

Fairfield Curriculum Leadership Structure 2013-2014

Fairfield currently has 3 different levels of curriculum leadership serving 14 program areas. A chart detailing the curriculum hierarchy in the district has been developed and outlines the various positions currently held in the district, the grade levels that each position is responsible for, and the percentage of time devoted to coordinating. Major role responsibilities are detailed below.

Curriculum Leaders report directly to the Director of Elementary Education (PK – 5) and the Director of Secondary Education (6 - 12). These are full-time administrative positions. In collaboration with the building administrators, the curriculum leaders have the following responsibilities:

- collaborate with building leaders and teachers to meet the varied needs of the core curriculum departments.
- develop and manage program budgets.
- develop and revise curriculum to ensure alignment to the Common Core as well as state and national standards.
- develop local assessments to align with more rigorous Common Core Standards and state assessments.
- provide feedback to teachers as part of the teacher evaluation system.
- provide content-specific professional development.
- recruit and interview new teachers.
- assist teachers with instructional practice.
- communicate with parents.

The Curriculum Leaders meet regularly with the Director of Elementary Education and the Director of Secondary Education, as well as their respective departments, in order to support high achievement for all students.

Curriculum Coordinators are part-time teachers with release time to perform their coordinator duties.

These positions are evaluated by their building administrator, and they do not supervise or evaluate teachers. In collaboration with the building administrators, the curriculum coordinators have the following responsibilities:

- insure smooth operation of their departments.
- develop and revise curriculum aligned to state and national standards.
- develop and manage their program budgets.
- provide professional development.
- order materials and resources.
- coordinate programs for the community (i.e. concerts, art shows, health fairs etc.).
- communicate with parents.

The Curriculum Coordinators meet regularly with the Director of Elementary Education and the Director of Secondary Education, as well as their respective departments, in order to support high achievement for all students.

Department Liaisons are full-time teachers with no release time. They receive a stipend for the added responsibilities associated with this position. In collaboration with the building administrators, the department liaisons have the following responsibilities:

- develop and revise curriculum aligned to state and national standards.
- develop and manage their program budgets.
- order materials and resources.
- provide professional development.

The Department Liaisons meet regularly with the Director of Elementary Education and the Director of Secondary Education, as well as their respective departments, in order to support high achievement for all students.

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Central Office

(PK – 5) Anna Cutaia- Leonard, Director of Elementary Education
(6 – 12) Margaret Boice, Director of Secondary Education

Curriculum Leaders (full time administrators)

Mike Rafferty	Language Arts	1.0	Pre K - 5
Walter Wakeman	Math / Science	1.0	Pre K - 5
John Chiappetta	English / Language Arts	1.0	6 - 12
Paul Rasmussen	Math	1.0	6 - 12
Patrice Faggella	Science	1.0	6 - 12
Gregg Pugliese	Social Studies	1.0	6 - 12

Curriculum Coordinators

(part time teacher / part time coordinator)

The chart indicates the percentage of each coordinator's FTE for coordination.

Kristen Chase	Art	.4	K - 12
Lori Mediate	Health	.4	K - 12
Donna Schmardel	Music	.6	K - 12
Dave Abraham	Physical Education	.6	K - 12
Jennifer Cowenhoven	World Language	.2	4 - 8
Eileen Frankel	World Language	.4	9 - 12
Pat Flynn	Continuing Education	.6	Adult Ed

Department Liaisons (full time teachers with additional stipend)

Dorna Persson	Library Media	K - 5
Sheila Ferrara	Social Studies	K - 5
Michelle Bourque	ELL	K - 5
Colleen Rodrigues	ELL	6 - 12
Michelle Flashman	Family Consumer Science	6 - 8
Victoria Rober	Online Learning	6 - 12
Nicki Callahan	Library Media	6 - 12
Kris Samuelson	Industrial Tech. Ed.	7 - 12
Stefanie Weise	Business	9 - 12
Nancy Malafatopoulos	Family Consumer Science	9 - 12