



Board of Education Regular Meeting Agenda
501 Kings Highway East, 2nd Floor Board Conference Room
November 28, 2017

Immediately following the Organizational Meeting

1. Call to Order of the Regular Meeting of the Board of Education and Roll Call
2. Pledge of Allegiance
3. Student Reports
Fairfield Ludlowe: Ms. Molly Baker, Ms. Isabella Schichter
Fairfield Warde: Mr. Ted Orben, Mr. Paul Rivera
4. Public Comment*
5. Presentation: 2016-2017 Student Data Report
Mr. Cummings, Chief Academic Officer
Mrs. Miner, Executive Director Innovation, Curriculum and Programs
Mr. Mancusi, Executive Director Special Education and Special Programs
Mr. Chiappetta, Director Secondary Literacy and Learning
Mrs. Khairallah, Director Elementary Literacy and Learning
Dr. Rasmussen, Director Secondary Math and Student Achievement
Mr. Wakeman, Director Elementary Math, Science and Enrichment
Mrs. Faggella, Director Secondary Science and STEAM
Dr. Pugliese, Director Social Studies and Student Centered Learning
6. Old Business
 - A. Approval of Osborn Hill Project 051-0126
Recommended Motion: "that the Board of Education accept Osborn Hill Project 051-0126 as complete"
 - B. Approval of 2018-2019 School Calendar, Dr. Jones
Recommended Motion: "that the Board of Education approve the 2018-2019 School Calendar as enclosed"
(Enclosure No. 1)
7. New Business
 - A. Approval of the Collective Bargaining Agreement between the Fairfield School Administrators Association and the Board of Education: July 1, 2018 through June 30, 2019
Recommended Motion: "that the Board of Education approve the Collective Bargaining Agreement between the Fairfield School Administrators Association and the Board of Education for the period July 1, 2018 through June 30, 2019"
 - B. First Quarter Financial Report, Mrs. Munsell
(Enclosure No. 2)
 - C. Discussion and Possible Action on Options for the Adhoc Committee on Operational Effectiveness:
 - Continue with Adhoc Committee without change to Commission Statement
 - Continue with Adhoc Committee and modify Commission Statement
 - Disband Adhoc Committee on Operational Effectiveness

8. Approval of Minutes

A. Approval of Regular Minutes of October 10, 2017

Recommended Motion: "that the Board of Education approve the minutes of the Regular Meeting of October 10, 2017"

(Enclosure No. 3)

B. Approval of Special Minutes of October 24, 2017

Recommended Motion: "that the Board of Education approve the minutes of the Special Meeting of October 24, 2017"

(Enclosure No. 4)

9. Superintendent's Report

A. Discussion of 2018-2019 Selected Budget Drivers, Dr. Jones

(Enclosure No. 5)

10. Committee/Liaison Reports

11. Open Board Comment

12. Public Comment*

13. Adjournment

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

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

CALENDAR OF EVENTS

December 12, 2017	Board of Education 7:30 PM	501 Kings Highway East 2 nd Floor Board Conference Room
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RELOCATION POLICY NOTICE

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



Toni Jones, Ed.D
Superintendent of Schools

Superintendent Memorandum

To: Fairfield Board of Education
From: Toni Jones
Date: November 17, 2017
Re: DRAFT 2018-2019 School Calendar, Revised 11/17/2017

Attached, please find the revised draft school calendar for 2018-2019. The Board of Education made several recommendations to the initial draft at the October 10, 2017 Board meeting. The recommendations and requests are addressed below:

1. Change the 3-day consecutive conference dates in October and March so that conferences are spread out over 2 weeks.

We surveyed families and teachers on preferences. While staff were almost equally split, the parents were 60% in favor of spreading it out over two weeks. We have adjusted October and March conference dates to reflect this.*

2. No early release for the high schools on the parent conference dates in October.

We have kept the early release days on October 10th and 11th at the request of the Headmasters. October 10 is PSAT testing day. Additionally, both high schools will be working with staff on these days to address NEASC. We did not maintain the high school early release day on October 18.

3. Move the May 28 full-day PD to May 24.

This is not possible, as May 24 is the final make-up date for AP exams

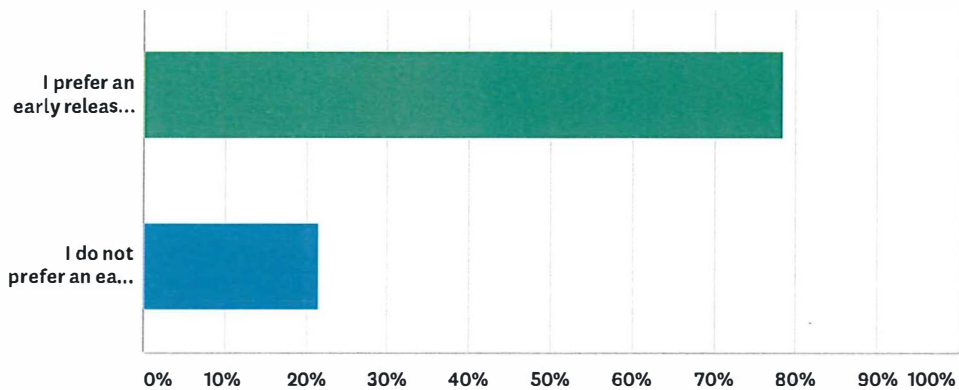
4. In May, do we need an early release on the 24th before Memorial Day?

This early release is a positive aspect of our calendar to support staff, students, and families towards our mission to be responsive to work-life balance, stress, and daily pressure. The month of May can be an intense month for students and staff due to high-stakes testing. It is also a travel weekend for many families. A survey on this question revealed that families supported the early release, with 73% of elementary families and 78% of secondary families expressing support (averaging 75%). Given this response, we have kept the early release in the calendar.*

**Survey responses are attached.*

Currently, the 2018-2019 proposed calendar has an early release afternoon before Winter Break and Thanksgiving Break. The proposed calendar also has an early release day on the Friday before the Memorial day weekend. **How do you feel about an early release on that Friday?**

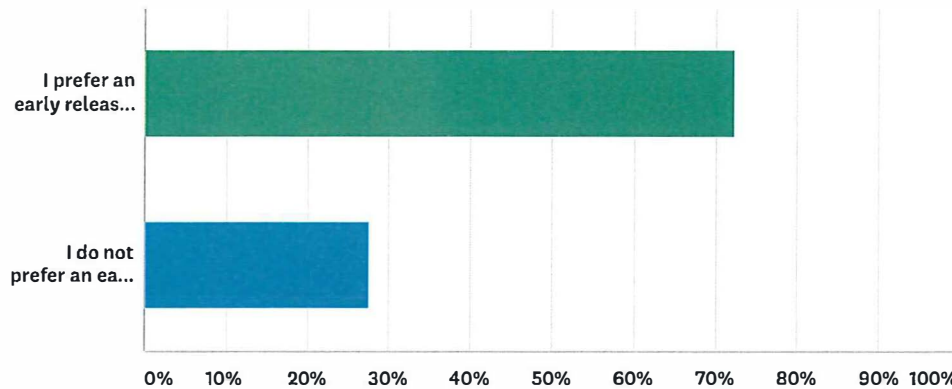
Answered: 1,063 Skipped: 0



ANSWER CHOICES	RESPONSES	
I prefer an early release on the Friday before Memorial Day weekend.	78.55%	835
I do not prefer an early release on the Friday before Memorial Day weekend.	21.45%	228
TOTAL		1,063

Currently, the proposed calendar has an early release afternoon before Winter Break and Thanksgiving Break. The proposed calendar also has an early release day on the Friday before the Memorial day weekend. **How do you feel about an early release on that Friday?**

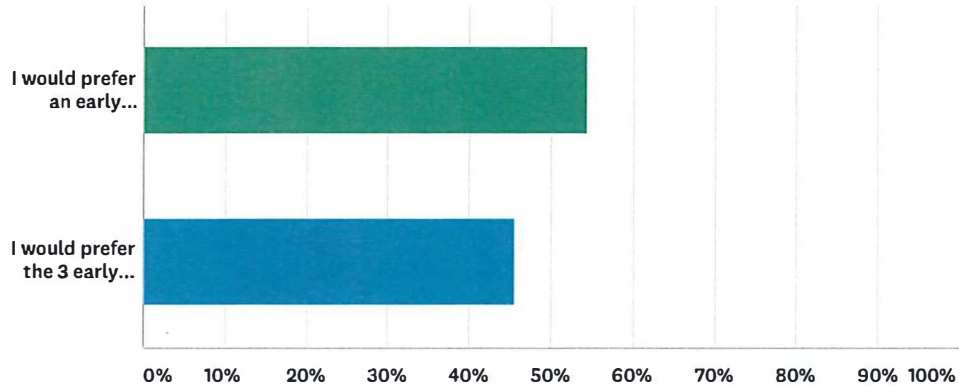
Answered: 2,544 Skipped: 5



ANSWER CHOICES	RESPONSES	
I prefer an early release on the Friday before Memorial Day weekend.	72.41%	1,842
I do not prefer an early release on the Friday before Memorial Day weekend.	27.59%	702
TOTAL		2,544

Early Release Days for Conferences: In order to offer two evening conferences dates and one afternoon conference date the calendar requires 3 early release dates in close proximity. We would like to hear from you to better understand what works best for our teachers. Conferences for K-8 are held in October, and then again in March.

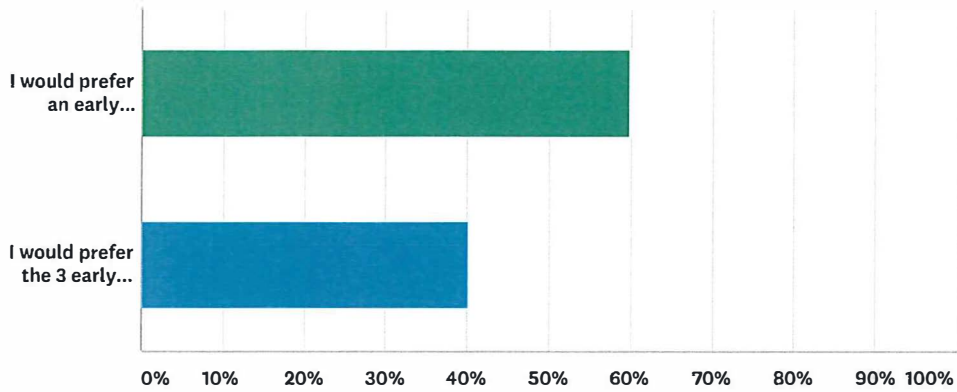
Answered: 335 Skipped: 0







ANSWER CHOICES	RESPONSES
I would prefer an early release on Wednesday, Thursday, and then again the following week on Thursday. *The first two dates are evening conferences	54.33% 182
I would prefer the 3 early release days consecutive in one week on Wednesday, Thursday, and Friday. *The first two dates are evening conferences	45.67% 153
TOTAL	335

Early Release Days for Conferences: In order to offer two evening conferences dates and one afternoon conference date the calendar requires 3 early release dates in close proximity. We would like to hear from you to better understand what works best for our families. Conferences for K-8 are held in October, and then again in March.

Answered: 2,525 Skipped: 24



ANSWER CHOICES	RESPONSES
I would prefer an early release on Wednesday, Thursday, and then again the following week on Thursday.	59.76% 1,509
I would prefer the 3 early release days consecutive in one week on Wednesday, Thursday, and Friday.	40.24% 1,016
TOTAL	2,525

 No School
 No School and Professional Development (PD) for Staff
 Early Dismissal
 Early Dismissal and PD

DRAFT 11/7/2017

Fairfield Public Schools
REVISED Student Calendar

182 INSTRUCTIONAL DAYS, 5 FULL DAY PD
 Veteran's Day, Feb 15 'Break'/May 28 PD/Last Day June 13

2018-2019 FPS Student Calendar

August 2018 (2)						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 27, 28, 29 – PD Days
 August 30 – First Day of School

December 2018 (15)						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

December 21 – Early Dismissal, PK-12
 December 24 - 31 – No School (Winter Break)

April 2019 (17)						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

April 15 - 19 – No School (Spring Break)

September 2018 (17)						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September 3 – No School (Labor Day)
 September 10 – No School (Rosh Hashanah)
 September 19 – No School (Yom Kippur)

January 2019 (21)						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 1 – No School (New Year's Day)
 January 18 – Early Dismissal PK-12 (PD)
 January 21 – No School (M.Luther King Day)

May 2019 (21)						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May 24 – Early Dismissal PK-12
 May 27 – No School (Memorial Day)
 May 28 – No School (All-Day PD)

October 2018 (23)						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October 10 – Early Dismissal PK-12(PSAT/Conf)
 October 11 – Early Dismissal PK-12(NEASC/Conf)
 October 18 – Early Dismissal PK-8 (Conf.)
 October 23 – Early Dismissal PK-12 (PD)

February 2019 (18)						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

February 14 – Early Dismissal PK-12 (PD)
 February 15 – No School (February Break)
 February 18 – No School (Presidents Day)

June 2019 (9)						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

June 13 – Last Day of School for Students
 and Early Dismissal PK-12

November 2018 (18)						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

November 6 – No School (All-Day PD)
 November 12 – No School (Veterans Day)
 November 21 – Early Dismissal PK-12
 November 22-23 – No School (Thanksgiving)

March 2019 (21)						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

March 12 – Early Dismissal, PK-12 (PD)
 March 20, 21, 28 - Elementary Early Dismissal PK-5
 (Conferences)

The first 8 snow days will extend the length of the school year and the date of high school graduation. Additional snow days will reduce the April Break beginning with the first Day, April 15.

Fairfield Public Schools

2017 – 2018

Quarterly Financial Report as of September 30, 2017

Summary

The first quarter of the 2017 – 2018 fiscal year was extraordinary with the lack of a state budget and the uncertainty of state municipal funding. In light of the uncertainty, \$2.3 million of the Board of Education budget was placed in reserve. A state budget was eventually signed on October 31, 2017, but the reserved funds have not been released. One million dollars of the reserve was identified for the residential costs of outplaced students previously paid by DDS (Department of Developmental Services). The Board's obligation in this matter is still unclear. In addition, special education and maintenance costs are unpredictable this early in the fiscal year; therefore, funds will remain in reserve until later in the year.

Approximately 77 % of our \$168,727,490 budget appropriation has been expended or encumbered in the first quarter. A sizable amount of contractual and/or fixed costs are not encumbered i.e., utilities, general repairs and maintenance, student activity salaries, part-time salaries, benefits and instructional materials. A description of each major expense category and its dynamics is provided below along with the key factors that impact account balances.

Personnel Services

Personnel services is the single largest budget classification at 64% of the budget or approximately \$107.3 million. This category includes contracted salaries, hourly wages, extra-curricular stipends and substitute pay. The largest balance in personnel services is part-time employment, primarily for substitutes and overtime which are paid as incurred and therefore are not encumbered. The other services balance will be encumbered as staff are hired for various extra-curricular activities throughout the year.

There is an increase of positions in staffing from 1488.25 FTE's to 1501.9 FTE's.

- 3.85 FTE's Teachers (3.5 special education .35 regular education)
- 7.9 FTE's Special Education Paraprofessionals
- 1.0 FTE Speech/Language Assistant
- .9 FTE Net increase in non-certified support staff

The addition of special education positions is the result of changes in special education student needs as specified in Individual Education Plans. Efficiencies were achieved with the consolidation of duties through attrition, resulting in the slight increase of non-certified support staff; however, costs are offset by a reduction in contracted services.

Fixed Charges

Approximately 15 % of the budget is allotted for employee benefits, which are categorized as fixed charges. As of 2016 – 2017, our health insurance expenses are premium based with the implementation of the CT Partnership 2.0 plan on July 1, 2016. The 2017 SEBAC agreement with the State of Connecticut is related to the CT Partnership 2.0 Plan we are enrolled in, and effective October 1, 2017, we opted to implement the agreed upon changes. There will be savings associated with these changes, but we do not have a forecast for the fiscal year at this time. The first quarter financial statements reflect our total town pension contribution for the fiscal year. 401(a) contributions will continue throughout the year based on the earnings of member employees. Social security and life insurance are also paid as incurred throughout the year.

Pupil Personnel Expenses

Special education costs, with the exception of salaries, transportation and capital, are included in this category. This classification of expenditures is the most volatile, as expenses are determined by the special needs of individual students and state excess cost reimbursement for qualifying expenses. Excess cost was ultimately funded in the state budget, but as mentioned previously, DDS residential costs are uncertain. The initial excess cost reimbursement, received in February, is based on anticipated costs filed by Pupil Services in December. The first quarter financial report indicates a negative balance of approximately \$1.8 million in pupil personnel expenses; however, excess cost reimbursement is expected to offset a large portion, if not all, of these costs. We will not have a more definitive number for excess cost reimbursement until December. The final status of this category is impossible to determine until much later in the fiscal year.

School Expenses

These expenditures support instruction and activities at the building level and include supplies, materials, textbooks, copying, sports and other activities. There is a balance of approximately 54 % in this category, which is reasonable with only one month of school activity in this quarter. 10 % of school allocations are on reserve and do not currently appear in this category.

Support Expenses

Support expenses normally include program implementation, centrally funded instructional programs, non-special education tuition and central support operations. However, for the 2017 – 2018 fiscal year, the \$2.3 million in reserves is also in this category. Prior to the start of the fiscal year, funds to be held in reserve were moved into this category and will not be available as originally budgeted until funds are released.

The reserve is in the Summary Object 307 “Other Services” segment in this category. Program implementation and instructional supplies/materials expenses are incurred in the same manner as school expenses. Professional / Technical, maintenance services (software/network maintenance), security and postage indirectly support school operations and are expended on a contractual or as-needed basis.

Maintenance/Operation/Transportation

Maintenance, operations and transportation accounts are in this category. A minimal amount of transportation encumbrances were processed within the first quarter due to considerable routing changes. Based on an efficiency study performed by First Student, we were able to eliminate two existing bus routes this year. In addition, we did not use an extra bus that was budgeted, resulting in cost avoidance. Total savings for regular transportation buses is approximately \$200,000. Also, space available for walkers was not honored until later in the fall when enrollment and routing stabilized and additional efficiencies could not be identified.

Approximately \$4.1 million is designated for utilities in this classification. Total utility costs are difficult to project accurately; consequently, they are paid as incurred rather than encumbered. Electric and heating rates were budgeted at the direction of the Town Purchasing Agent. Distribution and transportation charges for these utilities are not contracted, and remain variable, as is usage.

The budget of \$ 3.2 million for maintenance services is for preventative maintenance, repairs and major maintenance projects. Approximately \$900,000 in total is frozen /reserved from major maintenance projects and maintenance services on an equal basis. Maintenance projects are scheduled based on priority and accessibility to the buildings and/or grounds. Projects frozen in the reserve will be done during spring break or at the end of the school year, if fiscally possible. Other contractual services have been encumbered but general repair and maintenance accounts are expended as needed.

Capital

The capital budget totals nearly \$2.2 million, but that does not include approximately \$235,000 in technology capital which is in the reserve. Equipment purchases are processed throughout the year based on need.

Submitted: November 17, 2017

Doreen T. Munsell

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

10/5/2017 2:39:22 PM

Fairfield Public Schools
Fiscal Year 2017-2018

Major Classification Summary Object	Appropriation As Adopted	Spec Approp and Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrance	Outstanding Requisitions	Unencumbered Balance	% Used
Personnel Services								
101 TEACHING STAFF	\$73,135,450.00	(\$1,590,494.00)	\$71,544,956.00	\$8,546,538.44	\$62,998,409.71	\$0.00	\$7.85	100.00%
103 CERTIFIED SUPPORT STAFF	\$6,900,086.00	(\$48,181.00)	\$6,851,905.00	\$798,225.65	\$6,053,678.68	\$0.00	\$0.67	100.00%
105 SCHOOL ADMIN STAFF	\$6,136,412.00	(\$45,215.00)	\$6,091,197.00	\$1,626,183.00	\$4,465,016.64	\$0.00	(\$2.64)	100.00%
107 CENTRAL ADMINISTRATION STAFF	\$939,345.00	(\$196,904.00)	\$742,441.00	\$191,046.09	\$551,394.82	\$0.00	\$0.09	100.00%
109 DIRECTOR/SUPERVISOR/MGR	\$677,938.00	\$171,866.00	\$849,804.00	\$225,611.86	\$624,192.07	\$0.00	\$0.07	100.00%
111 SECRETARIAL/CLERICAL STAFF	\$3,420,454.00	(\$3,933.00)	\$3,416,521.00	\$702,817.48	\$2,713,704.08	\$0.00	(\$0.56)	100.00%
113 PARAPROFESSIONAL STAFF	\$3,421,767.00	\$12,962.00	\$3,434,729.00	\$445,111.41	\$2,989,583.99	\$0.00	\$33.60	100.00%
115 CUSTODIAN STAFF	\$3,958,379.00	(\$64,541.00)	\$3,893,838.00	\$1,050,035.29	\$2,843,806.76	\$0.00	(\$4.05)	100.00%
117 MAINTENANCE STAFF	\$1,001,612.00	(\$1,016.00)	\$1,000,596.00	\$263,948.14	\$736,646.74	\$0.00	\$1.12	100.00%
121 SUPPORT STAFF	\$2,387,162.00	\$170,694.00	\$2,557,856.00	\$616,551.57	\$1,941,304.75	\$0.00	(\$0.32)	100.00%
125 SE TRAINER STAFF	\$1,067,713.00	(\$29,885.00)	\$1,037,828.00	\$266,769.66	\$771,305.00	\$0.00	(\$246.66)	100.02%
129 PART-TIME EMPLOYMENT	\$2,813,085.00	\$0.00	\$2,813,085.00	\$667,788.52	\$162,063.33	\$0.00	\$1,983,233.15	29.50%
131 WAGE/BENEFIT RESERVE	\$1,092,069.00	(\$78,083.00)	\$1,013,986.00	\$0.00	\$0.00	\$0.00	\$1,013,986.00	0.00%
133 STAFF REPLACEMENT	(\$1,288,000.00)	\$1,821,363.00	\$533,363.00	\$0.00	\$0.00	\$0.00	\$533,363.00	0.00%
135 DEGREE CHANGES	\$238,883.00	(\$118,633.00)	\$120,250.00	\$0.00	\$0.00	\$0.00	\$120,250.00	0.00%
307 OTHER SERVICES	\$1,389,842.00	\$0.00	\$1,389,842.00	\$0.00	\$0.00	\$0.00	\$1,389,842.00	0.00%
Total for Personnel Services	107,292,197.00	\$0.00	107,292,197.00	\$15,400,627.11	\$86,851,106.57	\$0.00	\$5,040,463.32	95.30%
Fixed Charges								
201 HEALTH INSURANCE	\$21,237,869.00	\$0.00	\$21,237,869.00	\$6,061,915.77	\$0.00	\$0.00	\$15,175,953.23	28.54%
203 LIFE/DISABILITY INSURANCE	\$268,198.00	\$0.00	\$268,198.00	\$69,262.08	\$0.00	\$0.00	\$198,935.92	25.82%
205 SOCIAL SECURITY	\$2,366,437.00	\$0.00	\$2,366,437.00	\$439,435.47	\$0.00	\$0.00	\$1,927,001.53	18.57%
207 PENSION/RETIREMENT	\$2,157,359.00	\$0.00	\$2,157,359.00	\$2,121,845.01	\$0.00	\$0.00	\$35,513.99	98.35%
Total for Fixed Charges	\$26,029,863.00	\$0.00	\$26,029,863.00	\$8,692,458.33	\$0.00	\$0.00	\$17,337,404.67	33.39%
Pupil Personnel Expense								
301 INSTRUCTIONAL SERVICES	\$46,000.00	\$0.00	\$46,000.00	\$4,990.35	\$1,200.00	\$0.00	\$39,809.65	13.46%
303 PUPIL PERSONNEL SERVICES	\$2,155,277.00	\$0.00	\$2,155,277.00	\$525,188.10	\$1,223,706.00	\$0.00	\$406,382.90	81.14%
307 OTHER SERVICES	\$597,568.00	\$0.00	\$597,568.00	\$170,081.24	\$256,794.62	\$15,000.00	\$155,692.14	73.95%
315 RENTALS	\$24,962.00	\$0.00	\$24,962.00	\$15,345.00	\$0.00	\$0.00	\$9,617.00	61.47%
317 STUDENT TRANSPORTATION	\$183,190.00	\$0.00	\$183,190.00	\$0.00	\$0.00	\$0.00	\$183,190.00	0.00%
319 CONFERENCE & TRAVEL	\$174,629.00	\$0.00	\$174,629.00	\$5,551.89	\$157,453.33	\$0.00	\$11,623.78	93.34%
327 PRINTING/COPYING	\$6,800.00	\$0.00	\$6,800.00	\$914.08	\$2,586.88	\$0.00	\$3,299.04	51.48%
329 TUITION	\$4,655,361.00	\$0.00	\$4,655,361.00	\$2,677,395.76	\$4,740,172.90	\$0.00	(\$2,762,207.66)	159.33%
401 INSTRUCTIONAL SUPPL/MATLS	\$135,000.00	\$0.00	\$135,000.00	\$81,386.28	\$429.30	\$6,050.00	\$47,134.42	65.09%
404 SPLS, BKS, MATLS-DIST SUPPORT	\$55,500.00	\$0.00	\$55,500.00	\$3,667.79	\$4,428.37	\$0.00	\$47,403.84	14.59%
411 TEXTBOOKS	\$12,000.00	\$0.00	\$12,000.00	\$5,156.34	\$1,000.00	\$0.00	\$5,843.66	51.30%
415 OTHER SUPPLIES/MATERIALS	\$2,250.00	\$0.00	\$2,250.00	\$0.00	\$0.00	\$0.00	\$2,250.00	0.00%
601 DUES AND FEES	\$1,750.00	\$0.00	\$1,750.00	\$200.00	\$0.00	\$3.00	\$1,547.00	11.60%
Total for Pupil Personnel Expense	\$8,050,287.00	\$0.00	\$8,050,287.00	\$3,489,876.83	\$6,387,771.40	\$21,053.00	(\$1,848,414.23)	122.96%

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

10/5/2017 2:39:23 PM

Fairfield Public Schools
Fiscal Year 2017-2018

Major Classification Summary Object	Appropriation As Adopted	Spec Approp and Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrance	Outstanding Requisitions	Unencumbered Balance	% Used
School Expenses								
129 PART-TIME EMPLOYMENT	\$10,105.00	\$0.00	\$10,105.00	\$0.00	\$0.00	\$0.00	\$10,105.00	0.00%
301 INSTRUCTIONAL SERVICES	\$19,110.00	\$0.00	\$19,110.00	\$1,708.00	\$0.00	\$0.00	\$17,402.00	8.94%
307 OTHER SERVICES	\$62,425.00	\$0.00	\$62,425.00	\$171.00	\$0.00	\$0.00	\$62,254.00	0.27%
315 RENTALS	\$129,022.00	\$0.00	\$129,022.00	\$390.00	\$1,170.00	\$0.00	\$127,462.00	1.21%
317 STUDENT TRANSPORTATION	\$36,434.00	\$0.00	\$36,434.00	\$0.00	\$19,250.00	\$0.00	\$17,184.00	52.84%
319 CONFERENCE & TRAVEL	\$51,978.00	(\$400.00)	\$51,578.00	\$3,165.85	\$5,022.00	\$115.00	\$43,275.15	16.10%
327 PRINTING/COPYING	\$232,918.00	\$0.00	\$232,918.00	\$33,207.45	\$114,827.88	\$0.00	\$84,882.67	63.56%
400 SUPPLIES, BOOKS & MATERIALS	\$1,308,704.00	(\$612.00)	\$1,308,092.00	\$290,185.34	\$313,177.14	\$21,063.25	\$683,666.27	47.74%
402 INSTRUCTIONAL SPLS-DIST SUPPRT	\$40,000.00	(\$3,000.00)	\$37,000.00	\$2,768.05	\$18,299.89	\$1.00	\$15,931.06	56.94%
409 STUDENT ACTIVITY EXPENSES	\$552,422.00	\$0.00	\$552,422.00	\$58,349.70	\$234,318.38	\$1,128.63	\$258,625.29	53.18%
415 OTHER SUPPLIES/MATERIALS	\$14,370.00	\$612.00	\$14,982.00	\$2,581.21	\$4,018.48	\$327.00	\$8,055.31	46.23%
601 DUES AND FEES	\$23,745.00	\$400.00	\$24,145.00	\$20,239.99	\$0.00	\$0.00	\$3,905.01	83.83%
Total for School Expenses	\$2,481,233.00	(\$3,000.00)	\$2,478,233.00	\$412,766.59	\$710,083.77	\$22,634.88	\$1,332,747.76	46.22%
Support Expenses								
301 INSTRUCTIONAL SERVICES	\$176,359.00	\$0.00	\$176,359.00	\$124,929.25	\$9,465.00	\$0.00	\$41,964.75	76.20%
305 PROFESSIONAL/TECHNICAL SVCS	\$720,142.00	\$0.00	\$720,142.00	\$86,704.33	\$8,357.02	\$0.00	\$625,080.65	13.20%
307 OTHER SERVICES	\$2,400,947.00	\$1,633.00	\$2,402,580.00	\$21,462.36	\$0.00	\$0.00	\$2,381,117.64	0.89%
309 SECURITY SVCS/EXPENSES	\$175,000.00	\$0.00	\$175,000.00	(\$10,022.68)	\$132,382.79	\$10,000.00	\$42,639.89	75.63%
313 MAINTENANCE SERVICES	\$855,445.00	\$0.00	\$855,445.00	\$630,644.70	\$71,360.55	\$0.00	\$153,439.75	82.06%
319 CONFERENCE & TRAVEL	\$48,900.00	\$0.00	\$48,900.00	\$3,688.40	\$40,415.01	\$0.00	\$4,796.59	90.19%
321 PROFESSIONAL DEVELOPMENT	\$337,191.00	\$37,008.00	\$374,199.00	\$81,097.74	\$71,984.60	\$2,790.00	\$218,326.66	41.65%
323 POSTAGE	\$72,824.00	\$0.00	\$72,824.00	\$24,286.55	\$15,408.45	\$0.00	\$33,129.00	54.51%
325 PERSONNEL/RECRUITMENT EXP	\$18,000.00	(\$1,633.00)	\$16,367.00	\$1,035.00	\$150.00	\$0.00	\$15,182.00	7.24%
327 PRINTING/COPYING	\$65,350.00	\$3,000.00	\$68,350.00	\$13,570.93	\$14,514.89	\$0.00	\$40,264.18	41.09%
329 TUITION	\$592,606.00	\$0.00	\$592,606.00	\$0.00	\$0.00	\$0.00	\$592,606.00	0.00%
401 INSTRUCTIONAL SUPLS/MATLS	\$721,463.00	(\$37,008.00)	\$684,455.00	\$434,157.01	\$25,248.76	\$42,547.89	\$182,501.34	73.34%
403 OFFICE/GENERAL SUPPLIES	\$15,250.00	\$0.00	\$15,250.00	\$2,949.76	\$6,690.22	\$0.00	\$5,610.02	63.21%
411 TEXTBOOKS	\$1,052.00	\$0.00	\$1,052.00	\$0.00	\$0.00	\$0.00	\$1,052.00	0.00%
415 OTHER SUPPLIES/MATERIALS	\$148,465.00	(\$2,640.00)	\$145,825.00	\$4,835.56	\$8,121.76	\$468.00	\$132,399.68	9.21%
424 OTHER SUPPLIES	\$8,000.00	\$0.00	\$8,000.00	\$1,289.21	\$0.00	\$0.00	\$6,710.79	16.12%
601 DUES AND FEES	\$54,746.00	\$0.00	\$54,746.00	\$34,068.25	\$0.00	\$0.00	\$20,677.75	62.23%
Total for Support Expenses	\$6,411,740.00	\$360.00	\$6,412,100.00	\$1,454,696.37	\$404,099.05	\$55,805.89	\$4,497,498.69	29.86%
Maint/Oper/Trans								
305 PROFESSIONAL/TECHNICAL SVCS	\$25,000.00	\$50,000.00	\$75,000.00	\$11,725.00	\$39,050.00	\$0.00	\$24,225.00	67.70%
311 UTILITY SERVICES	\$4,161,314.00	\$2,640.00	\$4,163,954.00	\$929,441.18	\$311,714.78	\$0.00	\$2,922,798.04	29.81%
313 MAINTENANCE SERVICES	\$3,188,204.00	(\$50,000.00)	\$3,138,204.00	\$520,926.10	\$1,544,122.39	\$106,921.31	\$966,234.20	69.21%
317 STUDENT TRANSPORTATION	\$7,983,051.00	\$0.00	\$7,983,051.00	\$51,986.79	\$45,494.27	\$179,805.50	\$7,705,764.44	3.47%
319 CONFERENCE & TRAVEL	\$34,100.00	\$0.00	\$34,100.00	\$5,774.56	\$28,371.31	\$0.00	(\$45.87)	100.13%
321 PROFESSIONAL DEVELOPMENT	\$58,745.00	\$0.00	\$58,745.00	\$1,778.00	\$2,520.00	\$1,596.14	\$52,850.86	10.03%
424 OTHER SUPPLIES	\$315,211.00	\$0.00	\$315,211.00	\$29,145.43	\$102,314.57	\$1,188.00	\$182,563.00	42.08%
429 MAINTENANCE/REPAIR SUPPLIES	\$504,000.00	\$0.00	\$504,000.00	\$113,947.46	\$256,403.79	\$4,269.50	\$129,379.25	74.33%
Total for Maint/Oper/Trans	\$16,269,625.00	\$2,640.00	\$16,272,265.00	\$1,664,724.52	\$2,329,991.11	\$293,780.45	\$11,983,768.92	26.35%
Capital								
501 CAPITAL OUTLAY	\$458,029.00	\$0.00	\$458,029.00	\$21,045.03	\$7,786.02	\$21,603.13	\$407,594.82	11.01%
503 TECHNOLOGY	\$1,731,516.00	\$0.00	\$1,731,516.00	\$939,684.02	\$115,826.34	\$36,677.95	\$639,327.69	63.08%
Total for Capital	\$2,189,545.00	\$0.00	\$2,189,545.00	\$960,729.05	\$123,612.36	\$58,281.08	\$1,046,922.51	52.19%
Grand Total	168,724,490.00	\$0.00	168,724,490.00	\$32,075,878.80	\$96,806,664.26	\$451,555.30	\$39,390,391.64	76.65%

Statement of Account - Summary by Major Classification

10/5/2017 2:38:49 PM

Fairfield Public Schools Fiscal Year 2017-2018

Major Classification	Appropriation As Adopted	Spec Approp and Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrance	Outstanding Requisitions	Unencumbered Balance	% Used
Personnel Services	107,292,197.00	\$0.00	107,292,197.00	\$15,400,627.11	\$86,851,106.57	\$0.00	\$5,040,463.32	95.30%
Fixed Charges	\$26,029,863.00	\$0.00	\$26,029,863.00	\$8,692,458.33	\$0.00	\$0.00	\$17,337,404.67	33.39%
Pupil Personnel Expense	\$8,050,287.00	\$0.00	\$8,050,287.00	\$3,489,876.83	\$6,387,771.40	\$21,053.00	(\$1,848,414.23)	122.96%
School Expenses	\$2,481,233.00	(\$3,000.00)	\$2,478,233.00	\$412,766.59	\$710,083.77	\$22,634.88	\$1,332,747.76	46.22%
Support Expenses	\$6,411,740.00	\$360.00	\$6,412,100.00	\$1,454,696.37	\$404,099.05	\$55,805.89	\$4,497,498.69	29.86%
Maint/Oper/Trans	\$16,269,625.00	\$2,640.00	\$16,272,265.00	\$1,664,724.52	\$2,329,991.11	\$293,780.45	\$11,983,768.92	26.35%
Capital	\$2,189,545.00	\$0.00	\$2,189,545.00	\$960,729.05	\$123,612.36	\$58,281.08	\$1,046,922.51	52.19%
Grand Total	\$168,724,490.00	\$0.00	168,724,490.00	\$32,075,878.80	\$96,806,664.26	\$451,555.30	\$39,390,391.64	76.65%

**Regular Meeting Minutes
Fairfield BoE, October 10, 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 7:31PM. Present were members Eileen Liu-McCormack (arrived 7:33PM), Marc Patten (arrived 7:42PM), Donna Karnal (arrived 7:40PM), Jessica Gerber, Philip Dwyer, Trisha Pytko, Nick Aysseh, Jennifer Maxon-Kennelly and John Llewellyn. Others present were Superintendent Dr. Toni Jones, members of the central office leadership team, FLHS student reps Molly Baker and Isabella Schichter, FWHS student reps Ted Orben and Paul Rivera, and approximately 25 members of the public.

Student Reports

Ms. Baker and Ms. Schichter reported for FLHS: AP Govt. students coordinated a visit from Congressman Himes; the GIVE campaign is continuing; will host US Attorney for CT, Deirdre Daly, on October 19 and 20; students will attend BOE candidate forum; PSAT day for juniors and sophomores will take place while the freshmen attend a seminar on bullying; the music department held a simultaneous concert for all ensembles; the RAAFT club visited the Center for Family Justice to learn more about what the center offers families that are affected by domestic violence.

Mr. Orben and Mr. Rivera reported for FWHS: School spirit dress up days so far have included decades day, occupation day and TV/movie day; pink shirts are being sold on behalf of breast cancer awareness; many college representatives are visiting; athletic team participation has increased, as has attendance at games; Homecoming is this Saturday; the Learning Commons now has a recording studio; tennis courts are being reconstructed; solar panels were installed; looking forward to pep rally on Friday; PSATs will be administered to 10th and 11th graders.

Mrs. Maxon-Kennelly:

- Did Warde students attend the assembly with Jim Himes? The students said the assembly included Warde as well as schools outside of Fairfield such as Trumbull and Weston.
- Was there opportunity for students to have a dialogue? The students said yes, it was a forum.
- Mentioned that she will be asking for ideas on how to improve the post-graduate survey participation rate.
- Any sports updates? FWHS students said girls' soccer is doing well, boys' soccer has tied 4 games, the football team is having a very successful season thus far, cross country is doing well.

Mrs. Liu-McCormack: What types of questions did students ask at the Jim Himes assembly? The FLHS students said there were questions on DACA and Title IX.

Mr. Dwyer asked the students to feel free to share student perspectives on agenda items during Student Reports.

Old Business

Adoption of Policy 5113, Attendance/Excuses/Dismissal

Mrs. Maxon-Kennelly moved, Ms. Pytko seconded that the Board of Education adopt Policy 5113, Attendance/Excuses/Dismissal.

Motion Passed: 9-0

New Business

District Improvement Plan – Annual Update

Dr. Jones reviewed the 'Progress to Date' and highlighted:

1. Due to budget constraints, the district wasn't able to accomplish what was hoped with elementary World Language. This will be reviewed again this year.

DRAFT

2. Much work was done with Social Studies curriculum; Dr. Pugliese has been working with all levels, K-12; a direct benefit of the administrative realignment.
3. Successful transition programming work, including ECC, involved greater communication and cross-level teacher visits.
4. The HS Academic Expectations Rubric is a living document; staff continually reviews. The Capstone concept has been renamed Mastery-Based Assessment and graduation requirements have become more flexible with this – considering a number of things such as a project or a course.
5. Complimented Walter Fitzgerald staff for project-based learning work and transition to Chromebooks.
6. Hiring protocol is working well.
7. Expanded and enhanced mental health components. Currently reviewing Effective School Solutions data (for effectiveness) and staff is also participating in Dialectical Behavioral Therapy training.
8. Complimented Central Office staff with automation efforts and paperless workflow implementation.
9. The Racial Imbalance Plan is currently being reviewed by CSDE's technical assistance department.
10. Residency requirements have been tightened; considering next steps, including residency re-checks.

In reviewing the data charts, Dr. Jones highlighted the following, and noted that missing data will be addressed at the November meeting:

1. FWHS alumni survey data is valid; FLHS alumni survey data is invalid due to incorrect distribution.
2. Career and Tech-education enrollment has remained flat.
3. SAT scores remain strong.
4. Extra-curricular participation is an important area that the district is unable to compile electronically. This had previously been calculated by hand, raising questions of accuracy. Will work on getting accurate data for this measure.
5. The Physical Fitness Assessment shows strong scores.

When reviewing AP assessment charts, Dr. Jones recommended paying close attention to the percentage of students taking the assessment. Additional detail will be provided in November.

Mrs. Liu-McCormack:

- In Calculus AB – why the drop in a '5' test score from 2012 to 2017? Why the same trend in Calculus BC? Dr. Jones said the enrollment was not that different, but some students are choosing to not take the test. Open enrollment may also be a factor.
- Science shows a similar trend – is this what was expected? Dr. Jones said the goal is for all students to feel comfortable; we should be celebrating some of these numbers – the performance is strong.

Ms. Karnal:

- What does the Math SAT percentage on page 20 represent? Why is the target number set so much higher? Dr. Jones said she will look into the SAT percentage and believed the target numbers were set to reflect what the Board expected.
- On page 13, what was successfully utilized in the hiring process? Would like a breakdown of the process. Dr. Jones said Mrs. Leffert worked on this and she will follow up. Administrators have been more consistent in hiring and there is collaborative support.
- What is being done to work with teachers and substitutes? Dr. Jones referenced 17-19 on page 13 – supports are in place for teachers and administrators. Directors perform observations and give great feedback. There is no magic bullet for substitutes; it may be difficult to find a substitute for a high-level content class such as Physics.
- Can the substitute issue be included in the DIP? Mr. Dwyer said DIP changes can be discussed in November.
- Are new teachers mentored and observed and is it logged? Dr. Jones said yes.

Ms. Pytko:

- How does Naviance work with the middle school advisory program? Dr. Jones will follow up.
- Page 23 - Questioned the recommendation to do away with formative assessments as part of DIP reporting. How will this affect recommendation #4? Dr. Jones said performance – based assessments contain powerful data, but including them in the DIP takes staff time away from the classroom. Teachers use multiple data points within their school that do not need to be reported at the Board level.

Mrs. Maxon-Kennelly:

- Asked about incorporating the Capstone into the schedule and the timeline for new graduation requirements. Dr. Jones said the state has yet to define Capstone; could be a project or course. Mr. Cummings added that new graduation requirements will affect the class of 2023 – today's current 7th graders. The state has removed the specific reference to Capstone and it essentially becomes a list of experiential learning items.
- When will Fairfield begin work on graduation requirements? Mr. Cummings hopes to have a proposal to the Board by the end of the year.

Mr. Dwyer requested a November update on Fairfield's idea of Capstone, even if the state hasn't defined it.

Mrs. Maxon-Kennelly:

- Who heads up ELL and what work does this entail? Mr. Cummings said he, Ms. Miner, Ms. Khairallah and Mr. Chiappetta lead this work.
- Endorses elimination of minis for the non-AP Science courses.
- Why no outside-tuition students for WFC? Dr. Jones said there is no recruitment effort. She will be meeting with area Superintendents to discuss this item as well as other types of resource-sharing possibilities.
- Are Instructional Rounds only for administrators? Dr. Jones said each school operates differently in this area; district administrators are doing walk-throughs at various schools.
- What is the value of a high school principal doing a walk-through in an elementary? Dr. Jones said it has been valuable for administrators to see the vertical alignment; helps with PD development and administrator growth.
- Are the simplified School Improvement Plans complete and on the school websites? Dr. Jones said they are not all complete.
- #23 on page 14 – What level of PD is given to staff regarding STAR results? Mr. Cummings said SRBI has increased the use and understanding of STAR, but this is a continual process. The district has received training, the real work is defining how to react to the results.
- Would like the College Board reports broken down by high school.

Mr. Llewellyn:

- On page 16, #29 – What questions are the state addressing and what is the status of the Milone and MacBroom report? Dr. Jones said the state is reviewing calculations; the Milone and MacBroom presentation will take place on October 24.
- Electronic extra-curricular roster/sign-up should provide DIP data. Dr. Jones said this is not easily deciphered at this time – would like to work on getting the process automated.
- Believes CPM and group-based Math were introduced in 2012; the Calculus AB/BC Math trend may be a result of a change in teaching methodology.

Mr. Patten:

- Requested a list of 'teaching in the block' PD taken by teachers.
- Any issues with completing Science and Math curricula in the Block schedule? Dr. Jones said she has not heard one complaint; things must be going very well.
- When do workshops occur? Dr. Jones said PD can happen any time – Tuesdays and early releases are commonly used for PD, but it can also be an informal classroom observation.
- Is there a report on any teacher issues with the new schedule? Dr. Jones said she could administer a survey on this topic.

Mr. Dwyer: Felt the DIP tracked too much data and will consider this during its revision.

First Reading of Calendar, 2018-2019

Mr. Dwyer noted that the calendar was recently revised to include the observed Veterans Day as a holiday for staff and students.

Dr. Jones said this is similar to past calendars. Tried to strategically place early dismissals. The February 15 day was requested by staff and could be a morale booster.

Ms. Pytko said 3 early dismissals in a row in October and March is an inconvenience for parents and staff.

Mrs. Gerber questioned the early dismissal just prior to Memorial Day and the high school early dismissals in October. Understands the PSAT early dismissal but not the other 2 that are scheduled for the same dates as elementary/middle conference days. Dr. Jones said the high schools will be undergoing a NEASC review and could use those extra days.

Mr. Aysseh agrees with Ms. Pytko and Mrs. Gerber. Three early release days in a row is a burden on families. Would rather see the May 28 PD day moved to May 24. Dr. Jones said May 24 may be a make-up test day for AP.

Mrs. Maxon-Kennelly is not in favor of high school early release on October 11 and 12. Is also against early release on May 24. Questioned the number of snow days adding to the school year. Could possibly have an early release on SAT day. Mr. Ebling confirmed that there is typically no early release day for SAT day – only 11th graders take that test; when they are finished, the students return to class.

Ms. Pytko: Does this calendar align with the regional CES calendar? Dr. Jones said no, otherwise there would be school on the observed Veterans Day.

Mr. Dwyer asked all Board members to submit calendar proposals in advance of the next meeting; if revised, a new calendar will be distributed.

Mrs. Gerber requested that staff investigate switching the May 28 PD to May 24.

Mr. Patten: What is the reason for the May PD? Dr. Jones said that last year's June 6 PD was well received. It was productive as a reflective time after high stakes testing completion.

Budget Challenges

Mr. Dwyer asked Board members to comment on their own budget ideas.

Mr. Patten thanked Dr. Jones for doing more PD with little to no cost to the district.

Mrs. Maxon-Kennelly:

- Science is a priority; summer support should be there.
- Requests an analysis of the efficiencies that resulted from central office changes.
- Investigate content-specific PD – could possibly collaborate with other districts.
- Would like to understand more about the direction of the World Language program.

Dr. Jones said this will be a difficult budget year with many challenges; \$2.3M is still frozen. The budget prep manual will be distributed to the Board.

Approval of Minutes

Approval of Regular Minutes of September 26, 2017

Mrs. Gerber moved, Ms. Pytko seconded that the Board of Education approve the Minutes of the Regular Meeting of September 26, 2017.

Motion Passed: 7-2

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

Opposed: Mrs. Liu-McCormack and Mr. Llewellyn

Superintendent Report

Dr. Jones congratulated Osborn Hill for a great Diversity Week. The PTA was very instrumental in setting this up and it was well done. This is Pink-Out week and there are many activities across the district. The TMS gym is opening this week and the turf field will be ready very soon. Thanked all at TMS for their patience as this work was completed. The Sherman field is currently closed while DPW enhances it in time for spring. The walk-arounds have been wonderful; thanked the many teachers that opened their doors to show the great work that is happening.

Liaison Reports

Ms. Pytko reported for SEPTA, the next meeting is October 25th; YMCA representatives will speak about Special Olympics. The November 29 SEPTA meeting will feature Rehab Associates. The SEPTA teen social group will meet on October 27. The STORM Hockey program at Wonderland of Ice is geared towards children with developmental disabilities.

Mrs. Maxon-Kennelly reported for the PTAC. Over \$30K in grant money is available for PTA's.

Mrs. Gerber reported that the FLHSBC is meeting tomorrow. Believes a custodian negotiation settlement will be arrived at soon.

Mr. Patten reported that the Board of Health Meeting will take place next Monday at Town Hall.

Mr. Dwyer reported that that the first Adhoc Committee on Operational Effectiveness meeting will take place on October 12. Reiterated that committee membership will be data driven without hidden agendas. The committee will present recommendations to the BOE. Hoped that membership would be fashioned quicker; hopes to get full membership list on Thursday.

Mr. Aysseh: How many members so far and is there an agenda? Will there be an orientation?

Mr. Dwyer said there will be approximately 12 members and the agenda will be posted. The first meeting will include the orientation.

Open Board Comment

Mrs. Liu-McCormack said that since she may not be able to attend the October 24 meeting she wanted to remark on her 4-year term. She believes the ship is in good hands with Dr. Jones. Thanked voters and fellow Board members.

Public Comment

Mr. Smoler, FEA President: The volume of DIP data collection does impact instruction. Requested that time between January and April be maintained. Check whether half-days impact odd/even schedule.

Dabney Bowen, Verna Hill Road: Keep half days on Fridays for family travel.

Christine Vitale, Verna Hill Road: Concerned with half days and the odd/even schedule. SEPTA funding is available for diversity programs

Adjournment

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

Motion Passed: 9-0

Meeting adjourned at 9:25PM

Respectfully submitted by:
Jessica Gerber
Fairfield Board of Education
Secretary

Special Meeting Minutes
Joint Meeting: BOE and Adhoc Committee on Operational Effectiveness
Fairfield BoE, October 24, 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 Special Joint Meeting of the Board of Education and Adhoc Committee on Operational Effectiveness and Roll Call

Chairman Philip Dwyer called the special joint meeting to order at 7:35PM. Present were BoE members, Marc Patten, Donna Karnal, Jessica Gerber, Philip Dwyer, Trisha Pytko, Nick Aysseh, and Jennifer Maxon-Kennelly. Present from the Adhoc Committee for Operational Effectiveness were Chris Dewitt, Bill Gerber, Carolyn Trabuco, Frank Sahagian, Kevin Kiley and student representatives Caroline Donnelly and Zach McKay.

Others present were Superintendent Dr. Toni Jones, members of the central office leadership team and approximately 30 members of the public.

Mr. Dwyer reviewed the agenda for the unique meeting and noted that citizens may comment on the committee's work on the Fairfield Public Schools website.

Business Items

Presentation: Milone and MacBroom

Mr. Zuba and Mr. Gallagher, from Milone and MacBroom, presented "Elementary School Facilities and Scenario Planning." This included theoretical and operational capacity studies, enrollment trends and scenario planning. District-wide programs, space needs and class size (loading levels) for CLC, Pre-K, ECC Pre-K and District Behavior Need programs were accounted for.

Scenarios were tested using October 1, 2017 enrollment data – students were reassigned to hypothetical boundaries. Operational capacity was used, with the assumption that all portables are off-line. Noted which schools had available space to house CLC and PK classrooms. Utilized the new Holland Hill school capacity of 504 students.

Scenarios are not recommendations, but are informational exercises meant to help the BoE assess feasibility of different actions and quantify associated impacts.

Scenario A: Close Jennings School; redistrict Jennings to Burr, Stratfield, North Stratfield and McKinley. Results in several schools over 100% utilization; racial balance at McKinley and Holland Hill is at "impending." Does not address Sherman overcrowding, impacts middle school feeder pattern. May not be a sustainable long-term solution.

Scenario B: Close Dwight School; redistrict Dwight to Burr, Osborn Hill and North Stratfield. Results in several schools over 100% utilization; racial balance at McKinley over the K-5 district average. Students will have excess travel times, does not address Sherman overcrowding, impacts middle school feeder pattern.

Scenario C: Pocket re-district Sherman students to Holland Hill; feasible only after Holland Hill renovation is complete. Does not address racial imbalance at McKinley. Could be combined with other scenarios.

Scenario D: Jennings (grades K-2) and McKinley (grades 3-5) school pairing; essentially creates a combined Jennings/McKinley district. Feasible to achieve racial balance that is likely sustainable in the long-term. Creates additional transition for students and impacts middle school feeder pattern.

Scenario D2: Jennings (grades PK-1) and McKinley (grades 2-5) school pairing; ECC moves to Jennings; WFC moves to former ECC space. Feasible to achieve racial balance that is likely sustainable in the long-term. Creates additional transition for students and impacts middle school feeder pattern.

Scenario E: Pocket redistrict McKinley, Holland Hill and Stratfield. Reduces racial imbalance at McKinley but increases it at Holland Hill. Does not address overcrowding at Sherman; Holland Hill could accommodate 50—75 Sherman students, reducing racial imbalance.

Scenario F: Move 5th grade to the middle schools. Would require 37 fifth grade classrooms; not a feasible option based on current projected middle school enrollments.

Mrs. Gerber:

- School populations can change, and the scenarios are based on current enrollment. Mr. Zuba agreed; demographic data would have to be reviewed again at the time of redistricting.
- Were McKinley's smaller class sizes factored in? Mr. Gallagher said pairing scenarios were based on a 21-student class-size, which also affects the facility usage percentage.

Mr. Patten:

- Questioned scenario C, which seemed to overcompensate for Sherman's overcrowding. Mr. Gallagher said natural boundaries were considered. Projections for 2 scenarios will be developed at the committee's direction.
- Some scenarios can be combined with others; would that count as one scenario? Mr. Zuba said yes, combined scenarios would count as one scenario to be fully tested.
- Would like a cost scenario of moving ECC and WFC and educational ramifications; would like to hear from the Executive Director for Special Education.

Ms. Karnal:

- When are portables factored in? Mr. Gallagher said portables were not included in operational capacity.
- At the previous presentation, redistricting was not supported until Mill Hill was renovated. Mr. Zuba agreed; that presentation occurred before the Holland Hill renovation began and specifically addressed racial imbalance.
- Are projections tracked for accuracy? Mr. Zuba said yes; the biggest drivers being the economy and the housing market.

Mr. Dwyer said the community has generally not been in favor of pocket redistricting.

Mr. Gerber:

- Why are enrollment projections from the February 2016 presentation different from these projections? Numbers can change a lot; seems that a redistricting analysis would have to go beyond five years. If a school is closed, it may have to re-open at great cost. Mr. Zuba said the most accurate projections do not extend beyond five years.
- The grade 6 bump is worrisome. Mr. Zuba said grade 6 has always been a large class starting in KDG. Also, Fairfield has positive migration.
- What class size should be used for McKinley?
- What is the granularity of data? Mr. Gallagher said student address information drives each scenario. Also used are birth records and home sale data at address level.
- Any thought to how many private school students return to public schools? Mr. Zuba said there is some data on private schools, but CSDE is too short-staffed to provide this information. Could get a general percentage since it is a fairly stable number.

Mr. Dewitt:

- Had expected to see financial impact included with scenarios. Need a rough order of magnitude to move forward. Mr. Zuba said financial impacts are outside his scope of work.
- All schools are not 504's, but 504 ed spec was used for these scenarios. Mr. Zuba recognized that and added that this is the closest fit of information that exists for Fairfield.

- Does slide 10 assume that a school must be a 504 to meet the full-size classroom need for special education? Is this based on a scaled down version of a 504 school? Mr. Gallagher said assumptions were made at the instructional level.

Ms. Pytko: felt the D2 scenario would not work, as ECC enrollment typically increases as the year progresses and the CLC number may also change. The prospect of possibly providing PK to all students in future years makes this scenario unworkable. Mr. Gallagher said more PK classroom space could be reserved should projections increase.

Mr. Aysseh: How did Milone and MacBroom arrive at these scenarios? Did the district have input? Mr. Zuba said the district gave information regarding Sherman overcrowding, racial imbalance and construction. From that, a logical menu of options was presented.

Mr. Aysseh:

- How many times in the last eight years have you suggested scenarios that close schools and how many districts have actually closed schools? Mr. Zuba said a large part of their work since 2007/08 involves consolidation; it is not suggested, rather, projections have included school closings and districts have followed through. Can provide that information with pros and cons of that process.
- What was the original charge in hiring this firm? It is important for the committee to understand that Milone and MacBroom work is not free. Dr. Jones said it was to develop 10-year projections, research facility utilization using current ed specs, analyze unique program spaces, provide analysis of space available for general education across the district, examine grade reconfiguration and pocket re-districting, and examine renovation vs. expansion.

Finances are not within this scope of work.

Mr. Dwyer reiterated that scenarios are not recommendations, but factual information. The PowerPoint will be posted to the website.

Mrs. Maxon-Kennelly:

- This information contains statistics and facts and helps form the current conversation.
- On the initial page, does the Spanish office refer to ELL space requirements? Mr. Gallagher was not familiar enough with district resources to know if that referred to ELL space.
- Had hoped to see clear budget impacts – did anything suggest a budget impact? Mr. Zuba said that is beyond his expertise and scope.
- Other than D2, any other consideration of moving the Walter Fitzgerald Campus? Mr. Gallagher said no, but could look at other scenarios if so directed.
- How easy would it be to update this information, now that you have raw data? Mr. Zuba said that a similar report could be provided by plugging in new numbers. The intention for today was to start the conversation.
- What is the basis for using 21 as the class size across all 6 grades? Mr. Dwyer believes 21 was used as an average in the initial 2010 facility plan.

Ms. Trabuco:

- Is there a specific facility issue with smaller schools not having enough small spaces for support instruction, how acute a problem is that? Mr. Gallagher said these spaces can be re-engineered in older, smaller buildings like Jennings – larger classrooms are subdivided for support education.
- Can you speak more to the enrollment trough cycle? Are birth rates taken into account? Mr. Gallagher said yes, projections will be developed in the next few weeks. Mr. Zuba added that multiple data points are used in projections.
- Did you consider expanding Dwight instead of Mill Hill? Mr. Zuba said no, he wasn't sure if that was feasible; Mill Hill has already been looked at by engineers, so that option was kept.

Mr. Sahagian:

- Asked if KDG is the hardest number to predict. Mr. Gallagher said yes, the margin of error is lower once students are in the system.

- Why are school-closing scenarios presented given the rise in 2016 projections? Mr. Zuba said it would feed and fuel the conversation. He felt that it would be a good idea to show the possibility of closing a school, even if it didn't make sense in the end.

Mr. Kiley:

- Requested data on excel spreadsheets to help prioritize items having financial impact. Mr. Gallagher said he will provide that.
- Need to communicate serious ideas to Milone and MacBroom for further study.
- Operational efficiency should include Mill Hill portables; not sure when those will be eliminated.
- Would like a similar historical enrollment chart for the Town of Fairfield. Mrs. Gerber reviewed Fairfield enrollment data she had already collected, beginning with data from 1949. Fairfield's historical enrollment is very similar, peaking in 1970/71 and at its lowest in 1988/89. However, Fairfield's second peak occurred in 2012, a full 7 years after the state's second peak in 2004/05. Mr. Sahagian added that the 2012/13 budget archive shows a similar enrollment summary dating back to 1981/82.
- In scenario D – how long will racial balance be maintained in the high teens? Mr. Gallagher said enrollment projections do not include race or ethnicity so there is no data point to use; typically what has been done is to use past data to test feasibility and variation from year-year. The internal benchmark is set at 20%.
- How are trends determined? Mr. Gallagher said projections are based on underlying assumptions of housing. Regression models are tied to housing and economics.

Mr. Dwyer added that it may not be the best use of staff time to cost out each scenario; rather to cost out what the committee takes seriously.

Ms. Donnelly and Mr. McKay thanked the presenters.

The Board discussed a chart that reflected ideas on cost-effective measures. Dr. Jones added that the measures listed were not recommendations, rather ideas already present in the community. Some of the ideas on the list aren't viable, such as adjustments to the mandated teacher evaluation.

Mr. Dwyer asked the committee for input on the chart.

Mr. Dewitt said class size guidelines and policies should be reviewed, as well as how they are implemented.

Mrs. Trabuco

- Would like to understand the genesis of the House structure; asked that the term 'eliminate' be changed to 'review.'
- Recommended adding self-redistricting with transportation opt-out.
- Revisit transportation; compare distances for walkers with neighboring districts – some are longer than ours.
- Review Chromebooks vs. textbooks for certain classes.

Mrs. Gerber asked that Board members have access to the Prismatic audit and the 2 district responses.

Mr. Dwyer said it will be posted, if it isn't already.

Ms. Pytko : The option to close one high school should be moved to the 'not viable' column.

Mrs. Maxon-Kennelly: Corporate sponsorship for teams should be added.

Mr. Sahagian: Questioned whether the committee could determine which high school students would attend.

Mr. Dwyer: The Board determines feeder patterns; that should be added to the list.

Mr. Patten: A change to the feeder pattern is redistricting; suggested keeping the list simple.

The Board continued discussion on committee process.

Mr. Kiley: Remains unclear on the process – the list of ideas is extensive.

Mr. Dwyer: The committee will set the ground rules; additional members will join the committee following the elections.

Mr. Dewitt:

- Would like to get all meeting materials ahead of time.
- Cost-driven guidelines are different than other drivers; this needs to be discussed.
- Would like to see every comment from the public submitted on the website.
- Requested committee members state who they represent. Asked which members filled out an application.

Discussion on committee member representation continued:

Mr. Dwyer:

- The Commission Statement is clear; members represent themselves and can give perspective from the boards they serve on. Applications were not requested from members recommended by an entity; at-large member applications provide consistency. Ms. Trabuco and Mr. Sahagian did not fill out applications.
- Committee officers will be voted on the next meeting; is providing interim leadership until that time. The BOE By-laws state the Chairman makes appointments to the committee.

Mr. Aysseh: Felt misled; the Board voted to have membership that represented elected officials and the FEA. Why would individuals from the town bodies be chosen if they're not representing the bodies they are members of. Confirmed that officers will be installed at the next committee meeting.

Mr. Dwyer said he took issue with the word "misled" – he believed that there was a difference between someone having the perspective of the town body they belong to, versus representing that body.

Mr. Sahagian: Could not possibly represent all FEA teachers.

Mr. Dwyer said that for at large members of the committee they are asking applicants to fill out the application that people complete when they are applying for town commissions.

Ms. Pytko: Asked for clarification on membership, who is on the committee? Concerned about meeting the January deadline, the first charge of the committee. She voted for the idea that people from other town bodies were included as representatives from those bodies. Mr. Dwyer said the committee's purpose is long-term, but discussions may produce savings for next year. The committee may decide on the focus.

Mr. Aysseh: asked Ms. Trabuco who she represented and if she filled out an application. Ms. Trabuco said she was an at large member, and that she didn't fill out an application for this committee but she did when she joined the pension board. Mr. Aysseh asked that all non-BoE committee members fill out applications since they aren't representing the town bodies they are members of.

Ms. Karnal: Questioned the number serving on the committee. Mr. Dwyer said there are currently 11, the 12th member will be the Republican RTM member. There will be three additional at-large members, equaling 15.

Ms. Pytko said that in the last meeting they discussed meeting the January budget deadline, so she is concerned about how the committee will do this.

Mr. Dwyer believes this committee's purpose is to look for long term changes to costs in the district. But that's up to the committee. Ms. Pytko said she was confused because she thought Mr. Dwyer had stated that the committee should focus on short-term savings first. Mr. Dwyer reiterated that that was for the committee to decide.

Mr. Dewitt:

- Would be ill-advised to have newly elected BOE members on this committee. Mr. Dwyer added that newly elected BoE members will have a fresh outlook.
- Requested a list of the educators consulted by Mr. Sahagian. Mr. Dwyer said there is no requirement for committee members to divulge names of people they consult with.

Ms. Karnal remarked on her 4-year term. The district is in good hands and moving in the right direction.

DRAFT

10:50 PM - Motion to Adjourn: Mrs. Gerber

Second: Ms. Karnal

Approved: 12-0

Respectfully Submitted
Jessica Gerber
Fairfield Board of Education, Secretary



Toni Jones, Ed.D.
Superintendent of Schools

Superintendent Memorandum

To: Fairfield Board of Education
From: Toni Jones, Superintendent of Schools
Date: November 28, 2017
Re: Budget Focus Areas, 2018-2019

Expected Large Budget Focus Areas and Cost Estimates

1. Special Education

- a. High School Intensive Model at FLHS, FWHS, and WFC
Line item shift from contracted to salary. Enhance services with no financial implications.
\$0 *Line item shift \$600,000
- b. CLC-S Riverfield
New program to assist complex learners in elementary who have social and emotional service needs. \$215,000
- c. CLC TMS
New program at Tomlinson to establish a feeder pattern program at all three middle schools. \$200,000

2. Science, Grades 9-12

Next Generation Science Standards new courses and materials. \$500,000

3. Health Insurance

Current Estimated Increase: 7.5%, \$1,956,964

4. Transportation

Current Estimated Increase: 3-5%, \$250,000- \$413,878