	<b>\$638,976.61</b>	<b>\$28,580.39</b>	<b>\$459,672.36</b>	<b>83.30%</b>
<b>Support Expenses</b>								
301 INSTRUCTIONAL SERVICES	\$184,570.00	(\$5,400.00)	\$179,170.00	\$147,584.98	\$24,386.77	\$0.00	\$7,198.25	95.98%
305 PROFESSIONAL/TECHNICAL SVCS	\$715,040.00	\$0.00	\$715,040.00	\$488,809.06	\$283,767.39	\$0.00	(\$57,536.45)	108.05%
307 OTHER SERVICES	\$21,060.00	\$431.00	\$21,491.00	\$20,324.50	\$0.00	\$0.00	\$1,166.50	94.57%
309 SECURITY SVCS/EXPENSES	\$160,000.00	\$0.00	\$160,000.00	\$92,358.07	\$87,342.08	\$0.00	(\$19,700.15)	112.31%
313 MAINTENANCE SERVICES	\$664,799.00	\$0.00	\$664,799.00	\$584,451.82	\$58,416.00	\$13,350.00	\$8,581.18	98.71%
319 CONFERENCE & TRAVEL	\$48,900.00	\$0.00	\$48,900.00	\$22,418.62	\$14,565.39	\$0.00	\$11,915.99	75.63%
321 PROFESSIONAL DEVELOPMENT	\$591,117.00	(\$6,557.00)	\$584,560.00	\$382,637.10	\$31,284.24	\$0.00	\$170,638.66	70.81%
323 POSTAGE	\$68,000.00	\$0.00	\$68,000.00	\$56,602.44	\$6,897.56	\$0.00	\$4,500.00	93.38%
325 PERSONNEL/RECRUITMENT EXP	\$25,690.00	(\$541.00)	\$25,149.00	\$9,453.96	\$65.00	\$0.00	\$15,630.04	37.85%
327 PRINTING/COPYING	\$67,350.00	\$0.00	\$67,350.00	\$39,354.16	\$23,433.93	\$0.00	\$4,561.91	93.23%
329 TUITION	\$319,927.00	\$0.00	\$319,927.00	\$296,733.00	\$0.00	\$0.00	\$23,194.00	92.75%
401 INSTRUCTIONAL SUPLS/MATLS	\$1,879,573.00	\$9,007.00	\$1,888,580.00	\$1,272,223.83	\$54,751.43	\$198,506.85	\$363,097.89	80.77%
403 OFFICE/GENERAL SUPPLIES	\$15,250.00	\$0.00	\$15,250.00	\$9,032.61	\$4,708.76	\$0.00	\$1,508.63	90.11%
404 SPLS, BKS, MATLS-DIST SUPPORT	\$9,000.00	\$2,950.00	\$11,950.00	\$11,923.41	\$0.00	\$0.00	\$26.59	99.78%
411 TEXTBOOKS	\$2,933.00	\$0.00	\$2,933.00	\$183.29	\$929.84	\$0.00	\$1,819.87	37.95%
415 OTHER SUPPLIES/MATERIALS	\$148,465.00	\$110.00	\$148,575.00	\$56,317.84	\$14,765.08	\$14,575.86	\$62,916.22	57.65%
424 OTHER SUPPLIES	\$6,000.00	\$0.00	\$6,000.00	\$29.16	\$0.00	\$0.00	\$5,970.84	0.49%
601 DUES AND FEES	\$54,266.00	\$0.00	\$54,266.00	\$56,583.72	\$8,600.00	\$0.00	(\$10,917.72)	120.12%
<b>Total for Support Expenses</b>	<b>\$4,981,940.00</b>	<b>\$0.00</b>	<b>\$4,981,940.00</b>	<b>\$3,547,021.57</b>	<b>\$613,913.47</b>	<b>\$226,432.71</b>	<b>\$594,572.25</b>	<b>88.07%</b>
<b>Maint/Oper/Trans</b>								
305 PROFESSIONAL/TECHNICAL SVCS	\$100,000.00	\$0.00	\$100,000.00	\$30,658.00	\$1,085.00	\$25,650.00	\$42,607.00	57.39%
311 UTILITY SERVICES	\$4,564,632.00	\$0.00	\$4,564,632.00	\$3,109,509.39	\$84,395.83	\$0.00	\$1,370,726.78	69.97%
313 MAINTENANCE SERVICES	\$4,167,923.00	\$0.00	\$4,167,923.00	\$2,346,687.66	\$937,043.58	\$45,282.15	\$838,909.61	79.87%
317 STUDENT TRANSPORTATION	\$7,797,817.00	\$0.00	\$7,797,817.00	\$6,482,236.02	\$1,419,613.73	\$6,600.00	(\$110,632.75)	101.42%
319 CONFERENCE & TRAVEL	\$34,100.00	\$0.00	\$34,100.00	\$22,914.90	\$11,986.92	\$0.00	(\$801.82)	102.35%
321 PROFESSIONAL DEVELOPMENT	\$55,395.00	\$0.00	\$55,395.00	\$27,315.24	\$0.00	\$2,565.05	\$25,514.71	53.94%
424 OTHER SUPPLIES	\$315,211.00	\$0.00	\$315,211.00	\$157,596.47	\$150,840.90	\$2,971.20	\$3,802.43	98.79%
429 MAINTENANCE/REPAIR SUPPLIES	\$456,500.00	\$0.00	\$456,500.00	\$344,169.76	\$131,133.43	\$2,339.75	(\$21,142.94)	104.63%
<b>Total for Maint/Oper/Trans</b>	<b>\$17,491,578.00</b>	<b>\$0.00</b>	<b>\$17,491,578.00</b>	<b>\$12,521,087.44</b>	<b>\$2,736,099.39</b>	<b>\$85,408.15</b>	<b>\$2,148,983.02</b>	<b>87.71%</b>
<b>Capital</b>								
501 CAPITAL OUTLAY	\$482,146.00	\$0.00	\$482,146.00	\$228,775.82	\$17,462.79	\$20,070.28	\$215,837.11	55.23%
503 TECHNOLOGY	\$2,042,715.00	\$0.00	\$2,042,715.00	\$1,533,581.62	\$15,139.54	\$395,963.33	\$98,030.51	95.20%
<b>Total for Capital</b>	<b>\$2,524,861.00</b>	<b>\$0.00</b>	<b>\$2,524,861.00</b>	<b>\$1,762,357.44</b>	<b>\$32,602.33</b>	<b>\$416,033.61</b>	<b>\$313,867.62</b>	<b>87.57%</b>
<b>Grand Total</b>	<b>163,658,561.00</b>	<b>\$0.00</b>	<b>163,658,561.00</b>	<b>111,894,307.97</b>	<b>\$44,138,100.73</b>	<b>\$950,146.78</b>	<b>\$6,676,005.52</b>	<b>95.92%</b>

5141.213(a)

## **Students**

### **Administering Medication**

#### **Opioid Overdose Prevention (Emergency Administration of Naloxone)**

The Board of Education recognizes that many factors, including the use and misuse of prescription painkillers, can lead to the dependence on and addiction to opioids, and that such dependence and addiction can lead to overdose and death among the general public, including District students and staff. The Board wants to minimize these deaths by the use of opioid overdose prevention measures by establishing protocols for its administration in emergency situations to assist individuals suspected to be experiencing an opioid overdose.

#### **Definitions**

**Drug overdose** means an acute medical condition, including, but not limited to, severe physical illness, coma, mania, hysteria or death, which is the result of consumption or use of one or more controlled substances causing an adverse reaction. The signs of opioid overdose include unresponsiveness; nonconsciousness; shallow breathing with rate less than 10 breaths per minute or not breathing at all; blue or gray face, especially fingernails and lips; and loud, uneven snoring or gurgling noises.

**Naloxone (Narcan)** ~~means~~ is a medication that can reverse an overdose caused by an opioid drug. As a narcotic antagonist, Naloxone displaces opiates from receptor sites in the brain and reverses respiratory depression that usually is the cause of overdose deaths.

**Opioids** ~~means~~ are illegal drugs such as heroin, as well as prescription medications used to treat pain such as morphine, codeine, methadone, oxycodone (OxyContin, Percodan, Percocet), hydrocodone (Vicodin), fentanyl, hydromorphone (Dilaudid), and buprenorphine.

#### **Delegation of Responsibility**

The School Medical Advisor shall provide and annually renew a standing order for the administration of Naloxone to students, staff members or other individuals believed or suspected to be experiencing an opioid overdose on school grounds or at a school-sponsored activity, at which the school nurse is present. The standing order shall include at least the following information:

1. Type of Naloxone (intranasal and auto-injector)
2. Date of issuance
3. Dosage
4. Signature of the school physician/School Medical Advisor

## **Opioid Overdose Prevention (Emergency Administration of Naloxone)**

### **Delegation of Responsibility (continued)**

**5141.213(b)**

The standing order shall be maintained in the office of the Nursing Supervisor and copies of the standing order shall be kept in each location where Naloxone is stored.

The school nurse shall be responsible for building-level administration and management of Naloxone and management of Naloxone stocks. Each school nurse and any other individual(s) authorized by the Superintendent shall be trained in the administration of Naloxone.

This policy permits school nurses to administer Naloxone to any person at a school displaying symptoms of an opioid overdose.

### **Acquisition, Storage and Disposal**

The school nurse shall obtain sufficient supplies of Naloxone pursuant to the standing order in the same manner as other medical supplies acquired for the school health program. The school nurse or designee shall regularly inventory and refresh Naloxone stocks, and maintain records thereof, in accordance with internal procedures, manufacturer's recommendations and any applicable Department of Public Health guidelines.

Naloxone shall be safely stored in the school nurse's office or other location designated by the school nurse in accordance with the drug manufacturer's instructions.

(cf. 5141 – Administering Medications)

Legal Reference: Connecticut General Statutes

10-212 School nurses and nurse practitioners. Administration of medications by parents or guardians on school grounds. Criminal history; records check.

10-212a Administration of medications in schools. (as amended by PA 99-2, and June Special Session and PA 03-211, PA 04-181, PA 07-241, PA 07-252, PA 09-155, PA 12-198, PA 14-176 and PA 15-215)

17a-714 Immunity for prescribing, dispensing or administering an opioid antagonist to treat or prevent a drug overdose.

21a-279(g) Penalty for illegal possession. Alternate sentences. Immunity.

52-557b Immunity from liability for emergency medical assistance first aid or medication by injection. School personnel not required to administer or render. (as amended by PA 05-144, An Act Concerning the Emergency Use of Cartridge Injectors)



## **5141.213(c)**

### **Opioid Overdose Prevention (Emergency Administration of Naloxone)**

Connecticut Regulations of State Agencies 10-212a-1 through 10-212a-10, inclusive, as amended.

PA 15-198: An Act Concerning Substance Abuse and Opioid Overdose Prevention

PA 16-43: An Act Concerning Opioids and Access to Overdose Reversal Drugs

*A new policy to consider. P.A. 15-141 requires boards of education to have a policy and procedure pertaining to this topic.*

## **Students**

### **5144.1 (a)**

#### **Use of Physical Force**

The Board of Education (Board) believes that maintaining an orderly, safe environment is conducive to learning and is an appropriate expectation of all staff members within the district. To the extent that staff actions comply with all applicable statutes and Board policy governing the use of physical force, including physical restraint of students and seclusion of students, staff members will have the full support of the Board of Education in their efforts to maintain a safe environment.

The Board recognizes that there are times when it becomes necessary for staff to use reasonable restraint or place a student in seclusion as an emergency intervention to protect a student from harming himself/herself or to protect others from harm.

#### **Definitions**

**Life-threatening physical restraint** means any physical restraint or hold of a person that restricts the flow of air into a person's lungs, whether by chest compression or any other means, or immobilizes or reduces the free movement of a person's arms, legs or head while the person is in the prone position.

**Psychopharmacologic agent** means any medication that affects the central nervous system, influencing thinking, emotion or behavior.

**Physical restraint** means any mechanical or personal restriction that immobilizes or reduces the free movement of a person's arms, legs or head. Excluded from this definition is briefly holding a person in order to calm or comfort the person; restraint involving the minimum contact necessary to safely escort a person from one area to another; medical devices including but not limited to, supports prescribed by a health care provider to achieve proper body position or balance; helmets or other protective gear used to protect a person from injuries due to a fall; or helmets, mitts and similar devices used to prevent self-injury when the device is part of a documented treatment plan or individualized education program pursuant to Connecticut's special education laws or prescribed or recommended by a medical professional and is the least restrictive means to prevent such self-injury.

**School employee** means a teacher, substitute teacher, school administrator, Superintendent, guidance counselor, psychologist, social worker, nurse, physician, school paraprofessional, or coach employed by the District or working in a public elementary, middle or high school; or any other individual who, in the performance of his/her duties has regular contact with students and who provides services to or on behalf of students enrolled in the district's schools, pursuant to a contract with the District.

## **Students**

### **Use of Physical Force**

### **Physical Restraint/Seclusion**

#### **Definitions (continued)**

**Seclusion** means the involuntary confinement of a student in a room, with or without staff supervision, in a manner that prevents the student from leaving. Seclusion does not include any confinement of a student in which the person is physically able to leave the area of confinement including, but not limited to, in-school suspension and time-out.

**Student** means a child (A) enrolled in grades kindergarten to twelve, inclusive, in a public school under the jurisdiction of a local or regional Board of Education, (B) receiving special education and related services in an institution or facility operating under contract with a local or regional Board of Education, (C) enrolled in a program or school administered by a regional education service center, or (D) receiving special education and related services from an approved private special education program, but shall not include any child receiving educational services from Unified School District #2 or the Department of Mental Health and Addiction Services.

#### **Conditions Pertaining to the Use of Physical Restraint and/or Seclusion**

- A. School employees shall not use a life-threatening physical restraint on a student under any circumstance.
- B. If any instance of physical restraint or seclusion of a student exceeds fifteen minutes an administrator or his/her designee, or a school health or mental health personnel, or a board certified behavioral analyst, who has received training in the use of physical restraint and seclusion shall determine whether continued physical restraint or seclusion is necessary to prevent immediate or imminent injury to the student or to others. Upon a determination that such continued physical restraint or seclusion is necessary, such individual shall make a new determination every thirty minutes thereafter regarding whether such physical restraint or seclusion is necessary to prevent immediate or imminent injury to the student or to others.
- C. No student shall be placed in seclusion unless:
  - a. The use of seclusion is as an emergency intervention to prevent immediate or imminent injury to the student or to others, provided the seclusion is not used for discipline or convenience and is not used as a substitute for a less restrictive alternative.
  - b. Such student is continually monitored by a school employee during the period of such student's seclusion. Any student voluntarily or involuntarily placed in seclusion or restrained shall be regularly evaluated by a school employee for indications of physical distress. The school employee conducting the evaluation shall enter each evaluation in

the student's educational record. Monitor shall mean by direct observation or by observation using video monitoring within physical proximity sufficient to provide aid as may be required.

- c. The area in which such student is secluded is equipped with a window or other fixture allowing the student a clear line of sight beyond the area of seclusion.
- D. School employees may not use a psychopharmacologic agent on a student without that student's consent except (1) as an emergency intervention to prevent immediate or imminent injury to the student or to others, or (2) as an integral part of the student's established medical or behavioral support or educational plan, as developed consistent with Section 17a-543 of the Connecticut General Statutes or, if no such plan has been developed, as part of a licensed practitioner's initial orders. The use of psychopharmacologic agents, alone or in combination, may be used only in doses that are therapeutically appropriate and not as a substitute for other appropriate treatment.
- E. In the event that physical restraint or seclusion is used on a student four or more times within twenty school days:
  - a. An administrator, one or more of such student's teachers, the parent/guardian of such student and, if any, a mental health professional shall convene for the purpose of:
    - i. Conducting or revising a behavioral assessment of the student;
    - ii. Creating or revising any applicable behavioral intervention plan; and
    - iii. Determining whether such student may require special education.
  - b. If such student is a child requiring special education or is a child being evaluated for eligibility for special education and awaiting a determination, such student's planning and placement team shall convene for the purpose of (1) conducting or revising a behavioral assessment of the student, and (2) creating or revising any applicable behavioral intervention plan, including, but not limited to, such student's individualized education plan.
- F. A reasonable effort shall be made to provide such notification immediately after such physical restraint or seclusion is initiated, however this notification must occur not later than twenty-four hours after the student is placed in physical restraint or seclusion. If the behavior of the student who was placed in seclusion and / or restraint is such that there is a concern about safely dismissing the student, the school principal or designee will determine the proper course of action regarding the student's dismissal.
- G. School employees shall not use a physical restraint on a student or place a student in seclusion unless he/she has received training on the proper means for performing such physical restraint or seclusion.



- H. The District, and each institution or facility operating under contract with the District to provide special education for children, including any approved private special education program, shall:
  - a. Record each instance of the use of physical restraint or seclusion on a student;
  - b. Specify whether the use of seclusion was in accordance with an individualized education program;
  - c. Specify the nature of the emergency that necessitated the use of such physical restraint or seclusion; and
  - d. Include such information in an annual compilation on its use of such restraint and seclusion on students. These facilities must provide information on each instance to the District Liaison for that facility.
- I. The District and institutions or facilities operating under contract with the District to provide special education for children, including any approved private special education program shall provide such annual compilation to the Department of Education in order to examine incidents of physical restraint and seclusion in schools.
- J. Any use of physical restraint or seclusion on a student shall be documented in the student's educational record. The documentation shall include:
  - a. The nature of the emergency and what other steps, including attempts at verbal de-escalation, were taken to prevent the emergency from arising if there were indications that such an emergency was likely to arise; and
  - b. A detailed description of the nature of the restraint or seclusion, the duration of such restraint or seclusion and the effect of such restraint or seclusion on the student's established educational plan.
- K. Any incident of the use of restraint or seclusion that results in physical injury to a student shall be reported to the State Board of Education.

### **Required Training and Prevention Training**

Training shall be provided by the Board to school professionals, paraprofessional staff members and administrators regarding physical restraint and seclusion of students. Such training shall be phased in over a period of three years beginning with the school year commencing July 1, 2015, and shall include, but not be limited to:

## **Students**

### **Use of Physical Force**

#### **Required Training and Prevention Training Plan (continued)**

- A. An overview of the relevant laws and regulations regarding the use of physical restraint and seclusion on students.
- B. The creation of a plan by which the District will provide school professionals, paraprofessional staff members and administrators with training and professional development regarding the prevention of incidents requiring physical restraint or seclusion of students. Such plan is to be implemented not later than July 1, 2017, and must include a provision to require the training of all school professionals, paraprofessional staff members and administrators in the prevention of such incidents not later than July 1, 2019 and periodically thereafter as prescribed by the Commissioner of Education.
- C. The District will create a plan, to be implemented not later than July 1, 2017, requiring the training of all school professionals, paraprofessional staff members and administrators by regarding the proper means of physically restraining or secluding a student, including, but not limited to:
  - 1. Verbal defusing and de-escalation;
  - 2. Prevention strategies;
  - 3. Various types of physical restraint and seclusion;
  - 4. The differences between life-threatening physical restraint and other varying levels of physical restraint;
  - 5. The differences between permissible physical restraint and pain compliance techniques; and
  - 6. Monitoring methods to prevent harm to a student who is physically restrained or in seclusion, including training in the proper means of physically restraining or secluding a student.
  - 7. Recording and reporting procedures on the use of physical restraint and seclusion.

#### **Crisis Intervention Teams**

Annually, each school in the District will identify a crisis intervention team. Such team shall consist of school professionals, paraprofessional staff members and administrators trained in the use of physical restraint and seclusion.

Such teams shall respond to any incident in which the use of physical restraint or seclusion may

**Crisis Intervention Teams (cont.)****5144.1(d)**

be necessary as an emergency intervention to prevent immediate or imminent injury to a student or to others.

Each member of the crisis intervention team shall be recertified in the use of physical restraint and seclusion on an annual basis.

**Dissemination of Policy**

This policy and its procedures shall be made available on the District's website and in the Board's procedural manual. The policy shall be updated not later than sixty (60) days after the adoption or revision of regulations promulgated by the State Board of Education.

(cf. 4148/4248 - Employee Protection)

(cf. 5141.23 - Students with Special Health Care Needs)

Legal Reference: Connecticut General Statutes

10-76b State supervision of special education programs and services.

10-76d Duties and powers of boards of education to provide special education programs and services.

46a-150 Definitions. (as amended by PA 07-147 and PA 15-141)

46a-152 Physical restraint, seclusion and use of psychopharmacologic agents restricted. Monitoring and documentation required.

46a-153 Recording of use of restraint and seclusion required. Review of records by state agencies. Reviewing state agency to report serious injury or death to Office of Protection and Advocacy for Persons with Disabilities and to Office of Child Advocate. (as amended by PA 12-88)

53a-18 Use of reasonable physical force or deadly physical force generally.

53a-19 Use of physical force in defense of person.

53a-20 Use of physical force in defense of premises.

53a-21 Use of physical force in defense of property.

PA 07-147 An Act Concerning Restraints and Seclusion in Public Schools.  
PA 15-141 An Act Concerning Seclusion and Restraint in Schools.  
State Board of Education Regulations Sections 10-76b-5 through 10-76b-11.

**6142(a)**

*The recommended replacement for existing policy #6210 adopted 8/27/04 which is not compliant with recent legislative updates.*

## **Instruction**

### **Basic Instructional Program**

The basic instructional program shall be prescribed by the Board and be in accordance with the law.

Although learning experiences offered students vary according to their individual needs and abilities, the instructional program will be designed to give all students a common body of skills, understandings, attitudes, and knowledge needed for living in a democratic society.

As required by law the District shall provide a program of instruction which shall include at least the following subject matter as taught by legally qualified teachers:

- the arts
- career education
- consumer education
- health and safety, including, but not limited to:
  - human growth and development;
  - nutrition;
  - first aid, including cardiopulmonary resuscitation (CPR) training;
  - disease prevention; cancer awareness, including instruction in performing self-examination for breast and testicular cancer;
  - community and consumer health;
  - physical, mental and emotional health, including youth suicide prevention;
  - teen dating violence awareness and prevention, including sexual harassment and assault;
  - substance abuse prevention;
  - the safe use of social media, as defined in C.G.S. 9-601, that may include the dangers of gang membership;
  - accident prevention;
  - instruction on acquired immune deficiency syndrome (AIDS)
- language arts, including reading, writing, grammar, speaking and spelling
- mathematics
- physical education
- science
- social studies, including, but not limited to, citizenship, economics, geography, government and history
- computer programming instruction
- one or more world languages (on at least secondary level)
- vocational education (on at least secondary level)

World languages shall include American Sign Language provided such subject matter is taught by a qualified instructor under the supervision of a certified teacher.

**6142(b)**



## **Instruction**

### **Basic Instructional Program (continued)**

The “arts” means any form of visual or performing arts which may include, but not be limited to, dance, music, art and theatre.

In addition to these curriculum areas, the Board provides an instructional program in Business Education, Library Media, including Information and Technology Literacy Skills, and Technology Education.

The implementation of these programs shall be the responsibility of the school principals/headmasters with the support of building-based and Central Office administrators, coordinators and liaisons.

Legal Reference:       Connecticut General Statutes

10-16b Prescribed courses of study. (as modified by PA 97-45, PA 97-61, PA 08-153, PA 11-136, PA 14-234, PA 15-17, PA 15-94, PA 15-138, and *PA 16-188*)

10-18 Courses in United States History, government and duties and responsibilities of citizenship.

10-19 Teaching about alcohol, nicotine or tobacco, drugs, and acquired immune deficiency syndrome. Training of personnel.

Policy adopted:

Legal Reference: Connecticut General Statutes  
Section 10-76d-15 of the Regulations of Connecticut State Agencies as amended.  
10-76d Duties and powers of Boards of Education to provide special education programs and services.  
10-233a et sec. Exclusion.

## Regular Meeting Minutes Fairfield BoE, April 6, 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 7:35PM. Present were members Eileen Liu-McCormack (arrived 7:47PM), Donna Karnal (arrived 7:37PM), Jessica Gerber, Philip Dwyer, Anthony Calabrese, Trisha Pytko, Jennifer Maxon-Kennelly and John Llewellyn. Marc Patten was not present. Others present were Superintendent Dr. Toni Jones, members of the central office leadership team, and approximately 120 members of the public.

Mr. Dwyer dedicated a moment of silence to honor Tomlinson teacher Ms. Barbara O'Brien. Also mentioned were the fathers of the First Selectman and the Town Attorney.

### *Student Recognition*

Mrs. Maxon-Kennelly recognized Odyssey of the Mind student participants. Odyssey of the Mind is a collaborative problem-solving activity led by parent volunteers. First place winners are invited to participate in the World Finals Competition in Michigan next month.

- North Stratfield School participants – recipients of the Jill Riggles Award for spontaneous problem solving.
- Stratfield School participants - Honorable Mention
- Sherman School participants - First Place (tied) and recipient of the Jill Riggles Award for spontaneous problem solving.
- McKinley School participants - First Place (tied)

### *Student Reports*

Ms. Behjati reported for Fairfield Ludlowe High School: Juniors had SAT testing on Wed.; a recent blood drive was successful; Best Buddy event was hosted by Ms. Kennedy; Ms. Bassett organized a visit with Senator Chris Murphy; the Ludlowe community is rallying around a senior student recently diagnosed with cancer.

Ms. Agrello reported for Fairfield Warde High School: A recent blood drive was a success with a record 71 donors; CAPT for 10<sup>th</sup> graders and SATs were held; Health classes participated in the 'Save-a-Life Tour' that simulated a texting-while-driving activity to show the dangers of this practice; students participated in the Senator Chris Murphy visit and appreciated the invitation; the jazz ensemble competed in Darien; town-wide band festival for grades 5-12 was held; community college fair was held; the winter sports season concluded with Girls Ski Co-op Team and Co-op Bowling winning state championships; college acceptances are continuing to arrive and students are looking forward to spring break.

### *Public Comment*

*Kelly Socol, York Road:* Requested clarification for McKinley's number of school days and the proposed last day of school. Disappointed in McKinley's communication to parents on several issues.

*Carol Waxman, Fairfield Beach Road:* Supports solar projects at high schools.

### *Presentations*

#### *Family/Consumer Science Curriculum Presentation*

Dr. Boice introduced Rachel Keleher, Vicki Hastings and Linda Mushala. Rachel Keleher is the department liaison and has led the team in curriculum revisions for Fashion and Textiles, Human Development and Culinary Arts. It has been 10 years since the last revision, and the team addressed the changes that have taken place including the new block schedule, technology and academic expectations. Current trends and innovations were researched.

- Culinary curriculum revisions focused on healthier eating, more content selection and increased skills-based performances.

- Human Development curriculum revisions include a realignment with educational requirements, academic expectations and recommendations at state and national levels; and updated formatting for clarity.
- Fashion and Design curriculum revisions include a realignment with educational requirements, academic expectations and recommendations at state and national levels; and realigned performance-based assessments.

The curriculum has clear and concise goals, district-wide alignment, observational formative assessments and performance-based summative assessments. Fairfield receives approximately \$60K from the Perkins grant, which is based on Fairfield's high scores on the NOCTI exam.

Mr. Dwyer was impressed with the presentation.

Mrs. Liu-McCormack said the presentation was great and acknowledged the program's excellent reputation.

Mrs. Maxon-Kennelly said it was a wonderful presentation. Liked the district-wide alignment and the skills flow-chart. What outreach takes place to attract non-typical students? How is the food allergy policy addressed? Ms. Keleher said the programs speak for themselves; the food programs generally have equal numbers of boys and girls. The middle schools are nut-free; the high schools have signage alerting that the room is not nut-free. Dr. Boice added that Ms. Keleher is aware of the possibility of new legislation and is already working on addressing that.

Mrs. Gerber thanked Ms. Hastings; both of her children enjoyed the Culinary Arts, particularly at the high school level, and said it is a wonderful program.

Ms. Karnal thanked the presenters and said her son has benefitted from the program.

Mr. Dwyer said the curriculum will be on the May agenda for adoption.

<i>Old Business</i>
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*Approval of the Racial Imbalance Timeline*

Mrs. Gerber moved, Mr. Calabrese seconded that the Board of Education approve the Racial Imbalance Benchmark Timeline as presented on March 16, 2017.

Mr. Dwyer noted that the Timeline begins on page 7; the plan has already been adopted by the Board. The CSBE requested an amendment to the original plan and requested the addition of benchmark planning items, found on pages 7-12. Dr. Jones added that changes were made as requested.

Mr. Llewellyn questioned Mr. Calabrese's eligibility to vote and said he was making a point of procedure; he supplied Board members with a letter from the Town HR department regarding Mr. Calabrese's position at the Parks & Recreation Department.

Mr. Dwyer said the item is not on the agenda and will not be considered.

Mr. Llewellyn and Mrs. Liu-McCormack said this is a point of order on the vote.

Mr. Dwyer ruled Mr. Llewellyn out of order.

Mr. Llewellyn challenged the ruling:

Mr. Llewellyn moved, Mrs. Liu-McCormack seconded to discuss whether the vote should continue without Mr. Calabrese recusing himself.

Mr. Llewellyn referenced a March 23 email from Mr. Hibson to Mr. Mayer, confirming Mr. Calabrese's appointment as Director of Parks and Rec., with the expectation that it would be finalized within the week. Mr. Llewellyn read from the Town Charter, section 2.1C, which he believed made Mr. Calabrese ineligible to be a member of the Board of Education.

Mr. Dwyer said Mr. Calabrese's appointment to Director of Parks and Rec has not yet been finalized. Until both parties have signed the letter, there is no official contract, the appointment is not official and he is not required to resign.

Mr. Llewellyn asked Mr. Dwyer who told him this.

Mrs. Liu-McCormack questioned the ethics of the Board Chairman on this issue.



Voting in favor of Mr. Dwyer's ruling on the point of order: Mrs. Gerber, Mr. Dwyer, Mr. Calabrese, Ms. Pytko,  
Mrs. Maxon-Kennelly

Voting in favor of Mr. Llewellyn's point of order: Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn

Mr. Dwyer apologized to Mr. Calabrese for the interruption

Ms. Karnal - what is the procedure when this becomes official? Board members should show respect for one another.

Mr. Dwyer continued the meeting and said further discussion on non-agenda items can be addressed after the meeting.

Mrs. Liu-McCormack said this is an important issue; there is a conflict of interest.

Mr. Dwyer said that Mrs. Liu-McCormack has not been recognized.

Mrs. Maxon-Kennelly - has central office received any public feedback on the Timeline? What are your impressions on the state delegation tour of McKinley? Dr. Jones said she has not received much feedback. The state delegation tour was helpful to understand the complexity and uniqueness of McKinley. The Commissioner was very impressed with what was going in the classroom and with the building itself.

Mrs. Liu-McCormack – She does take issue with the timeline. Why are redistricting and a magnet program placed later in the timeline. Why would we spend money on non-mandated populations such as PK and Open Choice, at the expense of our K-12 students? We may have to cut back on some of our core offerings. Why should our primary population suffer? Suggests re-ordering the timeline to study redistricting earlier. Redistricting seems to be the only option; it wouldn't be that complicated. We need to do what we have to do first. She can't understand why we reverse the order. We will spend millions of dollars more on these other concepts, and then maybe have to close a neighborhood school. She's all for the state coming around, but it's not here yet, but we're willing to spend millions of dollars when we don't have it. Open Choice costs more than the cash flow that is shown. Every child is no different from any other child. If we continue to expand to areas that aren't mandated we will get into a deeper pit. We share the same pocketbook and the same responsibility. Prioritize non-mandated programs after we do what we have to do first.

*Public Comment:*

*Suzanne Miska, Ryegate Road: Committees should be open to the public, not with just parents and staff but with all members of the public. BoE should have a town hall meeting on a Saturday morning for all of the public.*

Mrs. Liu-McCormack, Ms. Karnal and Mr. Llewellyn left the meeting at 9:00PM.

**Original Motion Passed: 5-0**

*(Mrs. Liu-McCormack, Ms. Karnal and Mr. Llewellyn were not present for the vote.)*

*Adoption of Policy 5145.15 – Students – Directory Information*

Mrs. Maxon-Kennelly moved, Mrs. Gerber seconded that the Board of Education adopt Policy 5145.15, Students – Directory Information.

Mrs. Maxon-Kennelly said PTAC will be discussing working with the IT department for a transfer of directory information to PTA's.

**Motion Passed: 5-0**

*(Mrs. Liu-McCormack, Ms. Karnal and Mr. Llewellyn were not present for the vote)*

*Adoption of Policy 6111, Instruction – Schedules – Student Calendar*

Mrs. Maxon-Kennelly moved, Mrs. Gerber seconded that the Board of Education adopt Policy 6111, Instruction – Schedules – Student Calendar.

**Motion Passed: 5-0**

*(Mrs. Liu-McCormack, Ms. Karnal and Mr. Llewellyn were not present for the vote)*

New Business
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*SAT Mindset Survey: "How Does Parent Mindset Influence Child Mathematical Experience?"*

Ms. Barba gave a brief background of her study and request to use online surveys and interviews to gather data. She is currently a doctoral student at Teachers College/Columbia University and is interested in parent mindset and influence on student mathematical experience.

Ms. Pytko – are we the only high schools involved in the survey? Are you looking for a percentage of the population? Ms. Barba said only Ludlowe and Warde students and parents will be surveyed and interviewed; this is a preliminary study and a selective participant pool.

Mrs. Maxon-Kennelly – Is this a Fairfield Public Schools form – it is very thorough. Will there be a presentation? Ms. Barba said the forms are from Columbia University, and she would be happy to present her findings to the Board.

Mr. Dwyer noted that this is being supervised by a doctoral dissertation committee and it is a volunteer effort on the part of students and parents. Ms. Barba said she would offer an hour of extra help as an incentive for participants.

Mrs. Maxon-Kennelly moved, Ms. Pytko seconded to add a voting item to the agenda.

*Public Comment:*

*Suzanne Miska, Ryegate Road:* Suggested surveying other students.

**Motion Passed: 5-0**

*(Mrs. Liu-McCormack, Ms. Karnal and Mr. Llewellyn were not present for the vote)*

Mrs. Maxon-Kennelly moved, Ms. Pytko seconded to approve the SAT Mindset Survey.

Mrs. Maxon-Kennelly

- How would you provide feedback? Ms. Barba said through the interview.
- Why only seniors? Ms. Barba said she needed students who have taken the SAT.

Ms. Pytko added that as an educator, she sees the value in the growth mindset.

**Motion Passed: 5-0**

*(Mrs. Liu-McCormack, Ms. Karnal and Mr. Llewellyn were not present for the vote)*

*Approval to amend the 2016-2017 Calendar for the Special Election Date of June 6, 2017*

Mrs. Gerber moved, Mr. Dwyer seconded that the Board of Education approve to amend the 2016-2017 school calendar per enclosure No 3.

Dr. Jones said the enclosed memo addresses the June 6 special election. At the recommendation of the Police Department, June 6 will be a Professional Development day and school will be closed for students. The other aspect of the memo includes the last day of school for students; McKinley students will have the last day on June 20, with the final 2 days as half-days; all other students' last day will be June 16, with the final 2 days being full days. An attempt to get a waiver for McKinley's 2-day loss earlier in the school-year was rejected by the state. This calendar ensures that students will have the required 180 days of instruction.

Mrs. Maxon-Kennelly

- Does not understand how 5 days can be made up with half days. Dr. Jones said this calendar keeps us at the required 180 days for all students.
- Could half-day early releases be used to make up some of the time lost for McKinley? Dr. Jones said no.

- Could McKinley have the school day and still remain a polling site on June 6? Dr. Jones said the Police Department has advised against it. Other options were considered, including a request to move the polling date to a Saturday.

Mr. Dwyer added that a judge set the polling date.

**Motion Passed: 4-1**

Favor: Mrs. Gerber, Mr. Dwyer, Mr. Calabrese, Ms. Pytko

Oppose: Mrs. Maxon-Kennelly

*(Mrs. Liu-McCormack, Ms. Karnal and Mr. Llewellyn were not present for the vote)*

Dr. Jones asked if the Board might be comfortable with a shortened day on Friday.

Mrs. Maxon-Kennelly said she would not be comfortable.

Mr. Dwyer mentioned that if more discussion on shortened-day decisions is of interest to the Board, it could be a future agenda topic.

*Establish Date and Time of Fairfield Ludlowe High School and Fairfield Warde High School Graduation*

Mrs. Gerber moved, Ms. Pytko seconded that the Board of Education establish Thursday, June 15, 2017 at 6:00 p.m. as the date and time of graduation for Fairfield Ludlowe High School and Fairfield Warde High School.

Mrs. Maxon-Kennelly said her vote on this item is yielding to the will of the Board.

**Motion Passed: 5-0**

*(Mrs. Liu-McCormack, Ms. Karnal and Mr. Llewellyn were not present for the vote)*

*Acceptance of Riverfield Project No. 051-0125 EA*

Mrs. Maxon-Kennelly moved, Mrs. Gerber seconded that the Board of Education accept Riverfield Project No. 051-0125 EA as complete.

Mr. Dwyer said this is standard operating business.

Mrs. Maxon-Kennelly thanked all the committee members and staff that were a part of this project.

**Motion Passed: 5-0**

*(Mrs. Liu-McCormack, Ms. Karnal and Mr. Llewellyn were not present for the vote)*

*Approval of Tomlinson Partial Re-Roofing Project Ed-Specs*

Mrs. Gerber moved, Mrs. Maxon-Kennelly seconded that the Board of Education approve the Tomlinson Middle School Partial Re-Roofing Project Ed-Specs.

**Motion Passed: 5-0**

*(Mrs. Liu-McCormack, Ms. Karnal and Mr. Llewellyn were not present for the vote)*

*First Reading of Solar Carport Project Proposal at Fairfield Ludlowe High and Fairfield Warde*

Mr. Thompson, Chairman of Fairfield's Clean Energy Task Force, presented a proposal for solar carports at Fairfield Ludlowe and Fairfield Warde High Schools. The project would operate on a Power Purchase Agreement (PPA). The solar power facility would be designed, financed, constructed, operated, insured and maintained by Skyview. In turn, the Town agrees to purchase the solar power; the price would be fixed for 20 years and is less than what the Town currently pays. Together with the solar panels on the roofs, this will eventually make approximately 2/3 of the power at the high schools. If approved, construction can begin this summer.

Outreach to the community has taken place via flyers, meetings, websites and meeting with neighbors. The project has been approved by the Fairfield Police and Fire Departments, as well as by the Dept. of Public Works and the school transportation manager.

Mr. Dwyer

- What happens after BOE approval? Mr. Thompson said BOE acceptance is required for the PPA rates and the concept designs. Zoning review has been initiated with the Town; BOS approval is required for the PPA agreement.
- The BOE doesn't typically approve rates. Mr. Morabito clarified that the BOE would not be approving the rates, rather, the concept. Mr. Thompson deferred to Mr. Morabito.

Mrs. Gerber – thanked Mr. Thompson for the presentation. Concerned about student drivers hitting the structure and parents' awareness of the structure. Mr. Thompson said the vendor will be installing pads around the columns. He will continue to work to inform the school community.

Mr. Calabrese supports the project – where will the lights be? Mr. Thompson said carports will have LED timer controlled lighting.

Mrs. Maxon-Kennelly

- Noted that question 22 on the FAQ list addressed Mrs. Gerber's concerns and said the Town and schools are not on the hook financially for this structure.
- Did the color of the panels change? Mr. Thompson said the steel frame will be painted to match the school exterior.
- How can this get through the Town bodies in time? Mr. Thompson said if this is approved at the BOE's May 9 meeting, it will move forward to the BOS on May 17. It has already been submitted to the Town Planning and Zoning for review – but not yet sure of that timing.
- How can this move ahead when Ludlowe's parking lot paving was cut from the budget? Mr. Thompson said there is no impact.
- FAQ 16 – appreciated that the BOE amended language is included. Mr. Thompson said an EV charging permit fee could be added to recoup some of the cost if needed. That had been the BOF objection.
- Is this something that we can officially start factoring into the budget? Dr. Jones said this can't be factored in until complete. Mr. Cullen agreed and said there is much to be done before the system goes live. Mr. Thompson said page 26 and 34 show the savings.
- What is the go-live date? Mr. Mohab from Skyview said construction should be complete by the end of August; the go-live date should occur prior to the end of September.
- Given that, requested preliminary numbers to be provided for budget discussions. Mr. Cullen said he could do that.

Ms. Pytko was happy that the school headmasters were included in the conversation as it relates to security. Mr. Thompson thanked Mr. Hatzis for his input and wisdom; the design was changed due to his insight.

Mrs. Gerber mentioned the summer windows installation. Mr. Morabito said Gilbane is aware of this project.

Mr. Dwyer said the windows project has been in the works a long time and nothing should impact it.

*First Reading of Policies*

*6162.3, Instruction – Instructional Resources – Instructional Resources for Teachers*

*6163.31, Instruction – Curriculum – Basic Instructional Program – Dissection of Animals in the Classroom*

Mrs. Maxon-Kennelly welcomed Board questions and comments.

<i>Approval of Minutes</i>
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*Approval of the Minutes of the March 16, 2017 Special Meeting*

Mrs. Gerber moved, Mrs. Maxon-Kennelly seconded that the Board of Education approve the Minutes of the Special Meeting of March 16, 2017.

**Motion Passed: 5-0**

*(Mrs. Liu-McCormack, Ms. Karnal and Mr. Llewellyn were not present for the vote)*

### *Superintendent's Report*

Dr. Jones congratulated the middle schools on their performances last week, as well as McKinley's version of Charlotte's Web. The Dwight PTA meeting was well attended; many questions addressed the town discussion on structural change. We will send out clarification on the calendar change. Thank you to the Family/Consumer Science team for the wonderful presentation.

Regarding the budget, the BOF and BOS voted to restore the \$2M, therefore the original reduction of \$2.33M has all been restored with the exception of the \$33K. Still watching the excess cost and special education component; those are big numbers and won't be final until the June/July timeframe. Will have to be very conservative going into next year and will be following the state very closely.

Mr. Dwyer added that the BOF decided to add to the contingency fund in the event the legislators move a portion of the pension payment to Fairfield. Once the state budget settles, the First Selectman would be in a position to recommend to the BOF to spend contingency dollars. Despite the good news regarding the \$2M restoration, we still have to cut \$2.35M which is not an easy task in a tight budget.

Mrs. Maxon-Kennelly said the RTM vote is the final hurdle and asked about the RTM meeting. Dr. Jones said she attended last night's meeting; the RTM has watched BOF and BOS meetings where the BOE budget was presented and discussed, and so the group was prepared to hear an update. As a result, there weren't many questions.

### *Committee/Liaison Reports*

Ms. Pytko said the SEPTA fundraiser was a wonderful event and she thanked the participants and staff.

Mrs. Maxon-Kennelly mentioned that the PTAC will soon be accepting nominations for awards named for Brian Fagan, Alis B. McGrath, Deanna O'Kiernan and Patricia Ford Money.

### *Open Board Comment*

Ms. Pytko said she attended the town-wide band concert at the high school and it was beautiful. She appreciated the invitations for the TMS and McKinley performances, but was unable to attend.

Mr. Dwyer encouraged staff to invite Board members to everything.

### *Public Comment*

Mary Hogue, Stonewall Lane: Supports solar project and thanked staff for being thorough and engaged.

Mr. Dwyer noted the next meetings on April 25 will be a self-evaluation and a town-hall style. He clarified that the self-evaluation is at 6:00 pm and the town-hall meeting will be at 7:00pm.

### *Adjournment*

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

### **Motion Passed: 5-0**

*(Mrs. Liu-McCormack, Ms. Karnal and Mr. Llewellyn were not present for the vote)*

Meeting adjourned at 10:17PM

*Jessica Gerber  
Fairfield Board of Education  
Secretary*



DRAFT

**Special Meeting Notes  
Fairfield BoE; April 25, 2017**

**Call to order of the Special Meeting of the Board of Education and Roll Call**

Chairman Philip Dwyer called the Special meeting to order at 6:10PM. Present were members Jessica Gerber, Philip Dwyer, Trisha Pytko, Jennifer Maxon-Kennelly, John Llewellyn (arrived 6:25PM) and Donna Karnal. Eileen Liu-McCormack and Marc Patten were absent. Also present was FPS Superintendent Dr. Toni Jones.

**Board Self-Evaluation**

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion "that the Board of Education hereby moves to enter into Executive Session in accordance with Connecticut General Statute CGS 1-200(6A) to discuss the Board's self-evaluation." Motion passed 5-0 (Mr. Llewellyn was not present for this vote). The Board went into Executive Session at 6:10PM.

The Board came out of Executive Session at 6:38PM.

**Adjournment**

All Board members voted to adjourn, motion passed 6-0. Meeting adjourned at 6:38PM.

DRAFT

**Special Meeting Minutes  
Fairfield BoE; April 25, 2017**

**Call to order of the Special Meeting of the Board of Education and Roll Call**

Chairman Philip Dwyer called the Special meeting to order at 7:05PM. Present were members Eileen Liu-McCormack (arrived 8:35PM), Donna Karnal, Jessica Gerber, Philip Dwyer, Trisha Pytko, Jennifer Maxon-Kennelly and John Llewellyn. Marc Patten was absent. Others present were Superintendent Dr. Toni Jones and approximately 25 members of the public.

Mr. Dwyer thanked the public for attending and gave a brief background as to the history of the town hall meetings, which came out of the Communications subcommittee. He welcomed BoF Chairman Tom Flynn, who would act as moderator of the meeting, allowing Mr. Dwyer to participate more freely.

Mr. Flynn thanked the Board and members of the public. He explained the parameters of the meeting as to how the public would comment and how Board members would respond.

**Mary Hogue** 165 Stonewall Lane. Concerned about where things stand with the budget, especially as it pertains to what's happening at the state level, and how are we positioning ourselves to prepare for the long-term financial issues that we will be facing.

Ms. Karnal said that she wished she knew what was going to happen in 3-5 years. Town does the best they can do in keeping expenses down but we don't want to impact the education system and other services. Not sure what the latest is from the state.

Mr. Dwyer said that the legislature had basically taken the pension cost transfer off the table but the Board is still looking at a potential \$2.3 million reduction to their budget. Thanked state delegation for keeping us abreast of issues. RTM may vote the budget without knowing what the state budget is. We may be looking at a similar scenario in the coming years. There has been talk of structural changes, which we will have to examine, but we do need classrooms and teachers for our students regardless of what other changes take place.

Mrs. Gerber quoted the *CT Mirror* newspaper's coverage of the state budget situation, which is not very positive for now.

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Mrs. Maxon-Kennelly said we need to look to things that are going to provide long-term savings – like the proposed solar carports – which won't impact the school services.

Heather DiGrigorio looking at the hard budget cuts being proposed, noticed transportation consolidation and wondered if we are looking at consolidation of private school buses.

Mrs. Gerber said that this is a topic that has been discussed a lot at the Board table. Private school transportation can be difficult because the students are spread out all over. It's complex and Mr. Ficke is always working on it.

Mrs. Maxon-Kennelly said that there has been discussion about possibly changing ES start times to save transportation costs. Also want to push the idea of opting out of busing more – many parents don't use buses often it at all, so perhaps getting more opting out will reduce costs. There's new software for transportation so perhaps greater efficiencies can be found.

Mrs. Gerber said one bus reduced will save \$72,000.

Mr. Dwyer said that many parents drive their children to school every day even though we are required by law to provide transportation. Suggested one idea of having children walking to their elementary school and then being bused from there to their MS or HS.

Mr. Llewellyn said that this isn't just a private school issue; it is more of a universal issue as well. He's heard that this is a HS issue too.

Guy Gleysteen 165 Stonewall Lane. Suggested that the district look into opting in to transportation – might make planning better/easier. Asked about the process in benchmarking – how do you find ideas for cost savings.

Mr. Dwyer said that the district could not do opt in – it would go against state law. Regarding the process for cost savings ideas – we ask the staff to look for ways to improve savings. Also ask union groups, Board members. Board reviews ideas at the table, shares thoughts. We look to other districts, and others look to us.

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Ms. Pytko said that the budget is very lean. She understands the ramifications of all of the suggested cuts, and hopes there is another way.

Mr. Dwyer said that all of us want the best possible public education system, and that each town body works together.

Mr. Gleysteen asked if the Governor had the ability to increase the education cut.

Mr. Dwyer said that the Governor has some ability to freeze aspects of the budget, but the impact isn't huge.

**Frank Sahagian**, 20 Chelsea Street, and 8<sup>th</sup> grade teacher at FWMS. Was looking at the recent meeting minutes and would like to see more discussions regarding structural changes. The elephant in the room is declining enrollment. It's time to push back against the state re: McKinley racial imbalance. Our numbers don't support 11 elementary schools. Redistricting will easily solve racial imbalance. Middle schools will not have the ability to maintain team system, which is problematic for students and teachers. Would like to hear more about what we're going to do structurally.

Ms. Pytko said that the Board has discussed this at great length. Holland Hill is being remodeled, it doesn't seem feasible to do something until after that renovation. Our town is changing, more developments are being built.

Mr. Llewellyn said that redistricting needs to be discussed. It is the economic way to balance some of our problems. Perplexed why the Board wants to expand schools. Racial imbalance plan could be adjusted through a redistricting. There are 100s of empty seats in elementary.

Mrs. Maxon-Kennelly said that she respectfully disagrees. The Board has spoken to this topic openly many times. Has never heard a board member say no structural changes ever. This board hired a respected consulting firm to do a thorough examination of redistricting and the advice was to wait until at least Holland Hill. Doesn't believe we can just ship a couple of buses here and there to solve the problem. Shouldn't speak of this as an issue that is easily solved. We should build schools where children are.

Mr. Llewellyn said that we need an active discussion or more analysis. Until

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analysis is done we don't know. We are still bringing children in from out of town at some cost.

Mrs. Gerber said that we have done analysis. Milone & MacBroom gave redistricting scenarios. The Board has received a plan, but she believes that we need to wait until Holland Hill is done. Does agree that we should talk to the state on racial imbalance – our state reps and senator have reached out to the state BoE and Commissioner of Education about McKinley – maybe that will help,

Mr. Sahagian understands that this is not an easy process. We need to focus on this. Redistricting is inevitable. Let's not fall into the same traps and perpetuating the myths about the differences between the high schools. We should not have the elementary schools decide where children go to HS. Middle school should decide this, not elementary school. It's a perpetuation of the myth that Ludlowe is a better school than Warde.

Mr. Dwyer said that the district has held the idea that an elementary school should determine where a child goes to MS and HS, but perhaps the Board should look at another way of doing this.

Suzanne Miska, 123 Ryegate Road

Suggests that what's missing from the BoE is a Strategic Plan. Dr. Title chose to do a District Improvement Plan, but now that the town is doing a Strategic Plan, so maybe the school district should do that as well. Another issue is the BoE changing how they vote on items – usually they discuss an item at one meeting and then vote at the next meeting, but recently there have been two instances where they have discussed and voted in the same meeting. This isn't fair to the public. How do we go back to the old way.

Mrs. Maxon-Kennelly said that in general that is what we strive for. Sometimes there are worthwhile exceptions though she understands the public has an expectation. She respects the point, although she doesn't have an issue with the exceptions that have been made

Mr. Dwyer there have been very few times where the Board has done this, but the Board reserves some flexibility to make exceptions. He accepts the point that some members of the community may have issues and the Board needs to be careful.

Mrs. Miska asked that the public should be alerted that an item may be voted on instead of just discussed. Keeps hearing about community outreach; this is not that.

Ms. Karnal said that a few times the Board has voted more quickly because of tight deadlines.

Amy Mezoff 261 Robin Lane. Thanked the Board. Has come to many meetings and feels that the 70% of people who don't have kids in schools aren't kept informed about what is happening in the schools. Has lived in town for many years, respects education, but feels left out. Would like to see the Board consider how information is disseminated. There are many items on the district website that she can't access because she doesn't have a password. We are one town, we should all be part of a situation and shouldn't be kept separate because we don't have kids in the school system, is very interested in education.

Mr. Llewellyn said that we should have a standard protocol of how we notice meetings.

Mrs. Maxon-Kenelly questioned the 70% number, as there are people who will soon have children in school who are not included in the 30%. Said that there's very little on Infinite Campus that's for the general public. The website itself is quite comprehensive but is always helpful to hear from the public if certain things are difficult to find. We do have a standard protocol for announcing meetings. All meetings are announced on the town and BoE websites. Agrees that we can always make efforts to reach the public better.

Ms. Mezoff said she's talking about the school district in general. Understands security concerns. Has the sense there's a schism between people who don't have children in schools and those who do. There should be an exchange of information. Is concerned about every dollar taken away from the town that goes to the school system. Her mom worked in the school system, She didn't use to have sense of "them and us" but it exists now. Asks there be more inclusion of some kind. Parks & Rec program is geared primarily for kids in town, and not older people. There is pressure in town and there's a large group of people being ignored. Asks for more inclusion, we are one town, She has to reach in her pocket every time this Board makes a decision. There shouldn't be a sense of division. There might be people willing to help out and volunteer, There's a great wall between groups.



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Ms. Pytko has lived in this town for many years, has owned a home for over 5 years. Started going to all town body meetings and sees the issues past just the BoE. Board needs to be cognizant of taxpayers in decisions they make. Need to preserve our town, she doesn't take only the BoE perspective.

Mr. Llewellyn spoke to information that's disseminated versus information that needs to be sought. Should consider adding BoE info to town emails.

Mrs. Gerber said that BoE website has improved in terms of info provided. People can get a lot of info on schools and PTAs, just not directory info. Only need a password for certain info. Suggested reaching out to specific schools for info that can't be found.

Ms. Mezoff said that doesn't address divide between people with children in school and those who don't.

Sheila Marmion 214 Fairfield Woods Road. What do BoE members want to accomplish in next six months.

Ms. Karnal – children getting as much education as they can in a fiscally responsible way without cutting programs.

Mrs. Gerber – a lot will be determined by the budget. Also wants to focus on District Improvement Plan

Mr. Dwyer budget is number 1; number 2 is finding good candidates for BoE seats open in November

Ms. Pytko committed to district improvement plan and figuring out budget, also helping republicans campaign

Mrs. Maxon-Kennelly District Improvement Plan very important. Has been a tough year in many ways. Important that we do things comprehensively and thoughtfully. What are we improving, what should we set loose?

Mr. Llewellyn Would like to see district move towards greater partnership with their parents. We've drifted away from that, hope we go in the other direction. Parents should take more active role in their children's education.

**Jason Hyde** 85 Tahmore Court. Curious about demographics. If we have a budget shortfall that will continue over the years and the population is going down, doesn't that help reduce the budget shortfall.

**Mrs. Gerber** hard to say that the enrollment will decline enough to positively impact the enrollment, Have to be careful how much you reduce things when enrolment goes down. In the past when Fairfield has closed too many schools they spent a lot of money then reopening them. It's a tricky balancing act.

**Mr. Dwyer** we have 250 classroom sections, and if we lose 1 student per section that won't reduce the number of classes or teachers we need. Board divided on which direction to take. Some districts redistrict all the time, this town tries not to. Standards for the benefit of children sometimes cost money. We will go down but then will go back up again. Don't want to be shortsighted and close too many buildings.

**Gary Larkin** 134 Wilson Street. Son at Warde wants to know if the high schools will be consolidated in the next couple of years.

**Mr. Dwyer** said he doesn't think anyone on the BoE wants to go down to one HS. Doesn't see how either campus could handle 3000 students.

**Ms. Pytko** said that the additional magnet students would also add to the HS student population.

**Fred Stokeley** has two grandchildren moving from Brooklyn to Fairfield. He is a retired school superintendent. Asked about subcontracting maintenance and custodial. When he was Superintendent in Ridgewood, NJ they subcontracted to realize significant savings. Has also been through redistricting. Recommended not closing a school. It's not easy.

**Mrs. Maxon-Kennelly** welcomed a new perspective.

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### **Closing Remarks**

Mr. Dwyer thanked the public for coming out.

Mr. Llewellyn the Board has a lot of difficult decisions coming up, hope the public involvement continues

Mrs. Maxon-Kennelly said that public input is invaluable. We shouldn't rely on status quo. We can always do better.

Ms. Pytko thanked the public, and the town bodies.

Mr. Dwyer – USA is a strong country because of public education system. Members of BoE are advocates for the 10,000 students in town. He is in debt to the town for the education provided by the town.

Mrs. Gerber thanked the public and Mr. Flynn and all the town bodies. She said that she has supported the school system before her children were in school and will continue to support the schools after they are out. It's a difficult job, outreach is important. Need to have a diverse and vibrant community supporting schools.

Ms. Karnal thanked the public. Unfortunate that there has been a decrease in the size of the audience at meetings. Commended Mr. Flynn.

Mrs. Liu-McCormack looks forward to hearing the comments in the FairTV recording. We have a great school system and should always push to make it better. Thanked the public for attending.

### **Adjournment**

Ms. Pytko moved/Ms. Karnal seconded the recommended motion "that this Special Meeting of the Board of Education adjourn." Motion passed 7-0. Meeting adjourned at 8:45PM

*Jessica Gerber  
Fairfield Board of Education  
Secretary*