

FAIRFIELD PUBLIC SCHOOLS

Board of Education Regular Meeting Agenda, **REVISED**
501 Kings Highway East, 2nd Floor Board Conference Room
THURSDAY January 25, 2018
7:30 PM

1. Call to Order of the Regular Meeting of the Board of Education and Roll Call
2. Pledge of Allegiance
3. Student Reports
Fairfield Ludlowe: Ms. Molly Baker, Ms. Isabella Schichter
Fairfield Warde: Mr. Ted Orben, Mr. Paul Rivera
4. Public Comment*
5. New Business
 - A. Adoption of a Recommended Budget for the 2018-2019 Fiscal Year
Recommended Motion: “that the Board of Education approve an operating budget for the 2018-2019 fiscal year in the amount of \$----- as presented, to be forwarded to the Town of Fairfield”
 - B. Second Quarter Financial Report, Mrs. Munsell
(Enclosure No. 1)
 - C. Discussion of Special Meetings for Facility Issues, Mrs. Vitale
 - D. First Reading of Amendment to Policy 9000: By Laws of the Board, Article II, Section 4, Committees
(Enclosure No. 2)
6. Approval of Minutes
 - A. Approval of Regular Minutes of January 9, 2018
Recommended Motion: “that the Board of Education approve the minutes of the Regular Meeting of January 9, 2018”
(Enclosure No. 3)
 - B. Approval of Special Minutes of January 9, 2018
Recommended Motion: “that the Board of Education approve the minutes of the Special Meeting of January 9, 2018”
(Enclosure No. 4)
7. Superintendent’s Report
8. Committee/Liaison Reports
9. Open Board Comment
10. Public Comment*
11. 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

February 13, 2018, Regular	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.

Fairfield Public Schools

2017 – 2018

Quarterly Financial Report as of December 31, 2017

Summary

As of December 31, 2017, Fairfield Public Schools total expenses at June 30, 2018 are expected to be within budget with the utilization of the \$2.3 million held in reserve. Of the total \$2.3 million reserved, \$2.2 million was set aside due to the uncertainty with special education funding for 17-18. The approved budget for select accounts was reduced by a predetermined reserve amount, and the funds were aggregated into a single reserve. The total \$2.3 million in reserve was placed in the Support Expense category under Summary Object 307 – Other Services. Consequently, the reserve amounts are no longer available for use as originally intended, unless a portion of the reserve is restored.

Although the excess cost reimbursement grant was fully funded, nearly \$2.0 million of the reserve is needed to cover increased special education costs. The remaining \$129,000 of the reserve will cover increased town pension costs as intended, and the residual \$200,000 will be released for maintenance projects in the spring.

As anticipated, there are projected savings in health insurance of approximately \$1 million due to SEBAC changes to the CT Partnership 2.0 plan as of October 1, 2017.

School expense balances, which are net of reserves, are available to the schools until the year-end deadline for purchases.

Approximately 90 % of our \$168,724,490 budget appropriation is expended or encumbered. Some fixed costs are not encumbered i.e., utilities, general repairs and maintenance, student activity salaries, and part-time salaries, but estimates are included in the attached projected expenses.

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 category does not reflect extra-curricular activity stipends for winter and spring sports.

FTE's have changed slightly since the first quarter report with the addition of a .2 Speech/Language Teacher at McKinley, and 1.0 Medicaid Coordinator added as the result of a new state mandate.

Fixed Charges

Slightly more than 15 % of the budget is allotted for employee benefits, which are categorized as fixed charges. 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 was a substantial decrease in premiums associated with the agreed upon changes, and we anticipate savings of approximately \$1 million in health insurance for the 2017 – 2018 fiscal year. The expenses reflected on the financial statement are through December 31, but only reflect three months at the lower rate.

The town pension payment is included in the financial report, however, district 401(a) contributions will continue as salaries are paid. Contributions for the 401(a) are projected to be minimally over budget. Social security, life and disability insurance will be paid throughout the year as incurred. Disability rates have increased this year and will be over budget.

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. The initial excess cost reimbursement, received in February, is based on anticipated costs filed by Pupil Services in December. The financial report shows a negative balance of approximately \$4.9 million in pupil personnel expenses; however, expenses are not offset by excess cost reimbursement until later in the year when the final payment is received in May. 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. The remaining balance is available to the schools until the year-end deadline for purchases.

Support Expenses

Program implementation, centrally funded instructional programs, non-special education tuition and central support operations are included here. 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.

Nearly \$450,000 of support expenses are included in the \$2.3 million reserve. The instructional office will fully expend the remaining balances.

Maintenance/Operation/Transportation

Maintenance, operations and transportation account for roughly 10 % of the total budget. Encumbrances for transportation are included in this report, but special education transportation is subject to change based on the needs of individual students.

Approximately 26 % of the budget in this category is budgeted for utilities, which are not encumbered and are paid as incurred. Electric generation rates are fixed, but transmission rates are variable and have increased. Because transmission rates and usage fluctuate, it is very difficult to project electric costs. Currently, electric is expected to be over budget by \$320,000. Heating costs are currently projected to be within budget, however, expenses have only been incurred through October/November.

The budget of \$ 3.2 million in Summary Object 313 maintenance services is for preventative maintenance, repairs and major maintenance projects. Maintenance projects totaling \$436,695 are part of the overall \$2.3 million reserve. Approximately half of the project reserves have been identified for release in the spring when projects can be completed.

Capital

The capital budget totals approximately \$2.2 million. \$235,460 in technology capital is included in the \$2.3 million reserve. In addition, capital equipment purchases are being deferred until later in the year when the final budget status is known. Equipment purchases directly related to instruction or that pose a safety hazard are the highest priority in making these purchases.

Submitted: January 25, 2018

Doreen T. Munsell

**FAIRFIELD PUBLIC SCHOOLS
PROJECTED EXPENSES ON JUNE 30, 2018**

		1	2
ACCOUNT		6/30/2018 Projected Balance as of 12/31/2017	Projected Allocation of Funds in Reserve at 12/31/17
UNDER BUDGET			
1	Personnel Services	\$ 59,677	
2	Wage & Benefit	\$ 75,590	
3	Copying/Printing/Office Supplies	\$ 7,090	
4	Health Insurance	\$ 1,007,231	
5	Tech Services/Maintenance/Infrastructure	\$ 112,800	
6	Extra Curricular Salaries	\$ 19,665	
7	Life Insurance	\$ 5,000	
8	Technology Software Supplies	\$ 91,284	
9	Tuition - Magnet Schools	\$ 130,843	
10	Utilities -		
11	Commercial Gas/Heat	\$ 28,050	
12	Water	\$ 5,665	
	<i>Projected Under Budget</i>	\$ 1,542,895	
	<i>Funds Held in Reserve</i>	\$ 2,379,317	
	<i>Total Funds Available</i>	\$ 3,922,212	
OVER BUDGET			
13	Maintenance Projects		
	<i>Portion of \$436,695 held in Reserve</i>	\$ (209,094)	\$ 209,094
14	Maintenance Services	\$ (35,121)	
15	FICA/MED	\$ (66,665)	
16	Transportation	\$ (126,952)	
17	Pension/401(a)	\$ (133,576)	\$ 129,000
18	Disablility Insurance	\$ (17,665)	
19	Operational Plant & Equipment	\$ (15,000)	
20	Special Education	\$ (1,926,226)	\$ 1,926,226
21	SPED Subs	\$ (4,476)	\$ 4,476
22	SPED Summer Sch/SPED Clerical Extras	\$ (60,181)	\$ 53,181
23	Electricity	\$ (320,025)	\$ 57,340
	<i>Projected Over Budget</i>	\$ (2,914,981)	
	<i>Net Projected Balance</i>	\$ 1,007,231	\$2,379,317 Total Reserve

**Statement of Account -
Summary by Major Classification
Fairfield Public Schools
Fiscal Year 2017-2018**

1/4/2018 4:13:19PM

Major Classification	Appropriation As Adopted	Spec Appr And Trans	Appropriation Amended	Total Expenditures	Outstanding Encumbrances	Outstanding Requisitions	Unencumbered Balance	% Used
Personnel Services	\$107,292,197.00	(\$1,425.00)	\$107,290,772.00	\$40,757,484.97	\$62,931,513.67	\$0.00	\$3,601,773.36	96.64%
Fixed Charges	\$26,029,863.00	\$0.00	\$26,029,863.00	\$14,469,270.20	\$0.00	\$0.00	\$11,560,592.80	55.59%
Pupil Personnel Expense	\$8,050,287.00	\$0.00	\$8,050,287.00	\$7,055,601.31	\$5,927,472.47	\$8,390.00	(\$4,941,176.78)	161.38%
School Expenses	\$2,481,233.00	(\$3,975.00)	\$2,477,258.00	\$975,494.94	\$689,489.25	\$21,500.91	\$790,772.90	68.08%
Support Expenses	\$6,411,740.00	\$2,760.00	\$6,414,500.00	\$2,383,673.57	\$894,470.84	\$1,275.60	\$3,135,079.99	51.13%
Maint/Oper/Trans	\$16,269,625.00	\$2,640.00	\$16,272,265.00	\$5,672,109.34	\$7,318,735.30	\$44,099.24	\$3,237,321.12	80.11%
Capital	\$2,189,545.00	\$0.00	\$2,189,545.00	\$1,061,346.20	\$134,067.63	\$57,453.64	\$936,677.53	57.22%
GRAND TOTAL	\$168,724,490.00	\$0.00	\$168,724,490.00	\$72,374,980.53	\$77,895,749.16	\$132,719.39	\$18,321,040.92	89.14%

**Statement of Account - Summary by
Major Classification and Summary Object
Fairfield Public Schools
Fiscal Year 2017-2018**

1/4/2018 4:19:18PM

Major Classification Summary Object	Appropriation As Adopted	Spec Appr And Trans	Appropriation Amended	Total Expenditures	Outstanding Encumbrances	Outstanding Requisitions	Unencumbered Balance	% Used
PERSONNEL SERVICES								
101-TEACHING STAFF	\$73,135,450.00	(\$1,565,433.00)	\$71,570,017.00	\$25,580,338.72	\$45,989,667.92	\$0.00	\$10.36	100.00%
103-CERTIFIED SUPPORT STAFF	\$6,900,086.00	(\$89,053.00)	\$6,811,033.00	\$2,434,829.86	\$4,376,202.56	\$0.00	\$0.58	100.00%
105-SCHOOL ADMIN STAFF	\$6,136,412.00	(\$42,257.00)	\$6,094,155.00	\$3,037,667.24	\$3,056,490.26	\$0.00	(\$2.50)	100.00%
107-CENTRAL ADMINISTRATION STAFF	\$939,345.00	(\$194,289.00)	\$745,056.00	\$365,786.35	\$379,270.06	\$0.00	(\$0.41)	100.00%
109-DIRECTOR/SUPERVISOR/MGR	\$677,938.00	\$178,405.00	\$856,343.00	\$424,263.50	\$432,078.84	\$0.00	\$0.66	100.00%
111-SECRETARIAL/CLERCL STAFF	\$3,420,454.00	(\$25,129.00)	\$3,395,325.00	\$1,502,745.95	\$1,892,579.50	\$0.00	(\$0.45)	100.00%
113-PARAPROFESSIONAL STAFF	\$3,421,767.00	(\$28,990.00)	\$3,392,777.00	\$1,323,569.98	\$2,069,125.68	\$0.00	\$81.34	100.00%
115-CUSTODIAN STAFF	\$3,958,379.00	(\$94,147.00)	\$3,864,232.00	\$1,936,325.93	\$1,927,920.60	\$0.00	(\$14.53)	100.00%
117-MAINTENANCE STAFF	\$1,001,612.00	(\$9,406.00)	\$992,206.00	\$496,361.94	\$495,842.88	\$0.00	\$1.18	100.00%
121-SUPPORT STAFF	\$2,387,162.00	\$165,183.00	\$2,552,345.00	\$1,218,106.28	\$1,334,238.84	\$0.00	(\$0.12)	100.00%
125-SE TRAINER STAFF	\$1,067,713.00	(\$7,601.00)	\$1,060,112.00	\$512,042.02	\$548,070.90	\$0.00	(\$0.92)	100.00%
129-PART-TIME EMPLOYMENT	\$2,813,085.00	(\$1,425.00)	\$2,811,660.00	\$1,426,419.28	\$195,982.71	\$0.00	\$1,189,258.01	57.70%
131-WAGE/BENEFIT RESERVE	\$1,092,069.00	(\$85,583.00)	\$1,006,486.00	\$27,836.96	\$0.00	\$0.00	\$978,649.04	2.77%
133-STAFF REPLACEMENT	(\$1,288,000.00)	\$1,947,847.00	\$659,847.00	\$0.00	\$0.00	\$0.00	\$659,847.00	0.00%
135-DEGREE CHANGES	\$238,883.00	(\$149,547.00)	\$89,336.00	\$0.00	\$0.00	\$0.00	\$89,336.00	0.00%
307-OTHER SERVICES	\$1,389,842.00	\$0.00	\$1,389,842.00	\$471,190.96	\$234,042.92	\$0.00	\$684,608.12	50.74%
TOTAL PERSONNEL SERVICES	\$107,292,197.00	(\$1,425.00)	\$107,290,772.00	\$40,757,484.97	\$62,931,513.67	\$0.00	\$3,601,773.36	96.64%
FIXED CHARGES								
201-HEALTH INSURANCE	\$21,237,869.00	\$0.00	\$21,237,869.00	\$11,134,523.67	\$0.00	\$0.00	\$10,103,345.33	52.43%
203-LIFE/DISABILITY INSURANCE	\$268,198.00	\$0.00	\$268,198.00	\$139,105.01	\$0.00	\$0.00	\$129,092.99	51.87%
205-SOCIAL SECURITY	\$2,366,437.00	\$0.00	\$2,366,437.00	\$1,029,278.33	\$0.00	\$0.00	\$1,337,158.67	43.49%
207-PENSION/RETIREMENT	\$2,157,359.00	\$0.00	\$2,157,359.00	\$2,166,363.19	\$0.00	\$0.00	(\$9,004.19)	100.42%
TOTAL FIXED CHARGES	\$26,029,863.00	\$0.00	\$26,029,863.00	\$14,469,270.20	\$0.00	\$0.00	\$11,560,592.80	55.59%
PUPIL PERSONNEL EXPENSE								
301-INSTRUCTIONAL SERVICES	\$46,000.00	\$0.00	\$46,000.00	\$12,658.58	\$450.00	\$0.00	\$32,891.42	28.50%
303-PUPIL PERSONNEL SERVICES	\$2,155,277.00	\$0.00	\$2,155,277.00	\$1,305,447.77	\$1,673,750.04	\$700.00	(\$824,620.81)	138.26%
307-OTHER SERVICES	\$597,568.00	\$0.00	\$597,568.00	\$420,463.03	\$355,075.97	\$0.00	(\$177,971.00)	129.78%
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	\$183,043.06	\$0.00	\$0.00	\$146.94	99.92%
319-CONFERENCE & TRAVEL	\$174,629.00	\$0.00	\$174,629.00	\$88,876.45	\$76,023.37	\$0.00	\$9,729.18	94.43%
327-PRINTING/COPYING	\$6,800.00	\$0.00	\$6,800.00	\$2,571.20	\$4,228.80	\$0.00	\$0.00	100.00%
329-TUITION	\$4,655,361.00	\$0.00	\$4,655,361.00	\$4,923,766.74	\$3,810,821.04	\$6,500.00	(\$4,085,726.78)	187.76%
401-INSTRUCTIONAL SUPLS/MATLS	\$135,000.00	\$0.00	\$135,000.00	\$85,217.07	\$2,901.16	\$1,190.00	\$45,691.77	66.15%
404-SPLS, BKS, MATLS-DIST SUPPORT	\$55,500.00	\$0.00	\$55,500.00	\$9,951.36	\$1,899.48	\$0.00	\$43,649.16	21.35%
411-TEXTBOOKS	\$12,000.00	\$0.00	\$12,000.00	\$7,405.41	\$2,322.61	\$0.00	\$2,271.98	81.07%
415-OTHER SUPPLIES/MATERIALS	\$2,250.00	\$0.00	\$2,250.00	\$655.64	\$0.00	\$0.00	\$1,594.36	29.14%
601-DUES AND FEES	\$1,750.00	\$0.00	\$1,750.00	\$200.00	\$0.00	\$0.00	\$1,550.00	11.43%
TOTAL PUPIL PERSONNEL EXPENSE	\$8,050,287.00	\$0.00	\$8,050,287.00	\$7,055,601.31	\$5,927,472.47	\$8,390.00	(\$4,941,176.78)	161.38%
SCHOOL EXPENSES								
129-PART-TIME EMPLOYMENT	\$10,105.00	\$230.00	\$10,335.00	\$3,578.59	\$0.00	\$0.00	\$6,756.41	34.63%
301-INSTRUCTIONAL SERVICES	\$19,110.00	\$0.00	\$19,110.00	\$7,716.93	\$0.00	\$0.00	\$11,393.07	40.38%
307-OTHER SERVICES	\$62,425.00	\$0.00	\$62,425.00	\$5,803.29	\$0.00	\$0.00	\$56,621.71	9.30%
315-RENTALS	\$129,022.00	\$0.00	\$129,022.00	\$5,280.00	\$3,080.00	\$0.00	\$120,662.00	6.48%
317-STUDENT TRANSPORTATION	\$36,434.00	\$0.00	\$36,434.00	\$7,202.14	\$20,781.86	\$0.00	\$8,450.00	76.81%
319-CONFERENCE & TRAVEL	\$51,978.00	(\$599.00)	\$51,379.00	\$10,556.62	\$5,828.00	\$449.99	\$34,544.39	32.77%
327-PRINTING/COPYING	\$232,918.00	\$8,771.00	\$241,689.00	\$74,152.14	\$165,206.50	\$0.00	\$2,330.36	99.04%
400-SUPPLIES, BOOKS & MATERIALS	\$1,308,704.00	(\$1,596.00)	\$1,307,108.00	\$628,847.12	\$291,480.03	\$16,583.64	\$370,197.21	71.68%
402-INSTRUCTIONAL SPLS-DIST SUPPRT	\$40,000.00	(\$14,171.00)	\$25,829.00	\$6,279.43	\$14,803.48	\$0.00	\$4,746.09	81.62%
409-STUDENT ACTIVITY EXPENSES	\$552,422.00	\$0.00	\$552,422.00	\$197,416.58	\$184,981.24	\$4,220.00	\$165,804.18	69.99%
415-OTHER SUPPLIES/MATERIALS	\$14,370.00	\$2,167.00	\$16,537.00	\$6,700.16	\$3,328.14	\$247.28	\$6,261.42	62.14%
601-DUES AND FEES	\$23,745.00	\$1,223.00	\$24,968.00	\$21,961.94	\$0.00	\$0.00	\$3,006.06	87.96%
TOTAL SCHOOL EXPENSES	\$2,481,233.00	(\$3,975.00)	\$2,477,258.00	\$975,494.94	\$689,489.25	\$21,500.91	\$790,772.90	68.08%

**Statement of Account - Summary by
Major Classification and Summary Object
Fairfield Public Schools
Fiscal Year 2017-2018**

1/4/2018 4:19:18PM

Major Classification Summary Object	Appropriation As Adopted	Spec Appr And Trans	Appropriation Amended	Total Expenditures	Outstanding Encumbrances	Outstanding Requisitions	Unencumbered Balance	% Used
SUPPORT EXPENSES								
301-INSTRUCTIONAL SERVICES	\$176,359.00	\$0.00	\$176,359.00	\$157,448.14	\$6,123.01	\$0.00	\$12,787.85	92.75%
305-PROFESSIONAL/TECHNICAL SVCS	\$720,142.00	\$2,400.00	\$722,542.00	\$318,159.15	\$324,373.21	\$0.00	\$80,009.64	88.93%
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	\$33,436.73	\$110,644.74	\$395.00	\$30,523.53	82.56%
313-MAINTENANCE SERVICES	\$855,445.00	\$0.00	\$855,445.00	\$664,306.60	\$151,023.31	\$0.00	\$40,115.09	95.31%
319-CONFERENCE & TRAVEL	\$48,900.00	\$0.00	\$48,900.00	\$10,742.67	\$36,044.36	\$0.00	\$2,112.97	95.68%
321-PROFESSIONAL DEVELOPMENT	\$337,191.00	\$42,735.00	\$379,926.00	\$183,781.30	\$49,345.42	\$580.00	\$146,219.28	61.51%
323-POSTAGE	\$72,824.00	\$0.00	\$72,824.00	\$47,387.14	\$12,307.86	\$0.00	\$13,129.00	81.97%
325-PERSONNEL/RECRUITMENT EXP	\$18,000.00	(\$4,633.00)	\$13,367.00	\$1,495.14	\$104.01	\$0.00	\$11,767.85	11.96%
327-PRINTING/COPYING	\$65,350.00	\$3,000.00	\$68,350.00	\$26,521.68	\$39,910.72	\$0.00	\$1,917.60	97.19%
329-TUITION	\$592,606.00	\$0.00	\$592,606.00	\$338,978.90	\$122,784.00	\$0.00	\$130,843.10	77.92%
401-INSTRUCTIONAL SUPPLS/MATLS	\$721,463.00	(\$39,735.00)	\$681,728.00	\$525,868.41	\$24,892.41	\$153.96	\$130,813.22	80.81%
403-OFFICE/GENERAL SUPPLIES	\$15,250.00	\$0.00	\$15,250.00	\$4,607.97	\$6,179.27	\$0.00	\$4,462.76	70.74%
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	\$13,394.92	\$10,638.52	\$146.64	\$121,644.92	16.58%
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	\$34,793.25	\$100.00	\$0.00	\$19,852.75	63.74%
TOTAL SUPPORT EXPENSES	\$6,411,740.00	\$2,760.00	\$6,414,500.00	\$2,383,673.57	\$894,470.84	\$1,275.60	\$3,135,079.99	51.13%
MAINT/OPER/TRANS								
305-PROFESSIONAL/TECHNICAL SVCS	\$25,000.00	\$50,000.00	\$75,000.00	\$38,440.08	\$12,334.92	\$0.00	\$24,225.00	67.70%
311-UTILITY SERVICES	\$4,161,314.00	\$2,640.00	\$4,163,954.00	\$1,654,061.24	\$205,081.07	\$0.00	\$2,304,811.69	44.65%
313-MAINTENANCE SERVICES	\$3,188,204.00	(\$50,000.00)	\$3,138,204.00	\$1,123,157.28	\$1,207,277.21	\$40,493.00	\$767,276.51	75.55%
317-STUDENT TRANSPORTATION	\$7,983,051.00	\$0.00	\$7,983,051.00	\$2,562,080.56	\$5,589,847.66	\$0.00	(\$168,877.22)	102.12%
319-CONFERENCE & TRAVEL	\$34,100.00	\$0.00	\$34,100.00	\$14,372.29	\$19,369.60	\$0.00	\$358.11	98.95%
321-PROFESSIONAL DEVELOPMENT	\$58,745.00	\$0.00	\$58,745.00	\$1,882.39	\$2,520.00	\$1,596.14	\$52,746.47	10.21%
424-OTHER SUPPLIES	\$315,211.00	\$0.00	\$315,211.00	\$70,685.11	\$48,903.69	\$0.00	\$195,622.20	37.94%
429-MAINTENANCE/REPAIR SUPPLIES	\$504,000.00	\$0.00	\$504,000.00	\$207,430.39	\$233,401.15	\$2,010.10	\$61,158.36	87.87%
TOTAL MAINT/OPER/TRANS	\$16,269,625.00	\$2,640.00	\$16,272,265.00	\$5,672,109.34	\$7,318,735.30	\$44,099.24	\$3,237,321.12	80.11%
CAPITAL								
501-CAPITAL OUTLAY	\$458,029.00	\$0.00	\$458,029.00	\$42,058.63	\$11,422.52	\$27,656.14	\$376,891.71	17.71%
503-TECHNOLOGY	\$1,731,516.00	\$0.00	\$1,731,516.00	\$1,019,287.57	\$122,645.11	\$29,797.50	\$559,785.82	67.67%
TOTAL CAPITAL	\$2,189,545.00	\$0.00	\$2,189,545.00	\$1,061,346.20	\$134,067.63	\$57,453.64	\$936,677.53	57.22%
GRAND TOTAL	\$168,724,490.00	\$0.00	\$168,724,490.00	\$72,374,980.53	\$77,895,749.16	\$132,719.39	\$18,321,040.92	89.14%

BOE By-Laws Amendment

Sponsored by: Jennifer Leeper & Nicholas Aysseh

ARTICLE II- ORGANIZATION AND OFFICERS

SECTION 4: COMMITTEES

It is recommended that the following new language be added immediately following sub section A. Policy Committee.

B. FINANCE & BUDGET COMMITTEE

At the annual Organization Meeting of the Board, the Chairman shall appoint three (3) members to the Finance & Budget Committee for a one year term.

The Finance & Budget Committee shall meet from time to time as appropriate to fulfill its respective purposes; however, the Finance & Budget Committee must hold a meeting whenever requested by two (2) of its members. The members of the Finance & Budget Committee shall elect a chair by majority vote of the committee to manage the committee's meetings in accordance with the Freedom of Information Act and Robert's Rules of Order.

The Finance & Budget Committee's chair shall provide a summary of its work to the Board under "Committee/Liaison Reports," including recommendations for consideration by the Board.

A calendar of anticipated Policy Committee Meetings will be approved at its first meeting and each January thereafter. The calendar will be posted, and meetings can be cancelled if there is no need to hold the meeting.

The purpose of the Finance & Budget Committee shall be as follows:

1. To provide a forum for the Superintendent and the Superintendent's staff to offer and exchange information about and discuss the finances of the School District and the Annual Budget.
2. To ensure that the Board participates in the negotiations of labor agreements with each bargaining unit within the School District. The power of appointment to negotiating teams/committees shall remain with the BOE Chairman.

Rationale: The addition of this language allows a new Finance & Budget standing committee to be formed. This committee is a place for new ideas to be explored, researched, and vetted before presenting to the full board for discussion. The committee is intended to enhance collaboration between the Board and Central Office.

**Regular Meeting Minutes
Fairfield BoE, January 9, 2018**

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 7:14PM. Present were members Trisha Pytko, Jennifer Leeper, Christine Vitale, Jessica Gerber, Philip Dwyer, Jennifer Jacobsen, Jennifer Maxon-Kennelly, Nick Aysseh (arrived 7:16PM) and Jeff Peterson. Others present were Superintendent Dr. Toni Jones, FLHS student representative Isabella Schichter, FWHS student representative Paul Rivera, members of the central office leadership team, and approximately 20 members of the public.

Voting Summary:

Old Business

Approval of the 2018-2019 BOE Capital Projects

Ms. Pytko moved/Mrs. Gerber seconded the recommended motion “that the Board of Education approve the 2018-2019 Capital Projects” Motion passed 9-0.

Approval of the 2018-2019 BOE Capital Non-Recurring Projects

Mrs. Gerber moved/Ms. Pytko seconded the recommended motion “that the Board of Education approve the 2018-2019 Capital Non-Recurring Projects” Motion passed 9-0.

New Business

Approval of Collective Bargaining Agreement between the Fairfield Educational Association and Fairfield Public Schools for the period July 1, 2018 through June 30, 2021

Mrs. Gerber moved/Ms. Leeper seconded the recommended motion “that the Board of Education approve the Collective Bargaining Agreement between the Fairfield Educational Association and Fairfield Public Schools for the period July 1, 2018 through June 30, 2021.” Motion passed 6-3 (Ms. Leeper, Mrs. Vitale, Mrs. Gerber, Mr. Dwyer, Mrs. Jacobsen, Mrs. Maxon-Kennelly in favor; Ms. Pytko, Mr. Aysseh, Mr. Peterson against).

Approval of Minutes

Approval of Regular Minutes of December 12, 2017

Mrs. Gerber moved/Ms. Pytko seconded the recommended motion “that the Board of Education approve the minutes of the Regular Meeting of December 12, 2017” Motion passed 9-0.

Approval of Special Minutes of December 14, 2017

Mrs. Gerber moved/Mrs. Vitale seconded the recommended motion “that the Board of Education approve the minutes of the Special Meeting of December 14, 2017 as amended” Motion passed 8-0-1 (Ms. Leeper, Mrs. Vitale, Mrs. Gerber, Mr. Dwyer, Mrs. Jacobsen, Mr. Aysseh, Mrs. Maxon-Kennelly, Mr. Peterson in favor; Ms. Pytko abstain).

Adjournment

Mrs. Gerber moved/ Ms. Leeper seconded the recommended motion “that this Regular Meeting of the Board of Education adjourn.” Motion passed 9-0. Meeting adjourned at 9:35PM

Detailed Minutes:

Student Reports

Mr. Rivera reported for FWHS: Warde hosted a wrestling tournament for 20 teams and came in first; the gift card drive was successful; the 5 Carillon concerts were well attended; the Achievement Gap Task Force held a fundraiser and will attend the NEASC conference; mid-terms are now backed up one day.

Ms. Schichter reported for FLHS: Six successful Candlelight concerts were enjoyed by all; the Western Region Music Festival takes place this weekend; students are preparing for mid-terms and have been delayed for 1 day; the senior volleyball tournament has been postponed until after mid-terms.

Public Comment

Janine Alianiello, Mill Hill Drive: Requested Mill Hill traffic study before construction.

Budget Presentation

Dr. Jones presented the 2018-2019 Superintendent's Proposed Operating Budget for the amount of \$173,956,991; a 3.1% increase over 2017-2018. The theme for the budget is *Moving Forward to 2020*.

At \$17,002, Fairfield has the 3rd lowest PPE in Southern Fairfield County. The district has generated additional funds by increasing PK tuition, consolidating bus routes, increasing billable costs (SPED tuition), and making changes to health insurance. Since 2014, Educational Cost Sharing Revenue has been reduced by \$2.4 million, equivalent to 32.6 full-time teachers. Recent mandates that may affect the budget include loss of TEAM funding, alternative education opportunities, mandatory preschool, change in high school graduation requirements, services for gifted/talented, among others. Fixed cost increases include contracted salaries, Pupil Personnel Services, benefits, transportation, and tuition – totaling \$5,324,951. Several program improvements include ELL Academy, Special Education and Student Support Programs, reconfiguring positions to create 11 Elementary Program Facilitators, and a focus on STEAM.

Mr. Peterson and Mrs. Maxon-Kennelly asked for more information on the ELL Academy. Dr. Jones said more information will be presented next week. The program will utilize current ELL teachers and 3 support positions, based at 3 specific sites.

Mrs. Maxon-Kennelly asked about ESS program elimination and Medicaid revenue. Dr. Jones said ESS will convert to 5 in-house positions; the funding will move from contracts to salaries. A placeholder of \$100K is being used for Medicaid revenue.

Mrs. Jacobsen had several questions regarding site-based budgeting. Dr. Jones said each site has different needs; principals use their discretion.

Mr. Dwyer thanked Dr. Jones for the presentation and asked Board members to send questions in advance.

Old Business:

Approval of the 2018-2019 BOE Capital Projects

Ms. Pytko moved, Mrs. Gerber seconded that the Board of Education approve the 2018-2019 Capital Projects.

Mill Hill Project

The Board had significant discussion on the Mill Hill Project including whether it would be built to a 504 enrollment. Mrs. Gerber questioned whether the size of the project would affect the preliminary funding. Several members asked

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about the ed specs approval process and the formation of a building committee. Mr. Cullen said the initial funding would not be affected whether the project was built to a 504 or not. Mr. Dwyer said after BOE approval, the project must then be approved by BOS, BOF and RTM prior to the formation of a building committee. The BOE can work on approving the ed specs in parallel with the Town approval process. Mr. Cullen added that ed specs are very important for the committee charge, and should be initiated this spring. If built to a 504, the project cost could rise to \$25M. Mrs. Gerber asked how there could be such a large increase, as only a few months earlier, Mill Hill had been projected to cost \$18.7 million.

Mrs. Maxon-Kennelly asked regarding the public comment -- will a traffic consultant be part of the initial project study. Mr. Cullen said that would depend on whether the bus loop or parking lot was affected. Mrs. Maxon-Kennelly also asked if this would include the surrounding roads; Mr. Cullen said yes. She asked about the timing of Mill Hill versus Holland Hill, which had been on a fast track. Mr. Dwyer said that at the moment he was not seeing the stress on Mill Hill that had been seen at Holland Hill. Mrs. Maxon-Kennelly asked when the ed spec conversation would take place. Mr. Cullen said that it should take place by June.

Ms. Pytko and Mr. Aysseh questioned the state's reimbursement rate. Mr. Cullen said the reimbursement rate changes every year; Fairfield is currently in the range of 25.4%. It is important to submit the project documentation to the state by June 30 in order to begin the reimbursement process, otherwise the district will have to wait another year.

Ms. Vitale said pre-investigative work on the site, outside of the building committee, could assist the Board with project decisions early on. It may be that Mill Hill is not the right school for an addition. Mr. Cullen said any pre-investigative work would have to be funded by the BOE. Typically, the building committee hires various engineers to do such work.

Several Board members mentioned concern over the rise to \$25M, and would like more information on where this number came from. Mr. Cullen said it is not just the ledge affecting the cost; there are many other factors.

Mr. Aysseh stressed the importance to approve the project's initial funding. The building committee will adhere to the Board's ed-specs; he asked if \$25M was a realistic number; could potentially going to a 2-story building reduce the cost? Mr. Cullen said it has the potential to be a very expensive project with site implications, based on recent projects at Stratfield, Riverfield and Holland Hill. He wasn't sure whether a 2-story build would affect the cost.

Mr. Aysseh cautioned on rushing into ed specs with regard to Racial Imbalance and the need for a 504 build. Mr. Dwyer disagreed, and said ed specs can be approved without a redistricting plan.

Mrs. Maxon-Kennelly said there is no debate that renovation is needed – the question is about the addition - how can ed specs be created without answers to the \$1.5M initial funding work to be done by the engineers? She asked for guidance and a recommendation from Dr. Jones, as well as a cost breakdown on building to a 504 or 462, with regard to redistricting.

Sherman Project

Mrs. Vitale questioned the cost of air conditioning. Mr. Cullen suggested that could possibly be considered a maintenance item. If the project cost escalates over the cap, Planning and Zoning would request that something be broken out.

Public Comment:

Janine Alianiello, Mill Hill Drive: Suggested requesting the town engineer's opinion regarding Mill Hill.

Motion Passed: 9-0

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Approval of the 2018-2019 BOE Capital Non-Recurring Projects

Mrs. Gerber moved, Ms. Pytko seconded that the Board of Education approve the 2018-2019 Capital Non-Recurring Projects.

Mr. Peterson asked about the tech grant. Mr. Cullen will check with Ms. Byrnes.

Public Comment

Kathleen Joy Ross, Beach Road: Technology infrastructure.

Motion Passed: 9-0

New Business

Approval of Collective Bargaining Agreement between the Fairfield Educational Association and Fairfield Public Schools for the period July 1, 2018 through June 30, 2021

Mrs. Gerber moved, Ms. Leeper seconded that the Board of Education approve the Collective Bargaining Agreement between the Fairfield Educational Association and Fairfield Public Schools for the period July 1, 2018 through June 30, 2021.”

Mr. Aysseh requested that future negotiations allow more time for Board members to review information prior to the vote.

Motion Passed: 6-3

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

Against: Ms. Pytko, Mr. Aysseh, Mr. Peterson

Approval of Minutes

Approval of Regular Minutes of December 12, 2017

Mrs. Gerber moved, Ms. Pytko seconded that the Board of Education approve the minutes of the Regular Meeting of December 12, 2017

Motion Passed: 9-0

Approval of Special Minutes of December 14, 2017

Mrs. Gerber moved, Mrs. Vitale seconded that the Board of Education approve the minutes of the Special Meeting of December 14, 2017 as amended.

Motion Passed: 8-0-1

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

Abstain: Ms. Pytko

Superintendent Report

Dr. Jones reported on several burst pipes at FLHS and Mill Hill, due to the weather. Staff worked hard to resolve those issues.

It was a joy to attend all of the holiday concerts and other special events in the district throughout the month of December.

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The SAT handout was provided at the Board's request. Dr. Rasmussen added that the questions listed at the end of the handout can be categorized as continued learning. The STAR analysis has not yet been done, as it is the first year for that assessment.

Mrs. Jacobsen said it would be helpful to have a subgroup analysis, particularly to address the achievement gap.

Mrs. Maxon-Kennelly asked for clarification on who was identified as Algebra 1 students. Dr. Rasmussen said the emphasis is to see continued improvement at levels beyond Algebra 1, so that students become good problem solvers.

Mrs. Maxon-Kennelly asked whether the LA subscore data was useful to the department. Mr. Chiappetta said the SAT has changed over time. The long-form writing has been done away with. Writing is now assessed on a more technical basis. What has been helpful is to determine the types of questions that students are getting wrong. Reading in Social Studies and the Sciences is also helpful subscore data. College Board presentations and mini-online courses have been very helpful for teachers.

Committee/Liaison Reports

Ms. Pytko reported for Health Department: Jill Mitchell procured free epi-pens for the district, saving \$25K.

Ms. Pytko reported for SEPTA: Grant decisions will be made on January 31. Mr. Mancusi said the district has contracted with a Medicaid vendor to process Medicaid claims, and the position has been posted. More information will be provided to staff in the next few weeks.

Mrs. Vitale reported for PTAC: Encouraged teachers to apply for grant money. Financial support is being given to the Achievement Task Force in support of their upcoming trip. State PTA is accepting nominations for teachers and administrators of the year.

Mrs. Gerber reported for the OHSBC: The BOS disbanded the committee last week.

Mr. Aysseh reported for the HHBC: The next meeting is on Thursday at Town Hall.

Mrs. Maxon-Kennelly reported for the Policy Committee: The 2018 meetings have been scheduled. More will be added if necessary, in order to address the graduation requirements.

Ms. Leeper reported for the RTM: The administrator's contract was approved.

Open Board Comment:

Ms. Leeper toured several schools and was very appreciative to Mr. Hatzis, Ms. Tiley, Mr. Formato, and Ms. Roxbee. She also attended Warde's concert and it was a real treat.

Adjournment

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

Motion Passed: 9-0

Meeting adjourned at 9:35PM

Respectfully Submitted
Jessica Gerber
Fairfield Board of Education, Secretary

**Special Meeting Notes
Fairfield BoE; January 9, 2018**

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 Trisha Pytko, Jennifer Leeper, Christine Vitale, Jessica Gerber, Philip Dwyer, Jennifer Jacobsen (arrive 6:15PM), Jennifer Maxon-Kennelly (arrive 6:20PM), Nick Aysseh and Jeff Peterson (arrive 6:20PM). Others present were Superintendent Dr. Toni Jones, BoF member David Becker, Stephen Sedor and Colleen Deasy.

Business Items

Mrs. Gerber moved/Ms. Pytko seconded the recommended motion "that the Board of Education hereby moves into Executive Session to discuss records, reports and statements of strategy or negotiations with respect to collective bargaining and to invite Attorney Sedor, BoF member David Becker and Attorney Deasy; in accordance with Connecticut General Statutes CGS 1-210(b)(9)" Motion passed 6-0 (Mrs. Jacobsen, Mrs. Maxon-Kennelly, Mr. Peterson were not present at this time).

The Board came out of executive session at 7:04PM

Adjournment

Mrs. Gerber moved/Mrs. Maxon-Kennelly seconded to adjourn the Special Meeting. Motion passed 9-0. Meeting adjourned at 7:04PM