

**Regular Meeting Minutes  
Fairfield BoE, June 27, 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 7:34PM. Present were members Eileen Liu-McCormack (arrived 7:45PM), Marc Patten, Donna Karnal, Jessica Gerber, Philip Dwyer, Nick Aysseh, Trisha Pytko, Jennifer Maxon-Kennelly and John Llewellyn. Others present were Superintendent Dr. Toni Jones, members of the central office leadership team, and approximately 6 members of the public.

*Public Comment*

Jennifer Leeper, Sherman Court: Thanked the Board for the Wellness policy and the reference to recess.

*Old Business*

*Adoption of Policy 6142.101 –Instruction, Student Nutrition and Physical Activity (School Wellness Policy)*

Mrs. Maxon-Kennelly moved, Ms. Pytko seconded that the Board of Education adopt Policy 6142.101, Instruction, Student Nutrition and Physical Activity.

Mrs. Maxon-Kennelly said the new policy is a significant change and she thanked all the contributors, which included high school students, staff and community members.

**Motion Passed: 8-0**

*(Mrs. Liu-McCormack was not present for this vote.)*

*New Business*

*Financial Report and Approval of Budget Transfers for the 2016-2017 School Year*

Mrs. Gerber moved, Mr. Aysseh seconded that the Board of Education approve the line item transfers for the 2016-2017 fiscal year as detailed in the Financial Statement per Enclosure No 1.

Mr. Dwyer said there is a 1% overage to be balanced.

Mrs. Munsell reviewed the report with projected expenses and balances, noting that the total projected balance is at \$554,209 for June 30, 2017. The budget transfer document requires Board approval and details the transfer between categories. Column 2 shows the projected balances and Column 3 shows the recommended transfers.

Mr. Llewellyn referenced the Projected Expenses Report:

- Why the \$300K swing in line 34, “all other SPED” accounts? Mrs. Munsell said she did not have the detail on that, but is not surprised due to it being the end of the year.
- What is the reason for the increase in tuition? Mrs. Munsell said this was due to additional outplacements. Dr. Jones added that students are enrolled throughout the year; even 1 additional student can have a significant cost. The average cost of an outplacement is \$112K. The total anticipated outplacements for 17-18 is not increasing significantly, rather, the increase is attributable to increased expenses and costs.

Referencing the Statement of Account Report:

- Why is Line 129, part-time employment, a half-million over budget? Mrs. Munsell said that is mostly due to subs, which are budgeted to some extent, but mostly covered by savings in salary.
- Is Line 129 offset by 133, Staff Replacement? Mrs. Munsell said yes, and 133 also includes retirement savings.

Mrs. Gerber:

- Any savings attributable to solar? Mrs. Munsell said yes, but there isn’t enough data to analyze that. Mr. Cullen added that a full fiscal year of data is needed.

- What accounts for the savings in SPED transportation? Dr. Jones said she will look into the detailed contributing factors.

Mr. Patten – Why does the 401a pension line jump to a positive number? Mrs. Munsell said a component of Dr. Jones' contract is a part of that. Mr. Dwyer added that since Dr. Jones has only been here a few months, it does not reflect the whole year. Mr. Llewellyn added that a positive variance does not equate to a positive number; it is still a negative number.

Mr. Dwyer acknowledged the difficulty in budgeting for this line and asked when that might change. Mrs. Munsell said it would be a few more years; it is a matter of non-certified turnover, which is difficult to predict.

Mrs. Maxon-Kennelly – Why the difference in support expenses; the unencumbered balance shows \$325K, and the budget transfer sheet show \$282K? Mrs. Munsell said there is an outstanding expense that is not encumbered.

Mr. Dwyer said the possible loss of ECS funding coupled with increased expenses for the upcoming fiscal year means we will work together with the Town as we have done in the past.

Mrs. Maxon-Kennelly – Can the current surplus be used for maintenance projects that were deferred during this fiscal year? Dr. Jones said this number is not final until the end of the fiscal year. The final report on expenses will be presented in the early fall.

Mr. Patten - Has the First Selectman seen this report? Can we start any maintenance projects now? When is our deadline to use the funds? Dr. Jones said this is all part of the normal budgeting process; items in the budget will be unfrozen if possible. Mrs. Munsell added that any new projects must have a Purchase Order prior to June 30. Mr. Patten asked that the Board be kept updated.

Mr. Llewellyn asked for clarification on the procedure of approving transfers; is the Board approving a transfer in the range between \$0 and \$544K? Does this approval include transfers to the Town? Mrs. Munsell said the BOE approval of transfers is reported to Town Bodies, but the Board is not approving any transfer to the Town.

Mr. Dwyer added that the staff manages the range of transfers, and by general agreement with the Town, savings are turned over to the Town.

Mr. Llewellyn mentioned, from a procedural perspective, any funds that might be transferred to the Town should come before the BOE for a vote. Mrs. Munsell said a memo reporting on the transfers is required by state statute.

Mr. Dwyer added that this would require a Special Meeting prior to June 30.

Mrs. Maxon-Kennelly mentioned that further discussion is warranted for the procedure of returning money; after the final report there should be opportunity for feedback.

**Motion Passed: 9-0**

*Approval of Minutes*

*Approval of Regular Minutes of June 13, 2017*

Mrs. Gerber moved, Mr. Patten seconded that the Board of Education approve the Minutes of the Regular Meeting of June 13, 2017.

**Motion Passed: 7-2**

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

Oppose: Mrs. Liu-McCormack, Mr. Llewellyn

*Superintendent Report*

Dr. Jones said work is happening all across the district and Mr. Cullen is managing multiple projects. Congratulations were extended to all graduates. Currently working on the second round of interviews for the Special Education Director. There have been two separate forums for the Holland Hill principal with a strong pool of 45 applicants; interviews will take place in mid-July.

Mrs. Maxon-Kennelly

- As a follow-up from the last meeting, what comprises the \$147K District Improvement Plan implementations? Mr. Cummings said he will provide detailed information on that item.
- What is the job description for the Director of Innovation? Dr. Jones said that duties are being redistributed at Central Office among the Superintendent, the Chief Academic Officer and the Director of Innovation. The title 'Innovation' was used in the hopes of attracting 21<sup>st</sup> century thinkers.

*Community/Liaison Reports*

Mr. Aysseh reported that the RTM voted unanimously to approve the bonding request for Holland Hill. The next step is to submit an application to the state before June 30. The project is on track for completion in fall 2019. The bonding request was for \$17.3M; initial seed money was \$1.2M, with \$500K of that as a set-aside specifically for hazardous materials remediation. If not spent, it won't be bonded.

Mrs. Maxon-Kennelly thanked Mr. Coyne for his work with the Policy Committee.

Mrs. Gerber said plans are moving forward for the OHS fencing. The FLHS windows are beginning to be replaced. A forum will be held on July 11 to address community questions surrounding higher than normal readings of PCBs in old paint in some of the classrooms at FLHS; the PCBs are not airborne; this is more of a technical and procedural issue that requires a report filing, rather than a safety issue.

*Open Board Comment*

Mr. Dwyer – The upcoming CABE conference will take place in November; please notify Mrs. Brown with your registration information. A July 31 executive session with the Board of Finance has been scheduled regarding negotiating strategy. Several additional negotiation meetings will take place; the next one in August. Mr. Dwyer represents the Board in teacher negotiations; a Board representative is still needed for the administrator negotiations.

Ms. Pytko added that she and Mr. Dwyer will attend the CABE Leadership conference on July 25<sup>th</sup>.

*Superintendent Evaluation*

Mrs. Gerber moved, Mr. Aysseh seconded that the Board of Education hereby moves to enter into Executive Session to discuss superintendent employment and performance in accordance with Connecticut General Statute CGS 1-200(6)(A).

**Motion Passed: 9-0**

The Board went into executive session at 8:32PM

The Board came out of executive session at 10:55PM

Ms. Pytko moved, Mr. Aysseh seconded to suspend the rules and extend the meeting indefinitely.

**Motion Passed: 9-0**

Mrs. Gerber moved, Mr. Patten seconded to go back into executive session.

**Motion Passed: 9-0**

The Board went into executive session at 10:55PM.

The Board came out of executive session at 11:50PM.

*Approval of Superintendent of Schools Contract*

Mr. Patten moved, Mrs. Liu-McCormack seconded that the Fairfield Board of Education enter into a contract of employment with Toni Jones as Superintendent of Schools for the period 7/1/2017 through 6/30/2020 on the same terms as set forth in the 2016-2019 contract, except the base salary for each year shall be as for the 2016-2017 contract year unless otherwise negotiated between the parties, and that effective July 1, 2017 the 2016-2019 contract can be

Approved 8/29/17

terminated and replaced by the 2017-2020 contract.

**Motion Passed: 9-0**

Ms. Karnal moved, Ms. Pytko seconded that the Fairfield Board of Education set the Superintendent's base salary for 2017-2018 at a 2 percent increase over the 2016-2017 base salary.

**Motion Passed: 6-3**

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

Oppose: Mrs. Gerber, Mr. Aysseh, Mrs. Maxon-Kennelly

<i>Adjournment</i>
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Mrs. Gerber moved, Mr. Aysseh seconded that this Regular Meeting of the Board of Education adjourn.

**Motion Passed: 9-0**

Meeting adjourned at 11:55PM