

FAIRFIELD PUBLIC SCHOOLS

The Enclosures referred to in the Agenda are available for inspection at each of the three Public Libraries in Fairfield, Fairfield Public Schools' website <http://www.fairfieldschools.org/> and the Education Center, 501 Kings Highway East.

THE PUBLIC IS REQUESTED TO SILENCE DEVICES FOR THE DURATION OF THE MEETING

Board of Education Regular Meeting Agenda
501 Kings Highway East, 2nd Floor Board Conference Room
February 24, 2015
7:30 PM

1. Call to Order and Roll Call

2. Pledge of Allegiance

3. Student Reports

Mr. Tyler Shuster (FWHS)

Mr. Max Kutsch and Ms. Suzanne Finnerty (FLHS)

4. Public Comments and Petitions

*During this period the Board will accept public comment on all items pertaining to this meeting's agenda from any citizen present at the meeting. Any single presentation must be limited to **three** minutes. *Per BOE By-Law, Article V, Section 6 (8560, approved at the 1/13/2015 Regular BOE Meeting). Those wishing to videotape or take photographs must do so as inconspicuously as possible and in such manner as to not disturb the proceedings of the Board of Education (CGS §1-226).*

5. Old Business

A. Approval of By-Law Amendment: Article VI

Recommended Motion: "that the Board of Education approve the By-Law amendment to Article VI, per Enclosure No. 1"

(Enclosure No. 1)

B. First Read* of Policy #5516 – Students – Students with Health Care Needs – Life Threatening Allergies and Glycogen Storage Disease Management Policy

***Pending Policy Committee Action**

(Enclosure No. 2 – Policy 5516 will be distributed on 2/20)

6. New Business

A. Discussion of Long-Range Facilities Plan, Dr. Title, Mr. Cullen

(Enclosure No. 3)

B. Approval of Mill Hill Roof Project as Complete, Mr. Cullen

Recommended Motion: "that the Board of Education accept the Mill Hill Roof Project No. TMP-051-PZBV as complete"

(Enclosure No. 4)

7. Approval of Minutes

A. Approval of Minutes of the January 20, 2015 Special Meeting

Recommended Motion: "that the Board of Education approve the Minutes of the Special Meeting of January 20, 2015"

(Enclosure No. 5)

B. Approval of Minutes of the January 28, 2015 Special Meeting

Recommended Motion: "that the Board of Education approve the Minutes of the Special Meeting of January 28, 2015"

(Enclosure No. 6)

C. Approval of Minutes of the January 29, 2015 Regular Meeting

Recommended Motion: "that the Board of Education approve the Minutes of the Regular Meeting of January 29, 2015"

(Enclosure No. 7)

D. Approval of Minutes of the February 10, 2015 Special Meeting

Recommended Motion: "that the Board of Education approve the Minutes of the Special Meeting of February 10, 2015"

(Enclosure No. 8)

8. Superintendent's Report

A. Online Incident Reporting Platform (TIPS), Ms. Leonardi

(Enclosure No. 9)

9. Committee/Liaison Reports

10. Open Board Comment

11. Adjournment

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

CALENDAR OF EVENTS

March 10, 2015	Board of Education Special Meeting/Budget 7:30 pm	501 Kings Hwy East Board Room
----------------	--	----------------------------------

RELOCATION POLICY NOTICE

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

FEB 24 2015



**FAIRFIELD
PUBLIC SCHOOLS**

February 24, 2015

By-Law for By-Law Amendments, submitted by Mr. Patten

Additions noted in RED:

ARTICLE VI – AMENDMENTS (8600)

The By-Laws may be amended by the affirmative vote of a majority ^{2/3^{rds}} of the entire membership of the Board, at any Regular or Special Meeting of the Board, provided that a copy of the proposed amendment shall have been included in the call for such meeting, ~~except that it shall not be necessary to include proposed amendments in the call for an Organization Meeting when the By-Laws are reviewed.~~

FEB 24 2015



**FAIRFIELD
PUBLIC SCHOOLS**

Board of Education, Policy Committee Chairman
Mrs. Jennifer Maxon-Kennelly

February 19, 2015

To: Board of Education Members, Dr. Title
From: Mrs. Maxon-Kennelly
RE: **BOE Policy #5516**

This memo is to provide notice to the Board members and staff of the possible vote by the BOE Policy Committee at its Thursday, 2/19 Special Meeting (rescheduled due to the snow of 2/9) to vote Policy #5516 out of committee and on to the full Board for a 2/24 First Read. If we do so, you will receive this draft in your Friday hard copy packet.

JMK/mb

FEB 24 2015

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Thomas P. Cullen
DATE: February 16, 2015
RE: BOE Long Range Facilities Plan "Update"

At the BOE meeting of September 9, 2014, we reviewed revisions to the Long Range Facilities Plan. During this meeting a few Board members asked if we could provide current drawings of Sherman, Mill Hill, and Holland Hill Elementary Schools with up-to-date uses of all rooms. Board members also asked some related questions to the size of the future elementary school renovations and additions based on the enrollment projections.

In response, I am providing drawings of the three schools as well as a spreadsheet identifying some key elements related to future renovations and additions to these schools.

If you have any questions or concerns regarding this information, please feel free to contact me at (203) 255-8373. Thank you for your continued support.

Thank you.

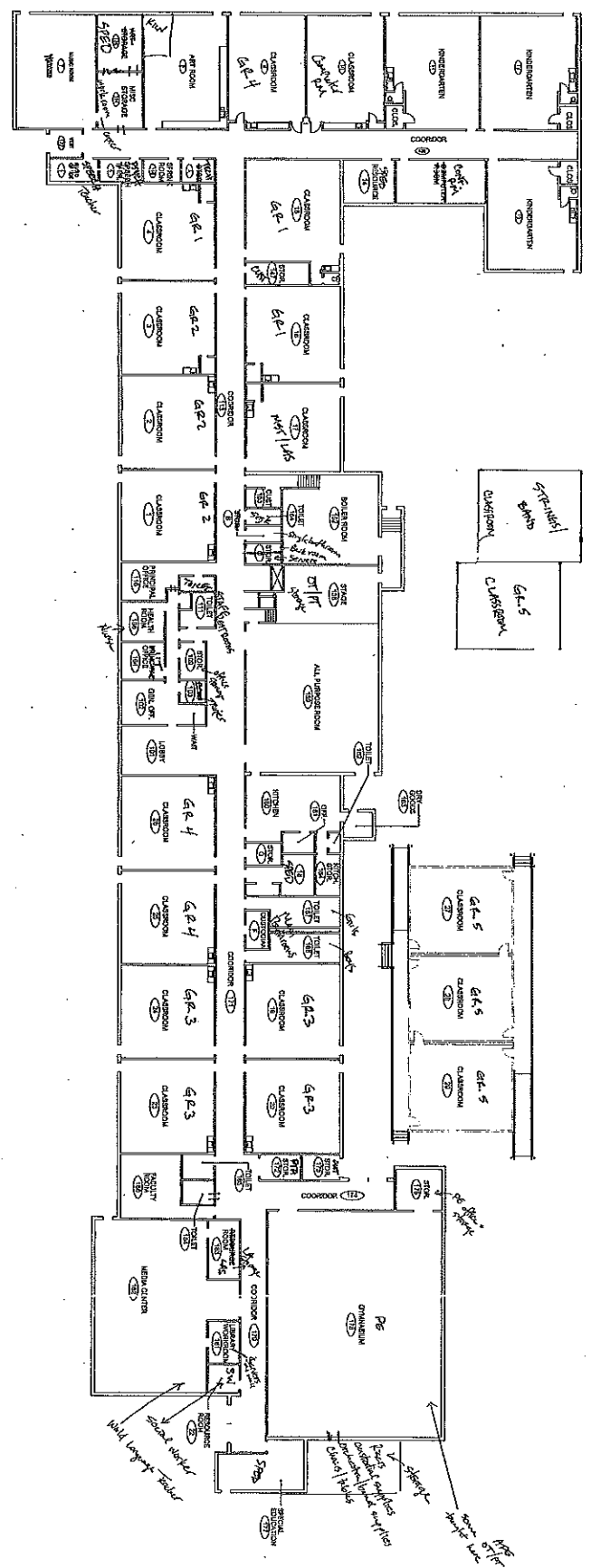
c: Meg Brown

Long Range Facilities Plan
BOE Requested Information

Facilities Plan:	Holland Hill	Mill Hill	Sherman
Elementary School design capacity	504	504	504
Actual enrollment 2014/15	407	413	475
Highest enrollment from 10 year projections	438 - (2016/17)	405 - (2015/16)	485 - (2020/21)
Total portable classrooms	3	5	1
Total room deficiencies	9	11.5	2.5
Total square footage added/proposed	9,360 sf	11,960 sf	0 sf
Total cost estimate figured/estimated for new square footage	\$4,623,391*	\$8,347,300*	\$0.00
Total project costs	\$9,960,850	\$15,000,000	\$3,000,000
BOE Meeting:	Holland Hill	Mill Hill	Sherman
Recommended capacity 2015/2016 future	462 (22 classrooms)	441 (21 classrooms)	504 (24 classrooms)
Reduced cost estimate figured/estimated	7,760 sf / \$3,833,068*	9,560 sf / \$6,672,256*	No change
New total cost	\$9,170,527	\$13,324,956	No change
Cost difference	\$790,323	\$1,675,044	No change

* With 3% Escalation dollars figured per year

504 = 24 classrooms x 21 avg. students



ST-1041
CLASSROOM
CLASSROOM
CLASSROOM

1 FLOOR PLAN
SEE DRAWING

NOT FOR CONSTRUCTION

XX-XX	Mill Hill Elementary School 635 Mill Hill Terrace, Southport, CT
A1.0	FLOOR PLAN

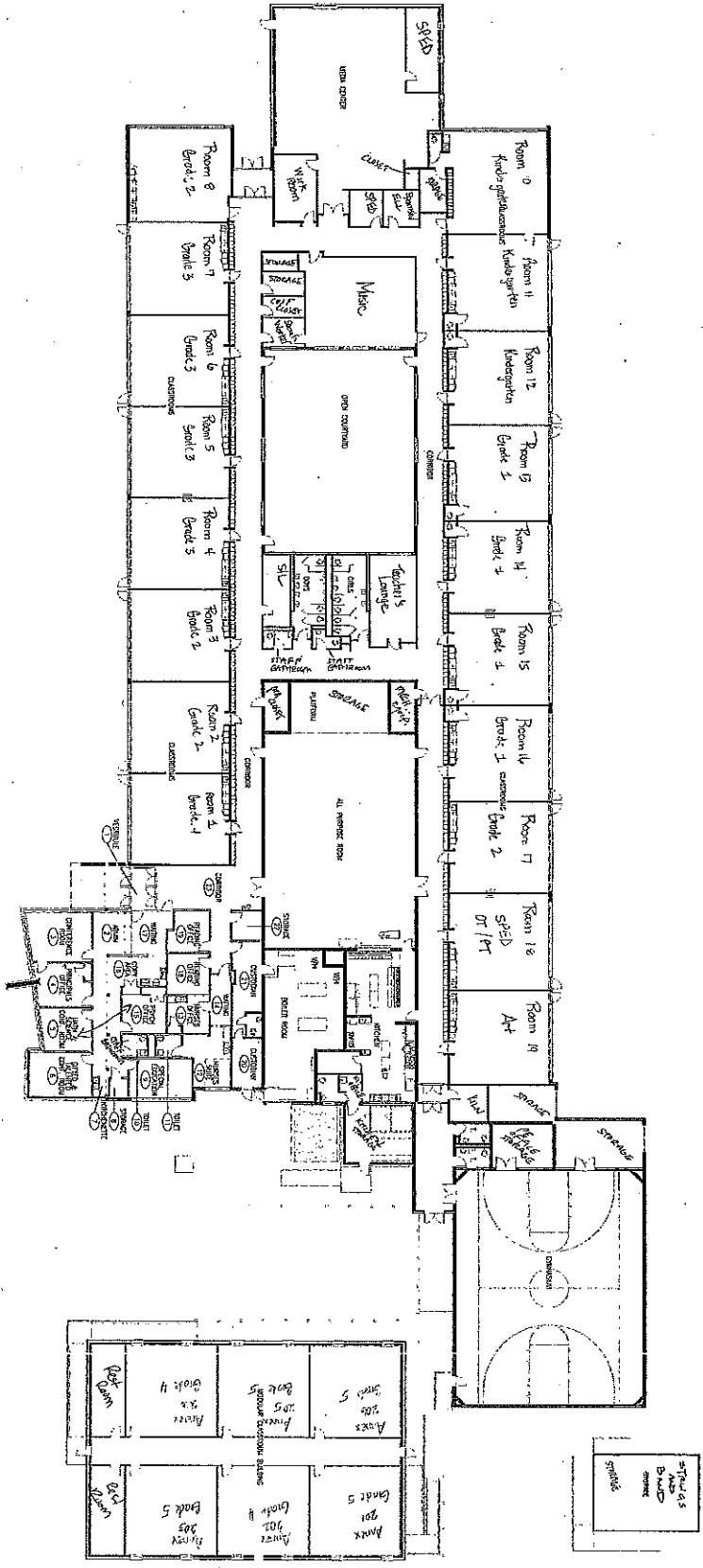
PHILIP H. CERRONE III, AIA, NCARB
ARCHITECT

431 Meadow Street
Fairfield, Connecticut 06424
203-333-3066

SCALE	AS NOTED
DATE	11-07-14
DRAWN	MG/PC

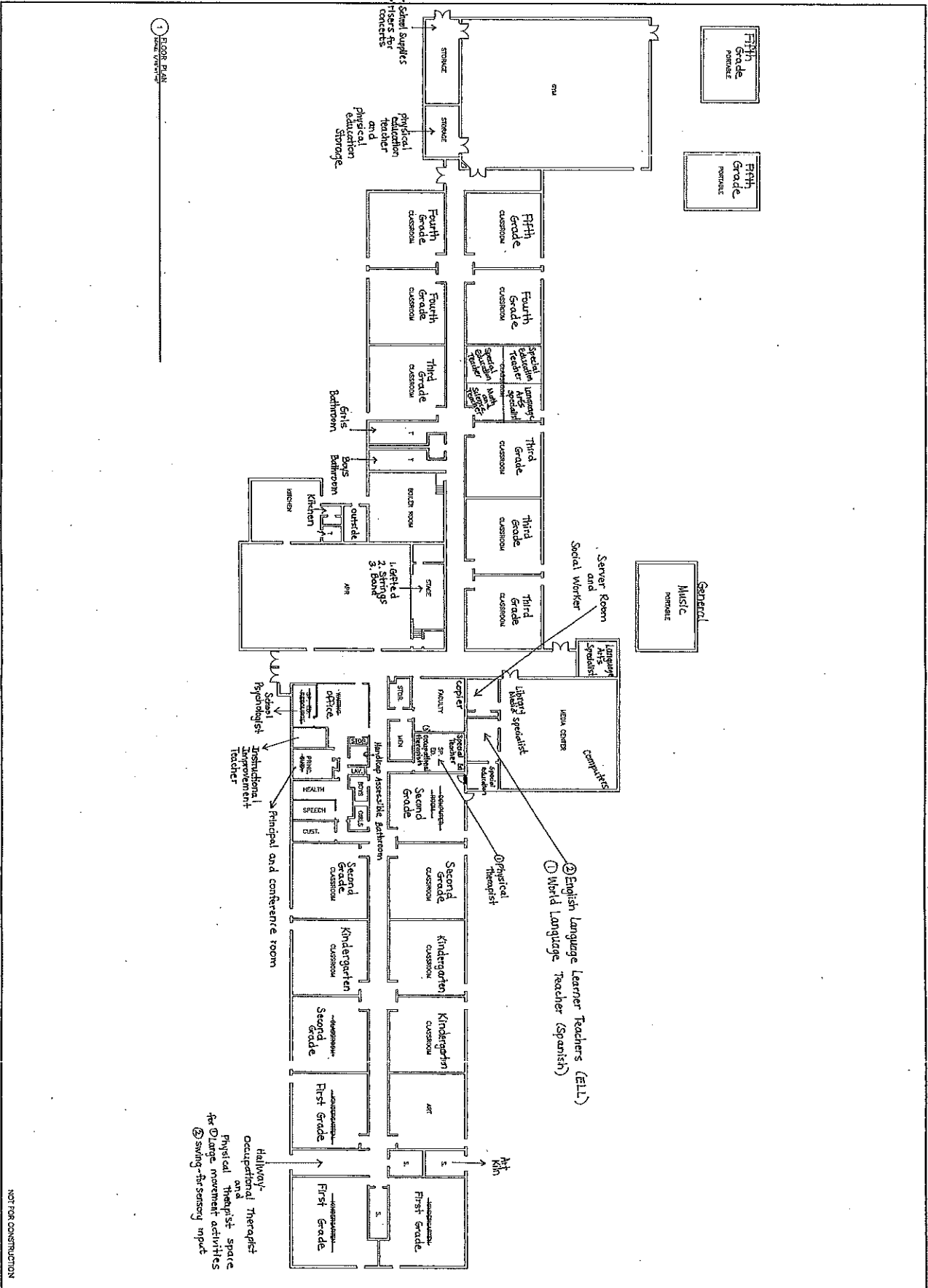
THIS DRAWING IS THE PROPERTY OF THE ARCHITECT, AND HAS BEEN PREPARED SPECIFICALLY FOR THE OWNER FOR THIS PROJECT AT THIS SITE, AND IS NOT TO BE USED FOR ANY OTHER PURPOSE, LOCATION, OR OWNER, WITHOUT WRITTEN CONSENT OF THE ARCHITECT.

1 EXISTING FIRST FLOOR PLAN




NOT FOR CONSTRUCTION

<p>XX-XX EX.1.1</p>	<p>ROGER SHERMAN ELEMENTARY SCHOOL, 250 FERN ST, Fairfield, CT 06824</p>	<p>PHILIP H. CERRONE III, AIA, NCARB ARCHITECT</p> <p>41 Meadow Road Fairfield, Connecticut 06824 203-251-2004</p>	<p>SCALE: AS SHOWN DATE: DRAWN: HHS/PC</p>	<p>THIS DRAWING IS THE PROPERTY OF THE ARCHITECT. HAS BEEN PREPARED SPECIFICALLY FOR THE OWNER FOR THE PROJECT AT THIS SITE, AND IS NOT TO BE USED FOR ANY OTHER PURPOSE, LOCATION, OR OWNER WITHOUT WRITTEN CONSENT OF THE ARCHITECT.</p>
-------------------------	--	--	--	--



1. GROUND PLAN
 2. SECOND FLOOR PLAN

NOT FOR CONSTRUCTION

XX-XX A-1	Holland Hill Elementary School 105 Meadowcroft Rd, Fairfield, CT	 PHILIP H. CERRONE III, AIA, NCARB ARCHITECT 421 Main Street Fairfield, Connecticut 06424 203-333-2056	SCALE AS SHOWN	REVISION	THIS DRAWING IS THE PROPERTY OF THE ARCHITECT. IT HAS BEEN PREPARED SPECIFICALLY FOR THE OWNER FOR THIS PROJECT AT THIS SITE, AND IS NOT TO BE USED FOR ANY OTHER PURPOSE, LOCATION, OR DATE, WITHOUT WRITTEN CONSENT OF THE ARCHITECT.
	FLOOR PLAN		DATE 11-02-14	DRAWN 1445_PC	

FEB 24 2015

From: Richard Speciale
Sent: Friday, February 13, 2015 10:55 AM
To: Morabito, Sal
Subject: Mill Hill School Roof Project Completion Statement

Mr Morabito,

Please forward this statement letter to Dr. Title and the board.

The Mill Hill roofing program has been completed.

All work performed by the roofing contractor was satisfactory, as determined by the Special Projects Standing Building Committee.

Additionally, Mr. Bill Silver, project architect, did a final inspection and determined all work to be performed in accordance with project plan and specification.

Based upon the above statement, we respectfully request the Board of Education to accept the roofing work performed at the Mill Hill School.

Richard Speciale, Chairman, SPSBC

Special Meeting Minutes
Fairfield BoE, January 20, 2015

FEB 24 2015

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 Meeting of the Board of Education and Roll Call

Chairman Philip Dwyer called the Special Meeting to order at 7:35PM. Present were members Eileen Liu-McCormack, John Convertito, Donna Karnal, Jessica Gerber, Philip Dwyer, Paul Fattibene, Jennifer Maxon-Kennelly, John Llewellyn and Marc Patten. Others present were Superintendent David Title, members of the Central Office Leadership Team, Board of Finance Chairman Mr. Flynn and First Selectman Mr. Tetreau.

Business Items

Budget Section: Health and Benefits

Chairman Dwyer thanked First Selectman Michael Tetreau and Board of Finance Chairman Tom Flynn for attending. Dr. Title added that the Board of Education makes every effort to budget within the Town's expectations. Ms. Munsell reviewed pages 158 and 159 and Aon's projections using the November 2014 experience.

Mr. Tetreau thanked the Board for the invitation and said he and Dr. Title collaborated to ensure the Board of Education and the Town used the same assumptions and trend. He explained the Internal Service Fund is comprised of 3 separate silos: General Liability, Town Medical, and BOE Medical. The rating agencies look at the fund as a whole; when necessary, steps may be taken to address issues so that a favorable rating is maintained. For example, this was done last year; 500K was moved from a reserve debt fund to off-set the declining balance in the BOE medical fund.

Mr. Flynn thanked the Board of Education for their hard work on the budget process; he also thanked Dr. Title, Ms. Munsell, and their team for the quality budget presentation and budget book, and for being so responsive to requests. He commented on the statewide general ledger standardization that is in process and hoped that a chart of accounts could soon reflect program expenditures. Mr. Flynn felt, speaking on his own behalf, that he views the BOE medical insurance in the context of the Town as a whole. Mr. Flynn appreciated Dr. Title's invitation early on in the budget process to share his expectations which he summarized as follows: (1) cover expense and liability with contributions from the BOE budget (2) any surplus should improve the balance, and (3) the \$160,000 security infrastructure monies, once approved for bonding by the Town, be applied to the Internal Service Fund.

Dr. Title clarified that page 159 shows the cash balance in the account stays the same. Mr. Flynn also recognized that the number has improved by \$700,000.

Mr. Llewellyn asked about the cash balance of June 30, 2014, the frequency and use of AON reports to the Town, and the medical retention fund. Ms. Munsell directed him to the balance sheet, columns 4 and 6 for the cash balance. Mr. Tetreau and Mr. Flynn said they both receive frequent AON updates; Mr. Flynn said AON reports are reviewed more often before setting the mill rate. Mr. Tetreau added that there are 3 silos within the Internal Service Fund: (1) General Liability, (2) Town Medical, and (3) BOE Medical; each are budgeted individually but the rating agencies look at all 3 as a whole; good progress has been with the \$700,000 and the \$160,000, so the fund is well on its way to correcting the 1.5M shortfall. Mr. Flynn said he was pleased with the approach the BOE has taken but he views the fund as a whole. Mr. Fattibene asked about the effect of the 500K transfer from BoE to general liability, and offered that it is also advantageous for the Town to balance the BOE Medical Fund. Mr. Tetreau and Mr. Flynn said the 500K was transferred from the debt service fund to the BOE Medical Fund by the BOS, and the next day transferred to the General Liability Fund by the BOF; the deficit was due to a worse-than-expected experience and the use of different assumptions by the Town and BOE; the transfer gave the BOE time to improve. Mr. Fattibene said that in previous years the BoE had helped out the town side, so now hopefully the town would help out the BoE side.

Mr. Convertito asked whether the accounts will trend equally, now that both are using the same trend. Mr. Flynn said that is the expectation based on the actuaries, but the experience level is a factor. Mr. Tetreau said the numbers will always fluctuate.

Mrs. Maxon-Kennelly asked about the trend rate; Mr. Dwyer said a national trend rate is used.

Mr. Patten asked the length of time needed to build up the medical insurance fund and was told it depends on the experience. Dr. Title said he is committing \$860K to balance the fund and get the problem solved in one year. Mr. Tetreau and Mr. Flynn both agreed that a large surplus is not in the best interest of the taxpayer or employee.

Mrs. Liu-McCormack questioned what the right range was for the net balance, in terms of rating agencies – where do you feel comfortable; Mr. Tetreau said that is what the IBNR is used for – it shouldn't be negative, but should not be excessively positive either; the biggest driver is past experience. Mrs. Liu-McCormack asked what the amount was in dollar terms. Mr. Flynn said 0 or a little above 0. Mrs. Liu-McCormack said that the number we are at now is not optimal but is within reason. Mr. Flynn said that he looks at all of the numbers, and the greater context of the fund as a whole.

Mrs. Maxon-Kennelly asked whether the BOF and BOS would inform the BOE if more was needed and was told yes.

Mr. Llewellyn clarified the aforementioned expectation that any surplus would go towards this fund and Mr. Flynn confirmed that it was his expectation. Dr. Title added that this is the biggest budget driver.

At 8:30 PM, Mr. Tetreau and Mr. Flynn left to attend other meetings.

Mr. Patten asked about surplus use; Mr. Dwyer said surplus use is decided by the BOF.

Mrs. Maxon-Kennelly asked about the projected savings from the administrators' contract; Mr. Dwyer said the contract has not yet been settled.

Mr. Llewellyn asked about page 39 regarding teacher contract savings; when referring to page 78, under 201 Health Insurance, asked that dental and retiree numbers be broken out and provided separately both now and in the budget book going forward and asked why it had been done this way, saying he would like to make a motion to change that – he wondered why numbers are being combined; and asked for a 3 year history of retiree revenue vs. expense. Dr. Title said AON had to build in increases for expenses beyond the claims – this was provided to the BOE in previous documentation; as presented by AON in a recent BOE meeting, retirees pay 100% of the rate; retirees also get a state subsidy. Ms. Munsell said an arbitrary number has been assigned to retirees due to the difficulty in breaking out the Affordable Care Act and administrative fees; projections can be found on page 159.

Mr. Dwyer asked Mr. Llewellyn asked to submit a request by email as to what he would like to have done and what his questions were, and reminded Mr. Llewellyn that Board members were asked to submit complicated questions in advance.

Mrs. Liu-McCormack asked about using arbitrary numbers regarding the retirees and asked if somewhat arbitrary numbers appear elsewhere in the budget. Dr. Title said there weren't any others, but estimates are used; Ms. Munsell clarified that the allocation is arbitrary but the number is not.

Budget Section: Historical Data, Income

Dr. Title provided information on DRG A and B, as requested by Mrs. Liu-McCormack, and reviewed the revenue beginning with page 21.

Mrs. Liu-McCormack noted that Fairfield was low on the PPE for Southern Fairfield County and falls within the middle of DRG B. Dr. Title said PPE is controlled by DRG and location; the cost of doing business in Southern Fairfield County is higher than other DRG B towns.

Mrs. Gerber mentioned, in terms of DRG B, Fairfield has the second lowest increase in PPE from last year.

Mr. Patten asked about non-public transportation and PK tuition. Dr. Title said the non-public transportation monies go to the Town and do not impact our budget; the PK tuition was not raised but there are more full-pay students.

Mrs. Liu-McCormack asked for more information on the PK program including transportation and racial imbalance success.

Mr. Patten questioned the increase in allocations; Ms. Leonardi responded that this supports Child Find activities for non-resident students.

Mrs. Gerber requested a timeline for the security grant funding; Dr. Title responded that the first round of funding has been approved; a portion was used to pay for 2 private security duty personnel at the high schools, parking revenue will be used to off-set costs.

Mr. Convertito mentioned the Whitsons contract and the guaranteed profit; Ms. Munsell said that will go into a separate budget.

Mr. Fattibene requested an explanation of a bullet point on page 8, related to the Accounting Dept. Dr. Title responded that the Fairfield Public Schools assumed the BOE accounts payable responsibility from the Town, allowing the Town to reduce a position.

Mr. Llewellyn requested the food service budget, a PK student breakdown for full/reduced/free and racial imbalance, the number of new FTE's added to implement items on pages 17-19, a software cost breakdown for page 11, magnet transportation costs, and revenue for field rentals. Mr. Dwyer said the food service budget would be added to next week's agenda. Dr. Title responded that the items on pages 17-19 are performed by existing staff, however, a .6 position in the Business Office was increased to a 1.0 FTE position to address Obamacare and reporting requirements; the Dyslexia mandate is having an impact on professional development; a state subsidy is received for magnet students; field rental fees are now payable to FPS; the pay to participate fee is eliminated.

Mr. Patten asked for some examples of unanticipated rental events. Mr. Dwyer said that it might not be a new rental, but rentals are now coming to FPS rather than to the Town.

Mr. Fattibene asked if page 28 referred to income; Dr. Title said it shows where the revenue is spent.

Mr. Convertito, referring to page 27 asked if #5398 is a combined number; Dr. Title said yes it was and is expensed to custodial overtime.

Mr. Llewellyn asked about the placement of rental revenue; Ms. Munsell said it gets placed in the 'other' revenue fund and then is offset to the general fund.

Budget Section: Executive Summary

Mrs. Gerber requested more information on page 36, #133, Staff Replacement. Dr. Title said this includes two turnover accounts, one for non-retirement certified turnover and one for non-certified staff turnover; the current estimate for retirees is at 14.

Mr. Patten asked about page 37, regarding the increase in teaching staff; and lines 113 and 105. Dr. Title said the amount reflected on page 37 is budget to budget comparison not budget to actual; grants can also affect the bottom line; for budget purposes, line 105 includes the projected increase; line 113 does not.

Mrs. Liu-McCormack referred to page 35 and asked about (1) the increase in staff salaries and benefits from this year to last and fixed vs. variable costs, (2) actual fixed costs for this budget and additional FTE, (3) the increase noted on page 37, and (4) a breakout of line 131, the wage and benefit reserve. Dr. Title referred to page 140 to provide more detail and said the net on all salaries is up 2%, the savings on the teacher contract does not account for the 9% trend; there are a number of contract settlements that have major retro-pay. Ms. Munsell explained that when contracts aren't settled, the old rate is carried in the wage and benefit reserve.

Mr. Llewellyn requested an explanation for additional teachers at FWHS and RLMS, and would also like a copy of high school students by section, as provided last year. Dr. Title said the enrollment at FWHS is projected to increase; some new positions are for the autism program.

Mrs. Liu-McCormack requested a listing of teachers by section.

Mr. Llewellyn expressed concern for hiring an administrator and eliminating a teacher for the Walter Fitzgerald Campus (WFC); Ms. Leonardi explained that the WFC requires full time instructional leadership for its at-risk students; this would help avoid crisis and greatly assist the staff. Dr. Title referred to page 155 for a Special Education staffing comparison with other districts, and shows how Fairfield is understaffed in this area.

Mr. Llewellyn asked for a description of an instructional data analyst, and whether data mining is done in-house. Ms. Byrnes responded that the instructional data analyst supports the high demand for student performance data and other instructional requirements. Dr. Title mentioned that data will be collected for the District Improvement Plan, Ms. Byrnes said other than using a company-prescribed assessment, outside sources are generally not used.

Mrs. Liu-McCormack asked if anything in the budget allowed for the compiling and sharing of data with parents. Dr. Title said this is planned for, but standard iReady reports are not yet usable.

Public Comment

Suzanne Miska, Ryegate Road: Support for BOE consulting with other Boards.

Mrs. Liu-McCormack and Mr. Llewellyn asked when rubrics will be posted; Mr. Rafferty said they are currently shared during conferences and will be posted when final, after consultation with curriculum leaders.

Mr. Llewellyn asked about student transportation and fuel savings on page 45, conference and travel for new mandates on page 47, cost of students using color printers, World Language on page 49, and whether electrical and natural gas rates are locked in for the fiscal year. Dr. Title and Ms. Munsell responded that the fuel savings is \$80K, with the balance being excess cost reimbursement. Ms. Leonardi said the Dyslexia mandate is ongoing professional development for the next 3-5 years and costs are on page 152. Dr. Title said World Language costs can also be found on page 152, and he will check on the fiscal year rate lock.

Mrs. Maxon-Kennelly referred to page 53 and asked if any sacrifices were made in terms of the technology plan. Dr. Title referred to page 160-161; extra money was added to get the matching grant.

Mr. Convertito requested a breakout of accounts 305 and 315 on page 43. Mr. Coyne responded that boys swimming needed an additional rental. Dr. Title said legal expenses continue to increase.

Mr. Patten referred to page 47 and items 319 and 321. Dr. Title said it was a general PD account and Dr. Boice added that previously, a large portion was spent on Marzano training; this has now shifted to teaching in block style.

Mrs. Liu-McCormack referred to page 45 and requested detail on the number of buses and actual riders; additional information on the gifted program such as how many are accepted into the gifted program in the last 3 years; how many are accepted into the program who don't meet test criteria; and the cost to reinstitute 2nd and 4th grade testing. Dr. Title and Mr. Dwyer responded state law requires bus seats for all qualified riders, regardless of whether they take the bus.

Mr. Dwyer asked Mrs. Liu-McCormack to formulate her specific questions and send to Dr. Title. Dr. Title added that many information requests have been discussed this evening and he will do his best to respond to all of them by next Tuesday.

Mrs. Maxon-Kennelly asked Board members to cc the entire Board when emailing to the Superintendent to avoid duplication.

Mrs. Maxon-Kennelly moved, Mrs. Gerber seconded to adjourn.

Motion Passed 8-1

Favor: Mrs. Liu-McCormack, Mr. Patten, Ms. Karnal, Mrs. Gerber, Mr. Dwyer, Mr. Convertito, Mrs. Maxon-Kennelly, Mr. Llewellyn

Oppose: Mr. Fattibene

Meeting adjourned at 11:00PM

Respectfully Submitted
Jessica Gerber
Fairfield Board of Education
Secretary

Special Meeting Minutes
Fairfield BoE, January 28, 2015

FEB 24 2015

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 Meeting of the Board of Education and Roll Call

Chairman Philip Dwyer called the Special Meeting to order at 7:35PM. Present were members Eileen Liu-McCormack, John Convertito, Donna Karnal, Jessica Gerber, Philip Dwyer, Paul Fattibene, Jennifer Maxon-Kennelly, John Llewellyn and Marc Patten. Others present were Superintendent David Title, members of the Central Office Leadership Team, and approximately 10 members of the public.

Business Items

Mr. Dwyer requested Board consensus to add agenda item 'Support Information'. The Board agreed. He also mentioned that new information regarding the medical retention fund was placed at the table. Dr. Title explained the December experience requires the Board to add \$248,471 to Health Insurance to cover the costs, as per BOF and BOS. The good news is that the Town has received a positive pension contribution update; Mr. Mayer will provide more detail later, which may offset the increase. Mr. Dwyer offered that the net difference may not be substantial, but more will be known tomorrow.

Mr. Patten asked whether Town bodies would add to the BOE medical retention fund; questioned the growing legal expenses and offered that perhaps that fund be increased next year; asked for examples of Capital Outlay as listed on pages 53, 106 and 107; and requested more information on the McKinley Dehumidification System on page 165. Dr. Title said the Town looks to the BOE to add money to medical retention; legal expenses continue to be high and will go over by at least \$50K due to the extra expense of arbitration; last year it was exceeded by \$150K. Mr. Chase and Mr. Vuolo commented that Capital Outlay cannot be used for technology and is used to replace cafeteria tables, teacher desks, book cases, and other such items. Mr. Cullen explained the separate HVAC unit needed at McKinley; repairmen serviced the existing unit over 20 times last year due to the excessive humidity level; this unit services a critical area.

Mrs. Karnal asked why McKinley, a recently built school, would already need such a substantial fix; and asked for suggestions to reduce legal expenses. Mr. Cullen responded that new buildings sometimes have HVAC zone issues that have to be addressed and a breakdown is provided on page 165. Dr. Title said attorneys are used only when needed, but are required when opposing counsel is present. Ms. Karnal asked where the online reporting was listed in the budget and was told page 81, under Security.

Mrs. Karnal and Mrs. Liu-McCormack asked for clarification on the World Language Program; specifically the cost of adding back the program cut in 2011. Dr. Title mentioned the written proposal that was presented to the Board in November said the best place to start adding to World Language is the 6th grade, and added that having World Language as its own class 5 days a week, and adding French as an option were both improvements from what we had before.

Mrs. Liu-McCormack mentioned that the World Language program has not been fully restored; Dr. Title said the Board may add or subtract from the proposal.

Ms. Karnal requested textbook pricing and asked whether World Language will impact time in Language Arts; Dr. Title said textbooks are needed for 6th grade and beyond, the textbook will be recommended when the 6-12 curriculum is presented; students needing a double period in Language Arts will still get that.

Mrs. Liu-McCormack asked for the actual reading teacher allocation; she felt this amount is separate from what is being spent on World Language; Ms. Leffert said approximately \$110K is for the reading teachers.

Mrs. Gerber mentioned the growing enrollment at Holland Hill and asked about space requirements for new sections; the enrollment at the high schools; the Tomlinson repairs on page 166; the carpeting at FLHS, and said she is pleased to see the FLHS Sound Panel addressed on page 169. Dr. Title said sections can always be added or subtracted last minute; the final decision is made mid-August; when space is tight, specialists are sometimes displaced; feeder schools determine the freshman class, but historically FLHS has more attrition. Mr. Cullen said the Tomlinson tile replacement is

DRAFT

due to a renovation issue; the carpeting at FLHS is 14-17 years old and normal use is 7-10, particularly in a heavily used area.

Mr. Convertito asked about school allocation, lunch aides and their training for food allergies, and tutors. Ms. Munsell said school allocations are listed on page 14 of the Budget Prep Manual. Mr. Vuolo said some elementary schools choose to use lunch aides to free professional staff to work directly with students; lunch aides are required to meet with the nurse and are trained to use an epi-pen, but certified staff are nearby; allocations can be used for textbooks, professional development, and library books among other things. Dr. Title said more allocation information can be found on pages 5 and 7 of the Budget Prep Manual.

Mrs. Liu-McCormack asked whether lunch aides carry any certification, and offered that parents could volunteer as lunch aides; this has been effective in other districts. Mr. Chase said that lunch aides do not carry any certification.

Mr. Convertito asked several questions about the HVAC units. Mr. Cullen said the FLHS HVAC unit malfunctioned due to a maintenance issue and the sound panel is a new unit.

Mr. Fattibene asked about leadership positions on page 156, and felt that the enrollment as shown on page 128 may be skewing declining enrollment by including PK. Ms. Leonardi explained the restructuring on page 156 which will allow for the support and placement of teams, will address and prevent crisis situations and perhaps reduce legal fees in the process; will provide individual and collective assistance to staff, and will allow for early intervention for students with increasingly complex needs and who require more complex evaluations. Dr. Title mentioned that the PK Coordinator position would be filled with existing staff.

Mrs. Maxon-Kennelly asked whether ECC was always included in PK-12 enrollment numbers was told yes, although now the program has expanded to include PK at Burr and Dwight. Dr. Title said that they always try to put the teachers where the students are, and move them around as needed. Mrs. Maxon-Kennelly also asked whether high school teachers' salaries are higher than others. Dr. Title said that all are paid on the same salary schedule.

Mr. Patten asked about class size; Dr. Title said there are class size limits in the teacher contract, as well as for safety in science labs.

Mrs. Maxon-Kennelly asked why the key unification project was not part of security; and, referring to page 160, asked about the possibility of sharing special education tablets with SBAC testing. Dr. Title said keeping the key unification project in the operating budget maintains control. Ms. Leonardi said the IPADs must remain dedicated because the applications are proprietary and are in constant use.

Mr. Llewellyn asked about individual school checking accounts; Ms. Munsell said that each school has a student activity account which is not district money. Mr. Llewellyn also asked why an additional 1.8 teachers are needed to cover the World Language proposal; and requested a review of the medical retention balance sheet information for retirees and actives. Dr. Title and Dr. Boice explained that every teacher will still teach 5 periods; students who require reading support will get a full period of that. Ms. Munsell reviewed and explained the medical retention fund balance.

Mrs. Liu-McCormack asked for further detail on the World Language schedule and the need for an additional 1.8 teachers. Dr. Title said a diagram will be provided with more detail.

Mrs. Liu-McCormack asked whether the district ever considered utilizing parents as lunch aides. Mr. Rafferty said it is difficult to find last minute replacements for no-show volunteers, and all volunteers would need to be vetted with the Police Dept.

Mrs. Gerber mentioned that lunch aide parent volunteers were previously used at Osborn Hill. It was a logistical nightmare when people did not show up; unlike a library volunteer where the schedule is extremely flexible.

Mrs. Liu-McCormack and Mr. Llewellyn asked for more information on the cost impact of the additional special education positions. Ms. Leonardi explained that the cost of the additional positions would be off-set by the dean's salary plus 2 stipends, Mrs. Leffert said more detail is provided on page 142; she will provide the average cost for ed trainers, and Ms. Leonardi will provide the budgeted salary breakdown; all deans are listed on the teacher line.

Mrs. Liu-McCormack asked about state requirements regarding ridership and the possibility of providing incentives for opting-out of transportation. Mr. Ficke explained that routes are changed weekly; some stops are shifted to reduce riding time; it is hard to remove stops when many students are at one stop. Dr. Title mentioned that the parking incentives issue was previously explored by the audit and lawyers determined that it may be illegal.

Mrs. Maxon-Kennelly referred to page 63 and asked about the effect of coaching requirement mandates on athletic directors and middle school coaches. Mr. Coyne responded that the CT Association of Schools keeps all principals,

DRAFT

including middle school, apprised of the requirements and are kept up to date. Dr. Title mentioned that the rules apply mostly at the high school level; resources can be shared if needed. Mrs. Maxon-Kennelly mentioned that it may be difficult to retain parent lunch aides considering declining PTA membership; she asked about tuition on page 123, and the reduction in line 303. Dr. Title said that tuition on page 123, line 329 is only for special education tuition; line 303 shows the increased revenue from excess cost.

Mr. Fattibene referred to page 78 and asked about retiree premiums. Dr. Title said this is in the budget book in total, but is not broken out. Ms. Munsell added that it is not considered revenue to the BOE, rather it is more of a pass-through to pay the insurance company; retirees pay 100% of the allocation rate.

Mr. Convertito asked about the differential on page 82-83 for heating; the new Special Education positions and their effect on excess cost; and the tracking of legal fees. Dr. Title mentioned that adding and subtracting square footage goes into the fuel cost equation; the replacement of boilers is a factor; heating fuel for all elementary schools has increased; Dr. Title will send the methodology spreadsheet for how this is calculated. Ms. Leonardi explained that administrative salaries cannot be used with the excess cost provision, but legal fees may be mitigated due to crisis avoidance with early intervention practices and support.

Mr. Patten asked if the WFC Dean reduction has any effect on the excess cost and was told no.

Mrs. Gerber asked about the Community Partnership Program and nursing supplies on page 104-106. Ms. Leonardi explained that the Community Partnership Program has been in existence, but the proposal shows the program separated out from the high school; the nursing materials are items such as rubber gloves and bandages, increases may be seen here in schools with higher populations that need these items, such as the ECC.

Mrs. Maxon-Kennelly asked whether these funds address the impact of allergies and was told no.

Mrs. Gerber mentioned that her comment regarding the possibility of adding sections at Holland Hill should not be interpreted as advocating for redistricting.

Ms. Karnal asked whether every elementary school was sized for 504 students and was told no. She asked about page 42 regarding personnel recruitment and requested a breakdown of open teaching positions. Mrs. Leffert responded that the recruitment costs are used for hiring options; there is one vacancy in the library and all other vacancies are filled. Interns may fill in as substitutes; interns are finishing up certification requirements at local universities; there are 27 positions with leave-of-absence status that are currently filled with long-term substitutes.

Mr. Convertito asked if per diem for subs had been adjusted. Mrs. Leffert said it had not, but FPS is in line with other districts.

Mrs. Liu-McCormack mentioned that she would like the Board to be involved in the budget early on and had several questions about the PK program and the issue of racial imbalance. Dr. Title said a few students can make a difference in solving the racial imbalance issue as calculated by the state; the PK program has been the least expensive and most educationally advantageous way to do this; the only other possibility is to redistrict.

Mr. Dwyer added that in order to change the PK plan addressing the racial imbalance, the state would have to grant permission to do this.

Mrs. Liu-McCormack questioned the number of secretaries that support the dismissal process and mentioned an app used in Westport that has saved the district money. She also asked about iReady and the rubric; she also asked about the state requirement to identify gifted students, and the gifted test schedule and frequency in past years and for this year. Mr. Rafferty said there is no budgetary impact for improved iReady communication; schools already share iReady information at conferences; Mrs. Liu-McCormack said communication would be helpful; Dr. Title added that current iReady reports are not user-friendly and that a parent committee would perhaps be part of the process to aid in the communication. Mrs. Liu-McCormack mentioned that she wanted to add to music and mentioned her concerns regarding the amount of testing done for gifted identification. Mr. Rafferty said he would provide more information on gifted.

Mr. Llewellyn motioned, seconded by Mr. Fattibene, to suspend the rules and extend the meeting past 11pm.

Motion Passed: 7-2

Favor: Mrs. Liu-McCormack, Mrs. Gerber, Mr. Patten, Mr. Dwyer, Mr. Convertito, Mr. Llewellyn, Mr. Fattibene

Opposed: Ms. Karnal, Mrs. Maxon-Kennelly

DRAFT

Mr. Llewellyn requested a copy of the Whitsons Food Services Contract and asked about the meeting format for the remainder of the meeting and for tomorrow's meeting.

Mr. Dwyer requested Board members to type up motions by tomorrow, early enough, so that all proposals can be properly addressed and adequately costed-out by staff.

Mr. Llewellyn asked about solar panel savings. Dr. Title mentioned that savings from those panels has been subtracted from the electricity accounts at the impacted schools.

Mr. Dwyer asked Board members to voice suggested budget proposals.

Mr Fattibene has no suggested changes to the budget.

Mr. Convertito said, due to the construction at FLHS, he will propose the removal of 2 maintenance projects at FLHS: the parking lot light fixtures and the HVAC sound panel.

Mrs. Gerber has no suggested changes to the budget.

Ms. Karnal said she will propose a change to the FLHS key unification project and may prepare a World Language proposal after further review.

Mr. Patten has no suggested changes to the budget.

Mrs. Liu-McCormack will suggest reducing the carpeting projects at Jennings and FLHS, and requested a cost breakdown for each carpet project at Jennings and FLHS; she might consider a proposal on reducing PK transportation; after further review, she might prepare proposals to add to World Language, Music, and gifted testing.

Mr. Llewellyn said there is an affordability issue with the budget and said he would like to see an audit of the special education program prior to its restructuring.

Mrs. Maxon-Kennelly requested new pension numbers and was told those will be provided tomorrow morning.

Public Comment

Kelly Dunn, Tuckahoe Lane: Support of Special Education Plan.

Bonnie Rotelli, Merritt Street: Support of budget and Special Education Plan.

Christine Vitale, FLHS PTA President: Support of FLHS maintenance projects and budget.

Trudi Durell, Woodcrest Road: Support of budget.

Tricia Donovan, Fairfield Resident: Gifted and World Language programs.

Adjournment

Mr. Llewellyn noted that he supports giving all students the help they need and spending in a fiscally responsible way. He said an outside look looking in is better than an inside look.

Mr. Patten motioned to adjourn, seconded by Ms. Karnal.

Motion Passed: 9-0

Meeting adjourned 11:21 PM

Respectfully Submitted
Jessica Gerber
Fairfield Board of Education
Secretary

Regular Meeting Minutes
Fairfield BoE, January 29, 2015

ENCLOSURE NO. 7

FEB 24 2015

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 7:40PM. Present were members Eileen Liu-McCormack, John Convertito, Donna Karnal (left the meeting at 8:40PM), Jessica Gerber, Philip Dwyer, Paul Fattibene, Jennifer Maxon-Kennelly, John Llewellyn and Marc Patten. Others present were Dr. Title, members of the Central Office Leadership Team, student representatives Tyler Shuster, Max Kutsch and Suzanne Finnerty, and approximately 100 members of the public.

Student Reports

Mr. Shuster reported for Fairfield Warde High School: Cheerleaders are hosting the FCIAC championships next weekend, next year's course offerings are being presented, Infinite Campus will be used for course selection; the college planning process for juniors is beginning and a math contest will be administered by the Math Department on February 3rd - this is a challenging, voluntary mathematics exam, and more than 200 participants are expected this year; the Debate Team tournament is next Saturday, and mid-term grades will be released tomorrow.

Mr. Kutsch and Ms. Finnerty reported for Fairfield Ludlowe High School: winter sports teams have been successful, construction on the new wing has begun, mid-terms went smoothly except for the fire alarm during one of them, the spring musical is Grease and an outside director will be helping with the music.

Public Comment

Elizabeth Vancho, Galloping Hill Road: Support of budget.

Nancy Ross, Riverview Circle: Support of reading programs and budget.

Kathy Finlaw, FWMS parent: Support of budget as presented.

Jan Reber, Fairfield resident: Supports by-law amendment 6 but questions timing, opposes minutes as written and questioned when and where they were posted, questioned budget format.

Carolyn Trabuco, Sherwood Farm Road: Support of budget.

Matt Hutzelman, Pansy Road: Support of budget.

Sue Miska, Ryegate Road: Questions trust in budget.

Ed Grzeda, Redding Road: Supports the budget without cuts.

Julie Gottlieb, District 6: Supports the budget in full.

Mary Mayer, Warner Hill Road: Supports budget.

Bonnie Rotelli, Merritt Street: Supports budget and special education initiatives.

Patti Donohue, Congress Street: Support Dr. Title's budget and special education staffing model.

Kelly McWhinnie, Church Hill Road: Supports world language and special education proposals.

Old Business

Approval of By-Law Amendment VI

Mr. Patten moved, Mrs. Gerber seconded the recommended motion that the Board of Education approve the By-Law amendment to Article VI, per Enclosure No. 1.

Mr. Patten reminded the Board of this amendment's history from last year and mentioned that this ensures Board compliance with Robert's Rules.

Mr. Fattibene said this amendment is unfair for this body and session, but he agrees with the principle of it

Mr. Fattibene moved, Mrs. Liu-McCormack seconded, to postpone the motion indefinitely.

Mrs. Maxon-Kennelly confirmed with Mr. Dwyer that this motion supports a nay vote to the amendment.

Mr. Fattibene continued his explanation; given the controversial amendments that were recently passed by this body

with a simple majority, that this amendment for a 2/3 majority is unfair, unjust and inappropriate for this body and this session, and should be left for the next body during the organizational meeting, if that Board chooses.

Mr. Llewellyn agreed and felt that the Chair has control of the majority of the board and controlled the last set of by-law amendments and their voting order and in silencing the First Amendment rights of the public to speak on any topic they want and silencing minority Board members who ask for data.

Mrs. Maxon-Kennelly took issue with previous remarks regarding a recently passed amendment as depriving the public of First Amendment rights; she said that is a mischaracterization of the First Amendment, and the public should look to the RTM, the BOF and the BOS as examples. She also maintained that self-described minority Board members are still free to request information, but now it is done in public to provide transparency.

Mr. Llewellyn responded that requests can be arbitrarily denied.

Mr. Patten said he is against postponing this amendment indefinitely; that would maintain non-compliance with Robert's Rules.

Ms. Karnal asked why this amendment is up for discussion tonight and Mr. Dwyer said this amendment was scheduled for a vote after the presentation of the Ad-Hoc committee recommendations.

Mr. Fattibene said he is unsure why the By-Laws originally had a simple majority. Wouldn't characterize it as an oversight, although some bylaws do require a 2/3 majority.

Mrs. Liu-McCormack discussed earlier versions of Robert's Rules which all had a 2/3 vote requirement to change the rules.

Motion Failed: 4-4

Favor: Mrs. Liu-McCormack, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Llewellyn

Oppose: Mr. Patten, Mrs. Gerber, Mr. Dwyer, Mr. Convertito

(Ms. Karnal was not present for the vote.)

Mr. Llewellyn moved, Mr. Fattibene seconded to postpone the motion to the next Regular Board meeting.

Motion Passed 8-0

(Ms. Karnal was not present for the vote.)

New Business

Approval of Technology Grant Proposal

Mrs. Maxon-Kennelly moved, Mr. Patten seconded the recommended motion, that the Board of Education approve the Technology Grant Proposal, RFP#813.

Dr. Title said this is an opportunity for the district to take advantage of a technology grant.

Mr. Llewellyn asked why this proposal is presented for a vote without prior discussion, Mr. Dwyer said this is allowed, and Ms. Byrnes said the timing of the grant requires delivery to the state by February 13th.

Mr. Patten asked if this grant was sought out, and whether there is a downside. Ms. Byrnes said this is similar to last year's grant to support infrastructure for the Common Core; this year we are going after additional technology to support SBAC as well as other programs; funds have to be expended before June 2016; the state intends to review all the RFPs and then it will be bonded; this is the grant application. Dr. Title said there is no downside.

Mr. Fattibene confirmed that this is a way for the state to bring additional equipment to the district. Ms. Byrnes said it will allow the district to stretch its capital.

Mr. Llewellyn asked what will be purchased with the grant. Ms. Byrnes confirmed that additional equipment can be purchased, such as 10 new tablets for the netbook cart to allow for additional SBAC tests; and that this applies to 2015-2016, and she confirmed that the grant allows the district to trade up and get extra computers or tablets.

Public comment:

Sue Miska, Ryegate Road: Supports technology in schools.

Motion Passed 8-0

(Ms. Karnal was not present for the vote)

Adoption of a Recommended Budget for the 2015-2016 Fiscal Year

Mrs. Gerber moved, Mrs. Maxon-Kennelly seconded the recommended motion that the Board of Education approve an operating budget for the 2015-2016 fiscal year in the amount of \$----- as presented, to be forwarded to the Town of Fairfield.

Mr. Patten thanked the staff for the chart clarifying 6th grade staffing and confirmed with Dr. Title that the 2 slots in ELA count as 2 classes.

Mrs. Maxon-Kennelly said all her questions were answered.

Mr. Llewellyn had no further questions.

Mrs. Liu-McCormack asked about the 6 teachers allocated to FWHS, and how the district was addressing the shortage of staffing in the science area. Dr. Title and Mrs. Leffert said this information is provided on page 142; it is a matter of working with existing staff and finding people to fill positions; the FTE is still there.

Mr. Patten asked what .2 FTE is for in Band and was told it equates to 1 period.

Mr. Convertito said he had no proposed amendments.

Mr. Fattibene said he did not have any proposed amendments.

Mr. Dwyer moved, Mrs. Maxon-Kennelly seconded to amend the Superintendent's proposed operating budget for 2015-2016 by reducing the pension account by \$293,000 and increasing the health insurance account by \$293,000.

Mr. Dwyer referred to a recent email regarding pension and health; the budget is created with October results; the latest available information from the actuaries showed that \$293,000 less could be put in to the pension fund, and because of the deficit in the health account, this gives an additional \$9,000 towards that that fund. This has no effect on the bottom line of the proposed budget.

Mrs. Maxon-Kennelly said this keeps faith with the request from other Town bodies.

Mr. Dwyer said it is a shifting from one line to the other.

Mr. Convertito asked if correct object codes on page 39 are being used, from 201 to 207. Ms. Munsell said yes.

Mr. Fattibene confirmed that it is a line item change and was told yes.

Motion Passed: 8-0

(Ms. Karnal was not present for the vote)

Mrs. Liu-McCormack priced out her proposal below, after conferring with staff.

Mrs. Liu-McCormack moved, Mr. Llewellyn seconded to amend the Superintendent's proposed operating budget for 2015-2016 by reducing the budget by:

- \$45,000 for cutting the color copy budget in half
- \$151,377 for cutting Pre-K busing
- \$13,765 for cutting replacement of the Jennings Media Center Carpet
- \$20,707 for cutting replacement of the FLHS Carpet (excluding the Wright House Office)
- \$40,000 for cutting the FLHS Key Unification
- \$43,738 for cutting the Administrator at WFC
- \$155,519 for cutting the Special Ed Coordinator
- Totaling: **\$470,106**

And increasing the budget by:

- \$22,700 for adding 2nd and 4th grade Gifted assessment
- \$51,691 by adding 5th grade music
- \$40,000 by adding MS Gifted Program Commitment
- \$232,610 by adding 2 days/week for 4th and 5th grade world language
- \$109,844 by adding 2 days/week for 3rd grade world language
- Totaling: **\$456,845**

Mrs. Liu-McCormack said her intent is to reallocate some of the spending towards student programs, especially those that have been cut. If World language is developed a year at a time it will require redoing the curriculum over and over, and it will be more expensive and less efficient and disruptive. The PK busing money can be spent more effectively, the program costs a lot just to move five kids. \$70,000 per kid is a lot. PK busing isn't required, nor is the program. Would rather reinvest money in World Language that impacts all students.

Mr. Llewellyn said the intent of the cuts was not to touch teaching, but things that might not have as big of an impact. Color copying is a luxury, not a need; carpet projects can be delayed; capital items that do not impact student learning should be looked at. The need for more administrators is questioned; change in special ed program deserves full Board conversation; the Strategic School Profile as provided to the Commissioner would provide data that is needed instead of an audit. We are right now over \$1 million ahead of budget for teaching staff so there is plenty of room in salary expense so it can be readdressed after we have a chance to assess.

Mrs. Gerber asked if providing World Language in grades 2,3,4, and 5 would present problems with curriculum in upper grades. Dr. Boice responded that World Language curriculum will be presented in May; there is no curriculum prior to grade 4; if World Language were to be added in earlier grades, the biggest adjustment would be 6th grade; high school curriculum would not change.

Mrs. Maxon-Kennelly asked if AP exams might eventually be taken earlier, and asked about World Language in elementary grades; what is being learned and the effect it might have on reading instruction and staffing. Dr. Boice said that Spanish and French AP exams might be taken sooner; younger grades will expand vocabulary, learn how to speak, and learn grammar in later years. Mr. Rafferty said that elementary school is more flexible than middle school; each school schedule would have to be reviewed to address the reading instruction and staffing; curriculum costs should also be reviewed if World Language is to be introduced sooner.

Mrs. Gerber asked about the additional cost of books and materials if the amendment passed; Mr. Rafferty said there would be curriculum development and materials cost, but no textbook.

Mrs. Gerber asked how the 2 administrative positions in the special education staffing will impact student learning and achievement. Ms. Leonardi explained that special education administrators are able to work with the big picture; leadership is a driving factor that includes accountability; special education administrators are present in PPT's and engage and facilitate the focus for the team of 8-10 professionals and parents; administrators provide technical experience to less experienced staff with a diverse case-load, and assist with special education hearings and all legal proceedings. Not having administrative support is detrimental to overall instruction.

Mrs. Maxon-Kennelly asked if an administrator must attend a PPT. Ms. Leonardi said a designee is allowed, however, the designee must be able to approve spending district money and this is an administrative function.

Mr. Fattibene questioned the responsibilities of the Dean at WFC; Ms. Leonardi said the Dean's primary responsibility is to manage the disciplinary system and suspensions, but he does not provide program leadership; the WFC needs an infusion of future thinking such as the provision of online courses.

Mr. Patten felt that taking away color copying is short-sighted; it would be unfair to remove the current PK busing program; he supports the special education proposal that would help the district on so many levels; he does not support the proposed cuts. He supports the World Language plan as a fiscally responsible and a smart educational decision; he will not be proposing any additions.

Mrs. Liu-McCormack is concerned about the perception of funding on the backs of other programs and said that it is not the case, she explained that she is trying to restore gifted, music and World Language programs that students had before; there is nothing more important than to protect programs; the special education program has already been invested in heavily and there is a need to invest in other areas like gifted and world language; thousands of students will benefit from restoring programs; she hates to sacrifice one thing for another, but a great job is being done currently at the WFC, and that can be reviewed next year. We have thousands of students, not just hundreds of students.

Public Comment:

Sue Miska, Ryegate Road: Concerns with understanding programs.

Kelly McWhinnie, Church Hill Road: Does not support amendment.

Christine Vitale, FLHS PTA: Does not support amendment.

Stephen Sheinberg, Flax Road: Does not support amendment.

Mr Greg Hatzis, FLHS Headmaster: Supports Special Education Proposal.

Mr. Llewellyn said the fundamental process of the budget is broken; 2 weeks is not enough for a review of 100+ pages; the SPED restructuring info could have come to the Board earlier; the strategic school profile should be used to get a better understanding.

Mrs. Maxon-Kennelly agrees that 2 weeks is a compressed time, but responded that the process is not flawed; the budget began in September and is a Board responsibility; Board members should be well-aware of the budget process and responsibility per Town charter; Board members are free to meet with Dr. Title at any time; if Board members want programs restored, the addition should not be at the expense of other programs; at-risk students need an administrator at WFC. Improvements in World Language as proposed by staff show that we are moving forward. More discussion is needed prior to cutting PK busing – as this was previously addressed by a task force to solve racial imbalance; unclear what \$40,000 for MS gifted would have been for; more discussion is needed to address the gifted program at the middle school.

Mr. Fattibene will not support any of the cuts or additions.

Mr. Convertito will not support the amendment; it defers a capital expenditure and replaces it with a recurring one; eliminating the PK busing essentially eliminates the racial imbalance program and more discussion is needed to solve it differently; there is an educational gap that must be addressed; there shouldn't be a need to choose between gifted and special education, although he would be happy to further discuss the gifted program.

Mr. Dwyer believes in the PK program which also helps to address the racial imbalance; he supports the World Language Plan; program design should not be done at the Board table; he does not support the amendment.

Mrs. Gerber felt the PK busing does help with the racial imbalance and many students benefit from this program in other ways; the World Language plan as it was presented to the Board in November is a good first step, with more steps to come; she does not support the amendment.

Mrs. Liu-McCormack said student programs deserve to have their time; she will continue to discuss these issues and bring them forth, she is concerned they will be forgotten unless we bring them forth; she has requested updates on programs such as music and gifted; these topics have been brought up last year, she did a lot of work and research on them; the PK program has not worked well enough to solve the racial imbalance at McKinley, we have to reconsider the issue, we need to think about it practically. How do we prioritize spending. There's always two sides to every discussion. World Language is important for the future of our students.

Motion Failed 2-6

Favor: Mrs. Liu-McCormack, Mr. Llewellyn

Oppose: Mr. Patten, Mrs. Gerber, Mr. Dwyer, Mr. Convertito, Mr. Fattibene, Mrs. Maxon-Kennelly

(Ms. Karnal was not present for the vote.)

The original motion that the Board of Education approve an operating budget for the 2015-2016 fiscal year in the amount of \$160,848,061 as presented, to be forwarded to the Town of Fairfield.

Mr. Llewellyn requested earlier dialogue on the budget and adding discussion on the budget to meeting agendas.

Motion Passed 6-2

Favor: Mr. Patten, Mrs. Gerber, Mr. Dwyer, Mr. Convertito, Mr. Fattibene, Mrs. Maxon-Kennelly

Oppose: Mrs. Liu-McCormack, Mr. Llewellyn

(Ms. Karnal was not present for the vote.)

Dr. Title thanked the members of staff and the public for their engagement and he looks forward to working with all Board members in advocating for the children and families of Fairfield.

Mr. Dwyer thanked the staff.

Approval of Minutes

Approval of Minutes of the Regular Meeting of December 9, 2014

Mrs. Gerber moved, Mr. Patten seconded the recommended motion that the Board of Education approve the Minutes of the Regular Meeting of December 9, 2014.

Motion Passed 5-3

Favor: Mr. Patten, Mrs. Gerber, Mr. Dwyer, Mr. Convertito, Mrs. Maxon-Kennelly

Oppose: Mrs. Liu-McCormack, Mr. Fattibene, Mr. Llewellyn

(Ms. Karnal was not present for the vote.)

Approval of Minutes of the Regular Meeting of January 13, 2015

Mrs. Gerber moved, Mrs. Maxon-Kennelly seconded the recommended motion that the Board of Education approve the Minutes of the Regular Meeting of January 13, 2015.

Motion Passed 5-3

Favor; Mr. Patten, Mrs. Gerber, Mr. Dwyer, Mr. Convertito, Mrs. Maxon-Kennelly

Oppose: Mrs. Liu-McCormack, Mr. Fattibene, Mr. Llewellyn

(Ms. Karnal was not present for the vote.)

Superintendent's Report

Ms. Munsell reviewed the Quarterly Financial Report and the Food Services Financial Report.

Mr. Llewellyn requested district costs for Food Services, and the impact a loss may have on the recently-approved budget. Ms. Munsell said the district costs are costs the district is responsible for, but are funded out of the Food Services budget, they have nothing to do with BoE budget; the secretary salary would fall under this as well as repairs and maintenance. He said he doesn't see a budget with the district's costs. Asked about the \$170k guaranteed profit. Mr. Dwyer offered that Ms. Munsell could provide the exact number for the sum total of the risk and send it out to Mr. Llewellyn. Ms. Munsell said that there is a guaranteed profit regardless of whether or not Whitsons makes money.

At 10:55PM, Mrs. Maxon-Kennelly moved, Mrs. Gerber seconded to suspend the rules and extend the meeting to 11:15PM.

Motion Passed 7-1

Favor: Mrs. Liu-McCormack, Mr. Patten, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Llewellyn

Oppose: Mr. Convertito

(Ms. Karnal was not present for the vote.)

Mr. Convertito asked if there is a lag with reimbursement in the Year to Date report and was told there was.

Mr. Dwyer asked Mr. Llewellyn to define his concern more explicitly, as this has been an ongoing discussion for a year.

Mr. Llewellyn said his concern was budgetary impact and cash balance. Is this something we need to worry about next year.

Committee/Liaison Reports

Mrs. Gerber attended the BOS meeting; funding was approved for OHS windows and the gym; it now goes to the BOF and RTM.

Mr. Dwyer mentioned that the Jennings boilers were not approved, and the security project was divided into 2 years.

Mr. Patten asked if we were still on track for the security amount in the budget and was told yes.

Open Board Comments

Mr. Patten thanked the staff for all the hard work with the budget.

Mrs. Gerber thanked the staff for being so helpful, all the extra time is appreciated.

Mr. Llewellyn requested a sense of the body to discuss an analysis of the foundation of the budget process at the next Regular Meeting in February. He feels the process could be smoother if the Board could get more information earlier.

Mr. Dwyer said it has been 3 years since the budget process was changed; this is typically addressed at the October meeting.

Mr. Convertito suggested this take place via Board goals and a Special working meeting, Mr. Llewellyn said he was talking about a bigger picture than mechanics and Board goals and more about the bigger picture.

Mr. Dwyer said he will get a sense of the body on this to address at an appropriate time. He also suggested calling a meeting on February 28, from 9:30-12pm to address the budget in a public forum much like the BOF, to allow for dialogue. This will not be a mandatory meeting.

Several members said they had to confirm the meeting in their calendars.

Adjournment

Mr. Convertito moved, Mrs. Maxon-Kennelly seconded the recommended motion that this Regular Meeting of the Board of Education adjourn.

Motion Passed 8-0

(Ms. Karnal was not present for the vote.)

*Respectfully Submitted
Jessica Gerber
Fairfield Board of Education
Secretary*

FEB 24 2015

**Special Meeting Notes
Fairfield BoE; February 10, 2015**

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

Chairman Philip Dwyer called the Regular meeting to order at 7:34PM. Present were members John Convertito, Jessica Gerber, Philip Dwyer, Paul Fattibene, Jennifer Maxon-Kennelly, Donna Karnal and Marc Patten. (arrived 7:57PM). Eileen Liu-McCormack and John Llewellyn were absent. Others present were Don Houston, Lou Meszoros, Jeff Pressler, Anthony Bento and Ann Leffert.

Board Discussion regarding the grievance filed by Fairfield Custodians-Maintenance Local 1779 of Council #4, American Federation of State, County and Municipal Employees, AFL-CIO

Mrs. Maxon-Kennelly moved/Ms. Karnal seconded the recommended motion "that the Board of Education hereby moves to enter into Executive Session to discuss the grievance filed by Fairfield Custodians-Maintenance Local 1779 of Council #4, American Federation of State, County and Municipal Employees, AFL-CIO in accordance with the Connecticut General Statutes 1-200(6). The Board of Education further invites into Executive Session the following individuals:

Attorney Don Houston

Ann Leffert

Jeff Pressler

Lou Meszoros

The Representative of the Employee who is the subject of this proceeding

Motion passed 6-0 (Mr. Patten was not present for this vote).

Convene to Public Session

Mrs. Gerber moved/Mr. Convertito seconded the recommended motion "that the Board of Education convene to Public Session and act on the grievance filed by Fairfield Custodians-Maintenance Local 1779 of Council #4, American Federation of State, County and Municipal Employees, AFL-CIO"

Motion passed 7-0

Motion to Deny the Grievance

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion, "that the Board of Education hereby move to deny the grievance filed by the grievant."

Motion passed 5-1-1 (Mr. Fattibene, Mrs. Gerber, Mrs. Maxon-Kennelly, Mr. Dwyer, Mr. Convertito in favor; Ms. Karnal against; Mr. Patten abstained).

Adjournment

Mrs. Gerber moved/Ms. Karnal seconded the recommended motion, "that this Special Meeting of the Board of Education adjourn." Motion passed 7-0.

Meeting adjourned at 9:10PM.

FEB 24 2015

Memo

To: Dr. David Title, Superintendent
From: Andrea Leonardi
cc: BOE Members
Date: February 11, 2015
Re: Roll Out of Online Incident Reporting Platform (TIPS)

As a next step in our efforts provide emotionally, physically, and intellectually safe schools, the Fairfield Public Schools will be "going live" with our online incident reporting platform (TIPS) on March 16, 2015. This memo is to update you on the roll out plan and the activities that have been and will be taking place leading up to the launch.

- Teams have been identified at each building, Central Office, and the Police Department who have been assigned to receive and respond to each different "incident type" identified in the platform.
- Each team member will participate in training to learn about how reports will be processed and actions documented within the new platform.
- All schools will introduce this platform to PTAs and PTSAs prior to March 16th.
- All schools will introduce this platform to students the week of March 9th (please be aware that Elementary students in grades 4 and 5 only will be introduced to the system)
- All schools will introduce the platform to ALL staff prior to March 16th.
- All schools will be encouraged to prominently display signs/posters/flyer/bulletin boards in the schools to inform and encourage students/parents to report incidents using the platform
- The TIPS "button" will be prominently displayed on the front page of the district website and on the front page of each school's website
- I will present the platform to the BOE and community (through Fair TV) on March 10, 2015

I look forward to sharing this additional support at the upcoming BOE meeting. Please direct any questions about the "roll out" to me. Thank you for your support and encouragement throughout this process.