

APPROVED

ENCLOSURE NO. 2

FAIRFIELD BOARD OF EDUCATION
MINUTES OF THE MEETING OF THE BOARD OF EDUCATION

JUN 28 2011

Tuesday, June 14, 2011

Minutes of the Executive Session and the Regular Meeting of the Board of Education held Tuesday, June 14, 2011, at 501 Kings Highway East, 2nd Floor Board Conference Room.

1. Chairman Mr. John Mitola called the meeting to order at 7:01 p.m. Other Board members present were: Mrs. Sue Dow, Mr. Tim Kery, Mr. Perry Liu, Ms. Stacey Zahn and Mr. Fattibene (arrived 7:07 p.m.). Also in attendance were Superintendent Dr. David Title and Mrs. Margaret Mary Fitzgerald.
2. Mr. Lui moved, seconded by Mr. Kery that the Board of Education convene to Executive Session for the purpose of discussing contract negotiations with the Fairfield Educational Office Professionals and the Food Service Workers.

Motion carried: 5:0:0.

3. Ms. Zahn moved, seconded by Mr. Kery to adjourn the Executive Session at 7:26 p.m.

Motion carried: 6:0:0.

4. Chairman Mr. John Mitola called the Regular Meeting of the Board of Education to order at 7:32 p.m. Other Board members present were: Mrs. Sue Dow, Mr. Paul Fattibene, Ms. Pamela Iacono, Mr. Tim Kery, Mr. Perry Liu, Ms. Stacey Zahn and Mrs. Catherine Albin (arrived 7:34 p.m.). Mrs. Sue Brand was absent. Also in attendance were Superintendent Dr. David Title, Fairfield Warde HS Student Representative Stephanie Teixeira and members of the administrative staff. Approximately 50 people comprised the remainder of the audience.
5. Mr. Mitola led the Board and audience in the Pledge of Allegiance.
6. Student Recognition-
Several students were unable to attend the Student Recognition Awards on May 10 and were recognized by Dr. Title at this meeting and presented with a certificate.
 - Superintendent's Award-
Rebecca Mitri, Fairfield Woods Middle School
Stephen Liebowitz, Fairfield Warde High School-Pequot House
 - CABA Student Leadership Award-
Francesca Moorman, Fairfield Woods Middle School
Carson Greene, Fairfield Woods Middle School

7. Mr. Liu moved, seconded by Ms. Zahn that the Board of Education approve the Minutes of the Regular Meeting of May 10, 2011.

Mr. Liu asked to amend the Minutes to reflect that in last line in number 3 that he did not vote for the main motion and asked to have the Minutes reflect that he voted in opposition. The tape of the meeting will be reviewed and the Minutes will be brought back for approval at the June 28th Board meeting.

8. Mrs. Albin moved, seconded by Mr. Kery that the Board of Education approve the Minutes of the Special Meeting of May 16, 2011.

Motion carried: 6:0:2. Mr. Liu and Ms. Zahn abstained.

9. Mrs. Albin moved, seconded by Mrs. Dow that the Board of Education approve the Minutes of the Special Meeting of May 19, 2011.

Motion carried: 4:0:4. Mrs. Albin, Ms. Iacono, Mr. Mitola and Mrs. Dow voted in favor. Mr. Liu, Ms. Zahn, Mr. Kery and Mr. Fattibene abstained.

10. Mr. Kery moved, seconded by Mrs. Albin that the Board of Education approve the Minutes of the Regular Meeting of May 24, 2011.

Motion carried: 8:0:0.

11. Student/Committee/Liaison Reports-

- ◆ Stephanie Teixeira reported that at Fairfield Warde High School final exams start this week. The varsity softball team made it to the semi-finals, varsity cheerleading held tryouts for next season and the dodge ball tournament was held last Thursday and raised over \$500 for Japan. The annual fashion show was held on June 6, and the senior class had a great time at the prom.
- ◆ Mrs. Albin reported that the CAFE Board of Directors approved their budget last week and there is no increase in member dues.
- ◆ Mrs. Dow reported that SEPTA held their last meeting for this school year last week and it was a social and the installation of new officers.
- ◆ Mr. Fattibene—No report.
- ◆ Ms. Iacono reported that the Special Projects Standing Building Committee is going before TP&Z on June 28. The Committee is looking at rebidding the Sherman project and doing it in three parts: the kitchen and the administrative wing, the HVAC system or as a package. The timeline would be to start at the end of the summer doing prep work outside, doing an occupied renovation starting in the fall with the kitchen and administrative wing, and doing the HVAC system next summer. Mrs. Roxbee is in the process of working with central office administration and the Sherman PTA to get a sense of how it will all work logistically. The committee will meet again in two weeks.
- ◆ Mr. Kery reported that PTA Council held their awards on June 1st and Mrs. Brand was awarded the Deanna O. Kiernan Award from PTA Council. He thanked the PTA Council leadership for all their help and advocacy throughout the year, in particular Mary Hogue and GiGi Christel. Leanne Ratner will be the PTA Council President next year.
- ◆ Mr. Liu—No report.
- ◆ Mr. Mitola—No report.
- ◆ Ms. Zahn reported for the Curriculum, Policy and Special Programs Committee. The science curriculum will be presented this evening, and Dr. Rosato emailed curriculum cycle documents to the Board. Any questions should be forwarded to the Chairman of that Curriculum, Policy and Special Programs Committee.

12. Superintendent's Report-

Dr. Title reported that a number of tough issues were resolved this year by the Board and the administrative team. While not all were resolved to everyone's satisfaction, the resolution of the issues allows the district to move forward on improving teaching and learning. The breathalyzer policy was approved; the discipline policy was completely updated; the middle school feeder pattern was changed and is being implemented; enrollment is being projected in a new way; a report on elementary capacity was commissioned and received; the operational audit was conducted; the Board approved the Long-Range Facilities Plan; a CAFE Policy Audit was conducted and policies were revised as recommended; a new budget format was introduced; common high school academic expectations and grading guidelines were agreed on; the Board approved the new elementary staffing model, the new gifted program model, and changes to the pre-k program; the State approved our Amended Racial Imbalance Plan; the Sherman project (core upgrades) received approval; Fairfield Woods Middle School expansion project was approved; the Stratfield project is near completion; several employment contracts were settled; and the Healthy Foods Certification initiative was implemented this year.

Dr. Title commented on Enclosure No. 5, which is a Summary of the Administrative Professional Development for this year. The administrative team spent a considerable amount of time working on strengthening school leader skills in the area of effective instructional practices. All of the administrative meetings which had previously been used for managerial work were turned into professional development for the administrators. This is continuous work and just the beginning of a long process.

Board questions followed.

13. Presentation

A. Update on Common High School Academic Expectations and Grading Guidelines

Dr. Rosato stated that the theme this school year at all levels has been alignment. The charge of the administrators was to examine the practices across the district and to identify key areas where there could be further consistency. There is now a set of common grading guidelines and common academic expectations for both high schools.

Common High School Academic Expectations-

Dr. Rosato gave a brief history of the development of the common high school academic expectations. He stated that NEASC recently adopted new standards to be used by high schools beginning in 2011. These new standards include a requirement that schools write their academic expectations to include 21st century learning outcomes. A joint committee of teachers, building administrators and curriculum leaders was formed. The committee began its work by taking the two sets of expectations that were already in place for each school and developing one common set of expectations. They also worked with a consultant from Education Connection to be sure the 21st century skills were integrated within the expectations and rubrics. Dr. Rosato reviewed the five academic expectations and the rubrics that were developed for each. The rubrics in Enclosure No. 6 are in draft form and will be used throughout both high schools and all departments during the next school year. They will be modified as they are put into practice.

Board questions followed.

High School Grading Guidelines-

Dr. Rosato briefly explained the new high school grading guidelines and stated that the focus is to provide some parameters and consistency around how grades are applied at the high school level, across all departments. It was decided to work towards a practice that is more consistent with a performance based assessment and grading model. All grading rationale will distinguish between formative assessment, summative assessment and behavioral characteristics. The majority of the emphasis of the grade is to be on summative assessments, with a smaller percentage on formative assessments and behavioral characteristics. Each department will determine the weighting of each category of assessments.

Board questions and comments followed.

14. New Business

A. High School Science Curriculum – Environmental Earth Science 11, 12 and Biology 21, 22

Ms. Patrice Faggella, secondary science curriculum leader, stated that these curricula came to the Board in 2006-07 for initial approval and tonight as an updated/revised curriculum. She stated that these four documents represent the freshmen and sophomore program. The revisions to these documents were done by looking at data on how students were performing and identifying areas where students were not performing where they could. Common assessments are now identified in the document and course goals were put on the front of the document.

Board questions and comments followed.

B. Food Service Program and Budget Summary-

Mrs. Joann Fitzpatrick stated that it was a busy year implementing the Healthy Foods Certification and gave a brief summary of the accomplishments to the school lunch program this year. She reviewed a number of items that the Food Service Department will be working on next year and stated that the focus is always on the student and improving their health and the food offerings.

Mrs. Michelle Cardentey, Accounting Supervisor, gave a brief overview of the food service financials. The Fairfield Public Schools Food Service Program has always been non-profit, self-sustaining and not part of the Board of Ed operating budget. All revenues generated by the program cover all costs associated with the program. Federal aid is provided through reimbursement money for both breakfast and lunch based on meal categories. State reimbursement is provided through a block grant that is divided amongst all the school districts in Connecticut based on the total number of meals served throughout the state. The State reimbursement for participating in the Healthy Foods Certification program provides money for districts who certify that those food items sold to students separately from reimbursable meals will meet the Connecticut Nutrition Standards. Last year the Board voted to participate for 2010-11, and we received \$60,081 for participating. The additional revenue is received from catering, rebates and interest, which has declined in the last few years. The decline in the food and supplies area this year is due to the restructuring of the Food Service Program in order to comply with the Healthy Food Certification. The salary line for 2011-12 is increasing based on the proposed salary structure for next year. There is an increase in the fringe benefit line for the current year and next year as a result of the town pension contribution amounts for school lunch employees and the increase in medical insurance. Training expenses for 2010-11 were higher due to an upgrade to the software program. The increase in the equipment line for 2011-12 reflects the inclusion of the Sherman and Stratfield kitchen renovations. A new line was added for the custodial and utility fees, which was part of the budget process for the Board of Ed budget. The food service financials are audited annually by the town's auditors and we expect to end 2010-11 with 2.26 months of operating expenses on hand and 2011-12 with 1.64 months. The state allows us to have three months at any given time.

Board questions and comments followed on the Food Service Program and the Food Service budget.

C. Mrs. Albin moved, seconded by Ms. Iacono that the Board of Education allow the sale of beverages not listed in Section 10-221q of the Connecticut General Statutes to students on school premises provided that the following conditions are met: (1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; (2) the sale is at the location of the event; and (3) the beverages are not sold from a vending machine or school store.

Motion carried: 7:1:0. Ms. Zahn voted in opposition.

D. Mr. Liu moved, seconded by Ms. Zahn that the Board of Education approve the participation in Section 10-215f of the Connecticut General Statutes concerning sale of food to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, and any fundraising activities on school premises, whether or not school sponsored.

Dr. Title stated that this is the actual participation in the Healthy Food Certification.

Board discussion followed regarding participating in the Healthy Food Certification program again next year or if it is possible for the district to provide quality and healthy foods to our students without the state restrictions, not wanting to give up after one year with all of the hard

work the Food Service Department has put into it, giving it one more year and reevaluating the program next year to see how it is working, and there was some discussion about the high school clubs losing money because they are not able to sell the food they previously sold as part of their fundraisers.

Public Comment-

Michelle McCabe, Chair of the Fuel for Learning Partnership with the PTA Council, commented in favor of participating in the Healthy Food Certification. As far as fundraising, the PTAs have done a great job finding alternatives to fundraising that doesn't involve selling unhealthy food and she is sure they would be more than happy to help the high school clubs in terms of finding alternatives. She asked the Board to keep in mind that the lunch participation has gone up. This is a learning process and a lot of the hard work has already been done.

Neal Fink, Crest Terrace, commented that if the feeling is that the State standard is not appropriate for us, then he would encourage the Board to put together the mechanism now to move away from the State standard and have our own so this time next year there is an option. He also stated that he would hate to discount a program just because it came from the government. Our students are going to learn better when they eat a healthy diet.

Motion carried: 6:2:0. Mrs. Albin and Ms. Zahn voted in opposition.

- E. Mr. Kery moved, seconded by Mrs. Albin that the Board of Education allow the sale to students on school premises of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: (1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; (2) the sale is at the location of the event; and (3) the food items are not sold from a vending machine or school store.

Board questions and comments followed.

Public Comment-

Dorene Herron, Forrest Avenue, stated that she had a meeting with her PTA regarding how to follow this and it is her understanding that Board of Ed could approve a waiver, but on the actual waiver it says that the principal can sign off on it. She asked to clarify whether or not that is the case if the sale of food is in connection with an event occurring after the end of the regular school day and the sale is on the location of the event, for example, a spring fair. Can the principal sign off on the waiver if the PTA wanted to sell ice cream? Mrs. Fitzpatrick answered yes.

Motion carried: 7:0:1. Ms. Zahn voted in opposition.

- F. Ms. Iacono moved, seconded by Mrs. Albin that the Board of Education approve the recommended school lunch prices for the 2011-2012 school year, as contained in Enclosure No. 10.

Motion carried: 8:0:0.

- G. Mrs. Albin moved, seconded by Mr. Liu that the Board of Education approve a salary and benefit adjustment for Food Service Workers for the 2011-2012 school year.

Dr. Title stated that this is a 2% increase after a zero this year. These are non-union employees, and these costs have been built into the program budget.

Motion carried: 7:0:1. Ms. Iacono abstained.

- H. Ms. Zahn moved, seconded by Mr. Liu that the July 2, 2010 – June 30, 2013 Agreement between the Board of Education, Town of Fairfield, and the Fairfield Association of Educational Office Professionals be approved.

Motion carried: 7:0:1. Ms. Iacono abstained.

- I. Ms. Zahn moved, seconded by Mrs. Dow that the Board of Education approve line item transfers in the amount of \$155,000 for the 2010-2011 fiscal year as detailed in the Financial Statement-Enclosure No. 12.

Dr. Title stated that the Board had a detailed presentation on this at the last meeting, and this is the next round.

Motion carried: 8:0:0.

- J. First Read of Policy #5511 – Immunizations

Dr. Title stated that this updates the Immunization Policy to comply with the changes in the State Statute.

Board comments and questions followed.

- K. Ms. Iacono moved, seconded by Mrs. Albin that the Board of Education revise preschool tuition to include a sibling discount as described in Enclosure No. 14.

Ms. Cutaia-Leonard stated that the reason for this discount is that families have reached out to us and she does not want to have kids not returning to the ECC because parents can't afford it. There are four families who will be impacted for the upcoming school year who have siblings attending at the same time.

Board comments and questions followed on the amount of the discount and if there will be money in the budget to cover it.

Mrs. Albin moved, seconded by Mr. Liu to amend the motion to read: "that the Board of Education revise the preschool tuition to include a sibling discount as described in Enclosure No. 14 for the 2011-2012 school year and to be reapproved for subsequent years."

Amendment carried: 8:0:0.

Main Motion as amended.

Board comments and questions followed on the amount of the discount, if other preschools offer discounts for siblings, and if the program has more applicants than seats. Several Board members felt that a 50 percent discount was too high.

Mr. Liu moved, seconded by Ms. Iacono to postpone this to the next Board meeting, June 28, so administration can gather information on what other districts and other preschools offer for a discount and vote on it at that meeting.

Board comments and questions followed on the amendment to postpone.

Motion failed: 3:5:0. Mr. Liu, Ms. Iacono, Mr. Fattibene voted in favor. Mrs. Dow, Ms. Zahn, Mr. Mitola, Mrs. Albin and Mr. Kery voted in opposition.

Main Motion as amended.

Ms. Zahn moved, seconded by Mrs. Iacono that the discount be 25%.

Motion failed: 3:5:0. Mr. Fattibene, Ms. Iacono and Ms. Zahn voted in favor.

Vote on Main Motion as Amended carried: 5:3:0. Mr. Kery, Mrs. Albin, Mr. Mitola, Mrs. Dow and Mr. Liu voted in favor. Mr. Fattibene, Ms. Iacono, and Ms. Zahn voted in opposition.

15. Public Comments and Petitions –

J. Alfred Dunn, 16 Berry Lane Court, commented on equity in education and that it was a hidden detriment that the two high schools were not equal to each other and no one had anything to say about it until tonight. As a citizen, he wants the grade A in Ludlowe to equal the grade A in Warde.

Fred Nangle, Woods End Circle and representing parents at Riverfield School, stated that due to a district-wide policy to reduce staff sharing, the art teacher at Riverfield is being transferred to another elementary school. He questioned how a policy like this will work in the future with the fluctuation in enrollment from one year to the next. The Riverfield parents want what is best for our children and feel that moving our teachers and removing the continuity seems a disservice to everyone.

16. Open Board Comment-

Mr. Liu stated that he went to a great meeting a few weeks ago on diversity that was co-hosted by our public schools and Mrs. Cutaia-Leonard and Dr. Title were there and along with representatives from the Board.

17. Mrs. Albin moved, seconded by Ms. Iacono that this meeting of the Board of Education adjourn at 10:03 p.m.

Motion carried: 8:0:0.

Stacey Zahn
Secretary