

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 TURN OFF CELL PHONES OR PLACE THEM ON VIBRATE PRIOR TO THE START OF THE MEETING

Board of Education
Fairfield Public Schools
Fairfield, CT

Tuesday, May 24, 2011

REGULAR MEETING
7:30 P.M.

501 Kings Highway East
2nd Floor Board Conference Room

AGENDA

I. Call to Order and Roll Call

II. Pledge of Allegiance

III. Student/Committee/Liaison Reports

Allison Reich Fairfield Ludlowe High School Student Liaison

Stephanie Teixeira Fairfield Warde High School Student Liaison

Albin, Catherine Finance, Budget & Community Relations Subcommittee
Cooperative Education Services (CES) Representative Council Member

Brand, Sue **Curriculum, Policy and Special Programs Subcommittee***
Board of Health Member****
Cooperative Education Services (CES) Representative Council Member
Six to Six Magnet School Liaison

Dow, Sue **Finance, Budget and Community Relations Subcommittee***
CT Association of Boards of Education (CABE)**
SEPTA

Fattibene, Paul Curriculum, Policy and Special Programs Subcommittee
Transportation Advisory Committee

Iacono, Pamela Finance, Budget & Community Relations Subcommittee
Special Projects Standing Building Committee Member***
Representative Town Meeting (RTM) Liaison**
Board of Finance Liaison

Kery, Tim	Facilities, Technology and Long Term Planning Subcommittee* PTA Council Liaison
Liu, Perry	Facilities, Technology and Long Term Planning Subcommittee Fairfield Woods Building Committee Liaison***
Mitola, John	Facilities, Technology & Long Term Planning Subcommittee Stratfield School Building Committee Liaison*** Parks and Recreation Commission Member**** Fairfield Education Association (FEA) Liaison
Zahn, Stacey	Curriculum, Policy & Special Programs Subcommittee High School Scholarship Foundation

* Committee Chairman
 ** Liaison Position Indicated per By-Laws
 *** Ad Hoc – Established by the First Selectman/Town
 **** Per Town Charter and Serving as a Voting Member

IV. Superintendent’s Report

V. Old Business

A. Discussion and Approval of Budget Adjustments for 2011-12

Recommended Motion: “that the Board of Education approve budget adjustments for 2011-12”

B. Approval of Policy

Recommended Motion: “that the Board of Education approve Policy #5518 – Suicide Prevention, Intervention and Response”

(Enclosure No. 1)

C. Approval of Policy

Recommended Motion: “that the Board of Education approve Policy #6200 – Curriculum”

(Enclosure No. 2)

D. Approval of Policy

Recommended Motion: “that the Board of Education approve Policy #6221 – Family Life and Sex Education”

(Enclosure No. 3)

E. Approval of Policy

Recommended Motion: “that the Board of Education approve Policy #6132 – Emergency and Disaster Preparedness”

(Enclosure No. 4)

F. Approval of Policy

Recommended Motion: “that the Board of Education approve Policy #6513 – Home Schooling”

(Enclosure No. 5)

VI. Public Comments and Petitions

During this period the Board will hear comments and receive petitions from any citizen present at the meeting. Any single presentation must be limited to two minutes, and audio-visual equipment cannot be used without the advance authorization of the Chairman. **The Board will not hear comment on individual personnel matters or comments addressed to a specific member(s) of the Board.** Decorum will be enforced. Citizens are asked to comment on any voting item at the time the item is under consideration by the Board.

VII. Open Board Comment

VIII. Adjournment

Recommended Motion: “that this regular meeting of the Board of Education adjourn”

CALENDAR OF EVENTS

June 14, 2011	Board of Education Regular Board Meeting	7:30 p.m. 501 Kings Highway East 2 nd Floor Conference Room
June 28, 2011	Board of Education Regular Board Meeting	7:30 p.m. 501 Kings Highway East 2 nd Floor Conference 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

MAY 24 2011

Policy 5518

Students**Suicide Prevention, Intervention and Response**

The Fairfield Board of Education recognizes the need for a comprehensive suicide prevention, intervention and response policy given that suicide is the third leading cause of death among young people and that school, a structure in which students have frequent contact with caring adults, has a unique role to play in suicide prevention and intervention (U.S. Department of Health and Human Services 2001).

The Board of Education recognizes the need for evidence-based youth suicide prevention programs and procedures and will establish program guidelines to identify risk factors for youth suicide, procedures to intervene with such youth, guide staff in making appropriate referrals to outside agencies, and collaborate with agencies and families once care has been established. These evidence-based programs will include universal prevention strategies (curriculum-based) as well as tiered interventions for students/groups of students at statistically increased risk. This (These) program(s) will include annual training for certified staff, non-certified instructional staff, school secretaries, school nurses, coaches, students, and parents. Training will include current information on recognizing risk factors, appropriate referral processes, and crisis response.

It is also recognized by the Board of Education that suicide is a complex issue, and that, while school staff members may recognize potentially suicidal youth, they cannot make clinical assessment of risk and/or provide in-depth treatment. It is the policy of the Board of Education that school staffs actively respond in any situation where a student, either verbally or through behavior, indicates a risk or intent to attempt suicide or to do physical harm to himself/herself by referring said youth to an appropriate provider/agency for such assessment and treatment as is deemed appropriate.

Any school employee who may have knowledge of a suicide risk, threat or intent will immediately report this information to the school Principal/Headmaster. The School Principal/Headmaster or his/her designee will immediately mobilize the **Student Assistance Team** as described in the **Administrative Regulations**. **This team will:**

- Notify the student's parent/guardian, and;
- Make an appropriate referral to community-based services
- Assign Case Manager
- Establish a follow-up plan

If deemed at high risk, the student shall not be left alone at any time during this assessment process.

Legal Reference: Connecticut General Statutes

10-221 Boards of education to prescribe rules, policies, and procedures. (e) Re
"policy and procedures for dealing with youth suicide prevention and youth
suicide attempts."

Policy Adopted:

MAY 24 2011

Instruction**CURRICULUM**

6200

The curricula of the schools shall be in accord with the Board of Education's adopted goals and legal requirements. The curriculum design shall be a PK-12 program with appropriate articulation between elementary and middle schools, and between middle and high schools.

A program of continuing improvement and development of the curriculum shall be in effect. Curriculum development by the certified staff shall be guided by the document *Curriculum Development in the Fairfield Public Schools, Framework and Procedures*, and such factors as the following:

- actual studies and information concerning the needs of students in this school district;
- the range of abilities, aptitudes, and interests of the students;
- input from residents of the school district; and
- avoidance of discrimination.

The Board of Education has the responsibility for establishing curricula for the school district. The curriculum development/revision process will be conducted by a District Curriculum Committee that has the responsibility to recommend, develop, review, and approve all curriculum for the District and said curriculum shall be subject to the approval of the Board of Education. Teachers shall teach within the approved curricula.

~~The Board of Education desires that unnecessary duplication of work among the various school levels be eliminated, and that courses of study and syllabi be effectively coordinated.~~

The Board of Education supports opportunities for faculty to consult and assist in curriculum development through workshops, study groups, assistance from outside consultants, and an extended school year to allow teachers to work on curriculum during the summer.

Periodic reports, including planned pilot programs, shall be made to the Board of Education.

Legal Reference: Connecticut General Statutes
 10-15 Towns to maintain schools
 10-15c Discrimination in public schools prohibited
 10-16b Prescribed courses of study
 10-16c et seq. re Family life education
 10-17 English language to be medium of instruction
 10-17 et seq. re Bilingual instruction
 10-18 Courses in United States history, government and duties, and responsibilities of citizenship
 10-18a Contents of textbooks and other general instructional materials

Instruction

CURRICULUM (continued)

6200

Legal Reference: Connecticut General Statutes
(continued) 10-18b et seq. re Firearms safety programs
10-19 Effect of alcohol, nicotine, or tobacco and drugs to be taught
10-19a et seq. re Substance abuse prevention team
10-221a High school graduation requirements
10-21 et seq. re Vocational education and cooperation with business
10-220 Duties of boards of education as amended by PA 08-153

Approved 8/27/04

MAY 24 2011

Instruction

Curriculum

BASIC INSTRUCTIONAL PROGRAM

6220

FAMILY LIFE AND SEX EDUCATION

6221

The Board of Education recognizes that helping students attain a mature and responsible attitude toward human sexuality is a continuous task of every generation. Parents or guardians have the primary responsibility to assist their children in developing moral values. The schools should support and supplement parents or guardians' efforts in the areas of family life and sex education by offering students factual information and opportunities to discuss concerns, issues, and attitudes inherent in family life and sexual behavior, including traditional moral values.

To comply with the provisions of the No Child Left Behind Act, the Superintendent will, in writing, notify the professional staff of the federal requirements concerning sex education and the prohibitions and restrictions concerning distribution of contraceptives or materials that encourage sexual activities. The District will comply with federal guidelines concerning age appropriate sex education.

The Citizens Family Life Committee, established by the Board of Education, assists the staff in **planning**, developing and monitoring the family life and sex education curriculum. **It will also serve as a resource for evaluation and ensuing recommendations.** The committee shall be advisory to the **District Curriculum Committee** and shall work in cooperation with the Superintendent or designee.

Students and parents or guardians shall be informed annually of their right to exempt the student from the family life curriculum.

Legal Reference: Connecticut General Statutes
 10-16c State board to develop family life education curriculum guides
 10-16d Family life education programs not mandatory
 10-16e Students not required to participate in family life education programs
 10-16f Family life programs to supplement required curriculum
20 U.S.C. 7906 No Child Left Behind Act of 2001

Approved 8/27/04

MAY 24 2011

Instruction

Schedules

Emergency and Disaster Preparedness

FIRE EMERGENCY (DRILLS)

6132

If a fire, or indications of a fire such as smoke, unusual heat, smoldering wires, etc., are discovered in any school, in the event of fire in any school facility, the Fire Department shall be called immediately after the fire alarm is activated.

The principal or headmaster of each school shall hold at least one (1) fire drill each month in which all students, teachers, and other employees shall be required to leave the school building. The initial fire drill must be held not later than thirty days after the first day of each school year. A crisis response drill may be substituted for one (1) of the required monthly school fire drills every three (3) months. The format of the crisis response drill shall be developed in consultation with the appropriate local law enforcement agency. Further, a representative of the law enforcement agency may supervise and participate in any of the required crisis response drills.

- In a fire emergency or fire drill, upon hearing the fire alarm, students, staff, and visitors shall exit the building quietly and expeditiously; teachers will check their own classes to ascertain that no student remains in the building. Assigned teachers will check hallways and bathrooms to ensure all students are out of the building. Students must quietly leave the building in an orderly and rapid manner and teachers are required to confirm that no student remains in the building.
- In a fire emergency and fire drill, the building Principal or designee shall proceed to a pre-designated location to receive reports from each classroom teacher or teacher responsible for a group or groups of students that all students are out of the building and accounted for.
- Real emergencies often call for alternate exits to be used. Teachers must be prepared to select and direct their classes to these alternate exits in the event the designated escape route is blocked.
- A record shall be kept in the principal's office of each fire drill and crisis response drill conducted. A copy of the record shall also be filed annually in the Office of the Superintendent.

Principals and teachers shall recognize that the essential element in any emergency is prevention of panic.

Legal Reference: Connecticut General Statutes 10-231 Fire drills (as amended by PA 00-220)

MAY 24 2011

Instruction

Curriculum Extensions

Program Adaptations / Alternative Programs

HOME SCHOOLING

6513

Educational Instruction Under Parental Direction

The State Board of Education acknowledges the right of parents or guardians to instruct their children at home as an alternative to public school attendance. ~~The State Board advises local and regional Boards of Education to acknowledge home instruction when the parent or guardian of a child between the ages of seven (7) and sixteen (16) is able to show that the child is receiving equivalent instruction to that provided in the public schools.~~ Parents wishing to educate children in the home may do so in compliance with Connecticut General Statutes and regulations of the Connecticut State Board of Education. When parents or guardians are willing to discuss their decision for equivalent education at home with school personnel, school district staff shall explain the advantages of a public school education to such parents or guardians without any criticism of parental choices.

When parents/guardians choose to educate their children at home, the school district shall provide whatever reasonable assistance it can to ensure such children benefit appropriately from home instruction.

If decisions are made by parents or guardians to return children who for a time have been educated at home to local schools, school staff shall provide an appropriate return to the public schools.

Children educated at home are considered to be non-public school students and are not part of the system's educational responsibility and are not part of the school system.

~~Section 10-220 of the Connecticut General Statutes requires the Fairfield Public Schools to "...cause each child five years of age and over and under eighteen years of age who is not a high school graduate and is living in the school district to attend school in accordance with the provisions of Section 10-184..."~~

~~Section 10-184 of the Connecticut General Statutes requires that parents or guardians of children five (5) years of age and over and under eighteen (18) "...shall cause such child to attend a public school regularly during the hours and terms the public school in the district in which such child resides is in session..." or "...is able to show that the child is elsewhere receiving equivalent instruction in the studies taught in the public schools."~~

~~If the parents or guardians wish to educate their child in their home, they must show equivalency as described in Section 10-184, and the Superintendent or designee must determine whether or not such a child is receiving equivalent instruction as required by Section 10-220.~~

The following procedures are established for parents or legal guardians who wish to educate their children at home.

- Parents or guardians ~~must~~ should file with the Superintendent of Schools a State Department of Education developed *Notice of Intent Instruction of a Student at Home Form*, which provides basic information about the program to be provided to their child. A *Notice of Intent Instruction of a Student at Home* will be effective for up to one (1) school year.
- Filing ~~must~~ should occur within ten (10) days of the start of the home instruction program.
- The school district will receive the *Notice of Intent Instruction of a Student at Home*, check it for completeness, and keep it as part of the district's permanent records. A complete form will be one that provides basic information including name of teacher, subjects to be taught and days of instruction, and the teacher's method of assessment.
- In filing a *Notice of Intent Instruction of a Student at Home*, a parent or guardian acknowledges full responsibility for the education of their child in accordance with the requirements of state law. Receipt of a *Notice of Intent Instruction of a Student at Home* in no way constitutes approval by a school district of the content or effectiveness of a program of home instruction.
- ~~• An annual portfolio review will be held with the parent or guardian and school officials to determine if instruction in the required courses has been given.~~
- ~~• Continued refusal by the parent or guardian to comply with the reasonable request of the school district for completion and filing of the *Notice of Intent Instruction of a Student at Home* or to participate in an annual portfolio review may cause the child to be considered truant.~~

Legal Reference: Connecticut General Statutes
10-4 Duties of (state) board
10-4m Development and submission of education evaluation and remedial assistance plan. Contents of plan
10-14n Ninth grade statewide proficiency exam: conditions for reexamination. Limitations on use of test results
10-15 Towns to maintain schools
10-16 Length of school day
10-16b Prescribed courses of study
10-184 Duties of parents
10-185 Penalty
10-220 Duties of boards of education

Approved 8/27/04

**NOTICE OF INTENT
INSTRUCTION OF STUDENT AT HOME**

NAME OF STUDENT: _____ DATE OF BIRTH: _____
 ADDRESS: _____ TELEPHONE #: _____

NAME OF TEACHER: _____ TELEPHONE #: _____
 ADDRESS: _____

THE SUBJECTS TO BE TAUGHT ARE: (REQUIRED)	<u>YES</u>	<u>NO</u>
READING	<input type="checkbox"/>	<input type="checkbox"/>
WRITING	<input type="checkbox"/>	<input type="checkbox"/>
SPELLING	<input type="checkbox"/>	<input type="checkbox"/>
ENGLISH GRAMMAR	<input type="checkbox"/>	<input type="checkbox"/>
GEOGRAPHY	<input type="checkbox"/>	<input type="checkbox"/>
ARITHMETIC	<input type="checkbox"/>	<input type="checkbox"/>
U. S. HISTORY	<input type="checkbox"/>	<input type="checkbox"/>
CITIZENSHIP	<input type="checkbox"/>	<input type="checkbox"/>
(Including a study of Town, State and Federal Government)		

(RECOMMENDED)
 SCIENCE

(OTHER)

Total number of days scheduled for instruction: _____

Teacher's methods of assessment of student progress:

An annual portfolio review will be held on or about: _____
(Date)

I ACKNOWLEDGE AND ACCEPT FULL RESPONSIBILITY FOR THE EDUCATION OF MY CHILD IN ACCORDANCE WITH THE REQUIREMENTS OF STATE LAW.

 Parent's Signature (Date)

I ONLY ACKNOWLEDGE RECEIPT OF THIS FORM AND RENDER NO OPINION AS TO THE APPROPRIATENESS OF THE PLANNED PROGRAM.

 Superintendent's Signature (Date)