

VOTING SUMMARY
Regular Meeting Notes, Fairfield BoE; May 6, 2014

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 7:35PM. 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 30 members of the public.

Approval of Minutes

Approval of Minutes of April 8, 2014 Special Meeting

Mr. Convertito moved/Mrs. Gerber seconded the recommended motion, “that the Board of Education approve the minutes of the Special Meeting of April 8, 2014” Motion passed 7-0-2 (Mr. Convertito, Ms. Karnal, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Llewellyn, Mr. Patten in favor; Mrs. Liu-McCormack, Mrs. Gerber abstained).

Approval of Minutes of April 8, 2014 Regular Meeting

Mr. Convertito moved/Mrs. Gerber seconded the recommended motion, “that the Board of Education approve the minutes of the Regular Meeting of April 8, 2014. Motion passed 5-4 (Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly, Mr. Patten in favor; Mrs. Liu-McCormack, Ms. Karnal, Mr. Fattibene, Mr. Llewellyn against)

Approval of Minutes of April 22, 2014 Special Meeting

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion, “that the Board of Education approve the Minutes of the Special Meeting of April 22, 2014” Motion passed 7-2 (Mr. Convertito, Ms. Karnal, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Patten in favor; Mrs. Liu-McCormack, Mr. Llewellyn against)

Mr. Dwyer asked the Board for unanimous consent to move forward the item regarding the Fairfield Ludlowe project, the Board agreed.

New Business

Approval of Plans and Specification for Fairfield Ludlowe Project 051-0127 EA/EC/RR (Phase 1 – Roof Replacement)

Mrs. Gerber moved/Mrs. Maxon-Kennelly seconded the recommended motion “that the Fairfield Board of Education approve the plans and specifications for Phase 1 of the Fairfield Ludlowe Project Number 051-0127 EA/EC/RR” Motion passed 9-0.

Mr. Fattibene moved/Ms. Karnal seconded to suspend the rules to extend beyond 11PM. Motion passed 9-0.

Adjournment

Mrs. Maxon-Kennelly moved/Mr. Patten seconded the recommended motion “that this Regular Meeting of the Board of Education adjourn”. Motion passed 9-0. Meeting adjourned 11:30PM.

DETAILED MINUTES

Call to Order and Roll Call

Chairman Philip Dwyer called the Regular 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 Dr. David Title, members of the Central Office Leadership Team, and approximately 30 members of the public.

Mr. Dwyer asked the Board for unanimous consent to accommodate Student Reports on the agenda should the student members arrive later in the meeting; the Board agreed.

Presentation

Presentation of English/Language Arts Curriculum, Grades 6-12

Dr. Boice stated that the curriculum explains what students should be able to do once they complete the course; the presentation addresses the following questions: (1) What are differences in this curriculum and why is there a need for a change? (2) What process was used to develop the curriculum? (3) How will the curriculum be evaluated? and (4) What are the budget implications?

Mr. Chiappetta presented the English/Language Arts Curriculum, and highlighted the following:

- The Overarching Goal is to develop the Reading and Writing Lives of ALL Fairfield Students
- The curriculum is being revised (1) For timeliness and vertical curricular alignment with PK-5 (2) New standards adopted in 2010 are more specific (3) New comprehensive literacy assessments will be used
- Curriculum development included extensive, line by line study of the new standards; teacher review work; parent focus groups; community feedback; and curriculum council review
- Examples of new curriculum included grammar, usage, mechanics, vocabulary focus, and rubrics
- Curriculum will be evaluated with SBAC results, Common Reading Assessments, Common Writing Assessments, Tri-State Performance Tasks, AP Scores, PSAT Scores, SAT Scores, and Portfolios
- Next Steps include implementation guides, common assessments and development/implementation of portfolios
- Anticipated costs are summer work (\$18,500), professional resources (\$8,000), and professional development/training (\$6,000)

John Whaley, Fairfield Warde High School (FWHS) English Teacher, offered his unique perspective as a former middle school teacher; his 8th grade classroom was transformed over the last several years with the creation of a 'themes across genres' unit; this has enhanced the reading and writing of students.

Catherine Ruegger, Fairfield Ludlowe High School (FLHS) English Teacher, stated she sees many benefits with portfolio review; new curriculum focuses on the context of writing, argumentation uses claims and counter claims to elevate thinking and writing; modern texts can be joined with historical; students can push thinking for a systematic approach; this allows constant collaboration across schools and grades.

Mr. Chiappetta stated that Fairfield is one of the first districts to draft curriculum under the new standards; it is richer and more rigorous. Dr. Boice thanked all the teachers for their work.

Board discussion followed on recommended and required standardized reading lists, increased exposure to classics in middle school, shared experiences among schools with core, recognizable texts, and text variety.

Mr. Chiappetta stated that grammar is used to create a more beautiful piece; it's not always about editing; cross content collaboration should be occurring across all disciplines; support for the expected knowledge gap will be offered with Language Arts (LA) specialists for students needing additional help, additional reading classes, and the teaching of more specific reading strategies at the high school level.

Mr. Chiappetta stated that the district uses some elements of the workshop method that have proven effective; teachers observing other teachers is helpful for the key transition years; teachers will have some flexibility with rubric use. Dr. Boice stated that World Language documents will be reviewed next year; interdisciplinary discussions and collaboration work are beginning to review literacy standards.

Mr. Llewellyn requested assurance that core reading books will be included in the curriculum documents. Dr. Title clarified that working on common standardized lists is scheduled for the next stage of the curriculum process and usually provided within implementation documents and course syllabi; if the Board requests that it be part of the curriculum documents, it will be a matter of months for staff to assemble and agree upon a list; the curriculum approval will have to be postponed until that time. Mr. Chiappetta stated that if a standardized reading list is written in to the curriculum, it remains for 7 years.

The Board discussed Mr. Fattibene's suggestion to insert language into the curriculum that would ensure a common literary experience with a well-known novel. Mr. Chiappetta offered that this could be accomplished and has already been discussed with staff, such as agreeing on 2 common titles per grade level, for two years. Mr. Dwyer requested the proposed language be provided to the Board prior to the meeting on May 20.

Mr. Dwyer requested and received unanimous consent to move forward with the FLHS presentation.

New Business

**Approval of Plans and Specification for Fairfield Ludlowe Project 051-0127 EA/EC/RR
(Phase 1 – Roof Replacement)**

Mrs. Gerber moved/Mrs. Maxon-Kennelly seconded the recommended motion, "that the Fairfield Board of Education approve the plans and specifications for Phase 1 of the Fairfield Ludlowe Project Number 051-0127 EA/EC/RR"

Perkins Eastman architect Joe Costa presented drawings and stated that construction phases and roof work will overlap; roofs are at multiple levels and will not be affected by construction; the roof work was accelerated due to need; waiting to do the roof work would have increased the cost; and some portions of the roof do not need replacement.

Mrs. Gerber stated that this type of approval is a formality so that Mr. Morabito can submit documentation to the state. Mr. Dwyer stated that state reimbursement cannot be obtained until the warranty has expired.

Motion Passed 9-0

Approval of Minutes

Approval of Minutes of April 8, 2014 Special Meeting

Mr. Convertito moved/Mrs. Gerber seconded the recommended motion "that the Board of Education approve the Minutes of the **Special Meeting** of April 8, 2014"

Motion Passed 7-0-2 (Mr. Convertito, Ms. Karnal, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Patten, Mr. Llewellyn in favor; Mrs. Liu-McCormack, Mrs. Gerber abstained)

Approval of Minutes of April 8, 2014 Regular Meeting

Mr. Convertito moved/Mrs. Gerber seconded the recommended motion “that the Board of Education approve the Minutes of the **Regular Meeting** of April 8, 2014”

Mr. Llewellyn and Ms. Karnal stated the minutes did not accurately reflect the RYASAP discussion, however, no amendments were presented.

Motion Passed 5-4-0 (Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly, Mr. Patten in favor; Mrs. Liu-McCormack, Ms. Karnal, Mr. Fattibene, Mr. Llewellyn opposed)

Approval of Minutes of April 22, 2014 Special Meeting

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion “that the Board of Education approve the Minutes of the **Special Meeting** of April 22, 2014”

Motion Passed 7-2-0 (Mr. Convertito, Ms. Karnal Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Patten in favor; Mrs. Liu-McCormack, Mr. Llewellyn opposed)

<i>Superintendent’s Report</i>

Update on 2013-2014 Budget Projection

Dr. Title reported that the budget deficit is anticipated to be at \$0 or better by year’s end and there is no need to ask the Town for any money. Mrs. Munsell reviewed worksheet line items and will provide Mr. Llewellyn with the March report. Dr. Title stated that the Excess Cost grant came in higher than was budgeted for.

Update on Food Service Vendor Selection

Dr. Title and Mrs. Munsell reported that a contract has been finalized with Whitsons as the new food service vendor; Whitsons services many surrounding districts and will transition into the district on July 1; the process involved parents and students being onsite to taste the food; special thanks was given to Mr. Tom Doonan who was an invaluable part of the process with his depth of knowledge, and also to the rest of the evaluation team that included Mrs. Parks, Ms. McCabe, Ms. Bonina, Ms. Mediate, and Mr. Ryan and Ms. Holland from the Town Purchasing Dept. Dr. Title thanked the many Food Service employees for their years of service to the district.

Update on Teacher Evaluation

Dr. Title updated the Board on Teacher Evaluation Plan; the state has changed the Teacher Evaluation Plan approval process; Boards of Education are now required to approve the document **after** the state has reviewed and provided feedback; it is expected that this document will be returned to the Board at the June 10 or 24 meeting; it will not be substantially different; the Board will receive the plan that is submitted to the state as well as the plan that has been reviewed by the state.

Mrs. Maxon-Kennelly requested student Board member Danielle Clarke report on the Food Service Vendor selection process at the next meeting.

Dr. Title stated that it is anticipated the food services medical retention payment will be made; Mrs. Munsell stated that she will provide Mr. Llewellyn with the current balance of the fund.

Mr. Dwyer requested and received unanimous approval to discuss the Superintendent's Recommended Budget Adjustments for 2014-2015 at this time.

New Business

Superintendent's Recommended Budget Adjustments for 2014-2015

Dr. Title reviewed the recommended budget adjustments totaling \$1,304,000 which includes the \$804,000 cut at the Selectmen level and the \$500,000 cut at the RTM level.

Dr. Title also mentioned that the Town is working on a Capital Non-Recurring Project for upgrading school security; should this occur within the next fiscal year, the \$160,000 currently on hold for security will be rolled into that project, freeing up this money to be placed in the health insurance medical fund; if the Town Security Project does not occur within the next fiscal year, the Board will be free to spend that money on security infrastructure; therefore no budget adjustment is needed.

The Board discussed:

1. The athletic fee structure: Mr. Convertito stated that he would like to see equal fees for all athletes; Mrs. Maxon-Kennelly stated that she is opposed to the athletic fees, but if instituted, other students may also be affected such as drama, music, and newspaper club students.
2. The Fairfield Woods Middle School (FWMS) Project: Mr. Convertito requested accounting documentation showing the project fund balance; Dr. Title stated that the project is scheduled to be accepted as complete at the next Board meeting.
3. Capital Improvements - Carpeting: Mr. Cullen explained the carpet replacement need for high traffic areas; Dr. Title offered that when maintenance projects are cut, they are actually deferred.
4. The Climate Survey: Ms. Leonardi responded that the state model of the Climate Survey is more rudimentary than what is currently used; the state model survey data can still be used; it is not possible to combine the surveys due to copyright; a report copy will be provided; it will not be possible to do comparative analysis using different surveys.
5. School Allocations: Dr. Title stated that this account has categories that are used at the principal's discretion.
6. AON Trend Rate: Dr. Title stated the 8.6 trend rate is being used; the Town has set aside \$500,000 to cover the cost; the Town was in the same situation in 2007/08, and \$400,000 was transferred from the BOE health insurance line to the Town; a request has already been made to restore this amount; the \$160,000 might also be applied here; the adjustment will happen in the 2015-2016 Budget with input from the Town; there is no expectation to cover this in next year's budget; experience has leveled out and one more update in May is expected.
7. Technology: Mrs. Parks stated that the number of World Language laptops will be reduced; this will not impact SBAC testing – SBAC tablets are from a separate grant, although the World Language laptops could be used to supplement the SBAC tablets. Mrs. Liu-McCormack commented that technology is most beneficial in the upper grades; if technology reallocation is necessary due to a shortage of projection systems, perhaps consider moving some projection units out of the kindergarten classrooms and into the upper grades.

Mr. Fattibene moved/Ms. Karnal seconded to suspend the rules to extend beyond 11:00 pm.
Motion Passed 9-0

8. Teacher Funding: Mr. Fattibene expressed concern over the change in funding for teaching positions and Title 1; Dr. Title responded that state approval has been granted, and that Title 1 is federal funding administered by the state.
9. Pre-K Busing: Dr. Title stated the total cost of Pre-K busing is approximately \$200,000.
10. Mrs. Maxon-Kennelly commented on the possibility of increasing fees for adult education, and suggested that the BOE Workshop is very beneficial.
11. Mr. Cullen stated that the \$15,000 Playground Safety reduction is for complete wood chip replenishment projects; this will not affect the replacement of broken equipment.

Mr. Dwyer offered that Board members may make suggestions to request alternatives; he requested any changes to the recommended budget adjustments be forwarded prior to the May 20 Meeting; Dr. Title agreed that costing out alternatives is best done ahead of time.

First Reading of Policy #5515 – Students, Protocol for Administration of Emergency Medications by Non-Nursing School Personnel

Mrs. Maxon-Kennelly explained that the changes to the policy are mostly for dosage; Mr. Convertito stated that this policy will again be returned to the Board in a few months with additional changes; Mrs. Parks confirmed that the policy is intended for non-nursing personnel to administer emergency medication to a student without a medical prescription.

Mr. Dwyer requested and received unanimous approval to postpone the discussion on enrollment projections and the Long-Range Facilities Plan until the next meeting.

Public Comments and Petitions

Trish Donovan, Taintor Drive, commented on the excellent English/LA curriculum presentation and thanked the staff.

Jennifer Hoffman, Whitewood Drive, commented on her disappointment regarding the 5th grade music cut.

Trudi Durell, Woodcrest Road, thanked Dr. Title and the members of the Board that were at last night's RTM meeting and commended the Superintendent on the low impact revisions.

Nancy Haberly, Duck Farm Road, commented on stopping the divide.

Open Board Comment

Mr. Patten thanked the public for their support during the budget process.

Mr. Dwyer thanked the parents who also spoke on behalf of Town services.

Adjournment

Mrs. Maxon-Kennelly moved/Mr. Patten seconded the recommended motion "that the Board of Education Meeting adjourn"

Motion Passed 9-0

Jessica Gerber
Fairfield Board of Education
Secretary