

BOARD OF EDUCATION
FAIRFIELD PUBLIC SCHOOLS
FAIRFIELD, CT

**Standing Committee Meeting
Facilities, Technology, and Long-Term Planning**

Monday, October 18, 2010

Riverfield Elementary School
501 Kings Highway East

7:00 p.m.

DRAFT MINUTES

1. The meeting was called to order at 7:03 p.m.
2. Committee Members Present: Board of Education Members—Mr. Tim Kery, Mr. Perry Liu, Mrs. Sue Brand and Mr. John Mitola; Superintendent, Dr. David Title; Deputy Superintendent, Mr. Jack Boyle; Director of Operation, Tom Cullen and Director of Elementary Education, Mrs. Anna Cutaia-Leonard.
3. Tom Cullen first reviewed the proposed renovations and upgrades for Riverfield Elementary School. He then took Board of Education members, and members of the public, on a tour of Riverfield Elementary School. During the tour, he highlighted the physical plant needs of the building which would be addressed in future renovations and upgrades.
4. Mr. Mitola moved, seconded by Mr. Kery to approve the minutes of August 30, 2010. Motion carried 2:0:1
5. Jack Boyle provided an update on the enrollment projections and elementary capacity work being conducted by MGT of America. They are considering four methods for enrollment projections: % annual increase model, linear regression model, student per household model and cohort survival model. Additionally, they are working on defining the elementary capacities by reviewing the use of full-size classrooms and any instructional space deficiencies identified in each building. MGT of America came to the district to hold an initial meeting and have followed up with online conferences and phone calls. Initial results should be received some time in November.
6. Tom Cullen reviewed the Long Range Facilities Plan with the committee. He updated pages 9-20 but will need to wait on the work done by MGT of America to revise pages 1-8. While reviewing the work for 10-11, it was noted that the Sherman project has a building committee and received \$50,000 for an architect; funding was received for the Tomlinson project; funding was not approved for the FLHS windows, project is with the Town Facilities Commission; and a follow-up will be necessary for the FWHS roof replacements. A letter will be sent from the BOE to the First Selectman regarding the FWHS roof replacements.

The committee reviewed page 20 of the Long Range Facilities Plan (2011-2012 plans). Various projects that fell under the titles of Operating Budget, Town Capital Improvement and Capital Building Project were discussed. Discussions included moving forward and postponing projects, bundling projects and revisiting the scope of other projects.

7. Upcoming meetings include: November 8 at 5:30 p.m. at Holland Hill; November 22 at 7:00 p.m. at Mill Hill; December 13 at 5:30 p.m. at Dwight.
8. The meeting was adjourned at 9:30 p.m.