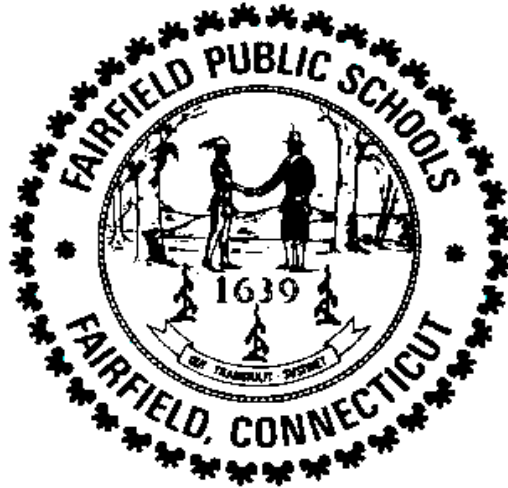


# Fairfield Public Schools



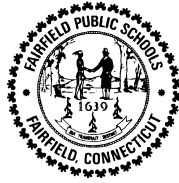
## Strategic Plan

2008 – 2013

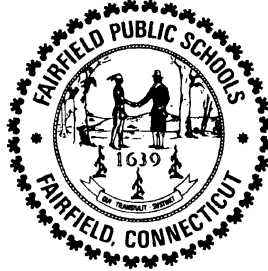
YEAR III 2010 - 2011

# Fairfield Public Schools

## Strategic Plan Core Committee Members

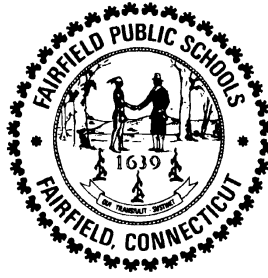


Brenda Anziano  
John Baran  
Drew Barlaam  
John Boyle  
Christopher Bruhl  
Ann Clark  
John Convertito  
James Coyne  
Ann Cronin  
Connee Dawson  
Dyan DeCastro  
Maureen Doyle-Stuhlman  
Patti Dyer  
Marilyn Feranec  
Kenneth Flatto  
Cyndy Foothorap  
Joy Gallagher  
Chris Geissler  
Paul Gillis  
Kevin Kiley  
Alan Lipman  
Diane Melish  
Sarah Morehouse  
Meg Murray  
Michael Paloian  
Gary Rosato  
Terri Samuelson  
Molly Velky  
David Weber  
Robert Wolfe



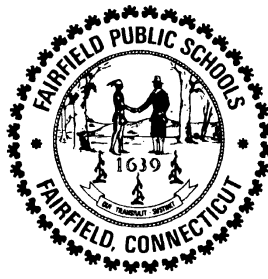
## Fairfield Public Schools' Mission

The mission of the Fairfield Public Schools is to inspire students to acquire the knowledge and skills needed to be life-long learners, responsible citizens, and successful participants in an ever-changing global society by providing, in partnership with families and community, a comprehensive, rigorous educational program.



## **BELIEFS**

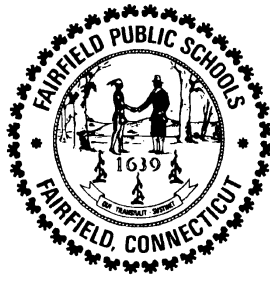
- We believe all individuals can learn.
- We believe high expectations drive high achievement.
- We believe family and community, in partnership, play an essential role in the development and education of a child.
- We believe kindness, respect and compassion enhance life and improve performance.
- We believe that growth occurs when independent thinking, creativity and appropriate risk taking are encouraged.
- We believe valuing and nurturing diversity promotes learning.
- We believe everyone has the ability and responsibility to make a positive difference.
- We believe that positive self image is built through high expectations, honesty and accomplishments.
- We believe that knowledge and skills acquired should be relevant and adaptable for life long learning.
- We believe all students should have equitable access to educational opportunities.
- We believe in promoting a healthy life.
- We believe that collaboration and commitment promote the common good.



## PARAMETERS

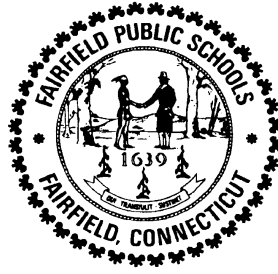
As we strive to achieve our Mission, we will live within the following guidelines:

- We will provide a safe and healthy learning environment.
- We will create learning environments that address the diversity of learning styles and abilities.
- We will treat each individual with dignity and respect.
- We will foster positive home / school relationships.
- We will recruit and retain faculty and staff of the highest quality.
- We will provide and support high quality professional development for all faculty and staff.
- We will ensure that site-based plans are consistent with the Strategic Plan of the district.
- We will practice fiscal responsibility by balancing the needs of our students with the community's willingness and ability to pay.
- We will provide a decision making process that will allow for appropriate input.
- We will lead by example, behaving in an ethical and professional manner.
- We will provide open, timely and effective communication while protecting the rights of confidentiality and privacy.
- We will provide opportunities for community involvement.
- We will seek out meaningful opportunities to promote the respect and understanding of various cultures.
- We will not accept complacency.



## STRATEGIC OBJECTIVES

- All students will achieve academic success as measured by established benchmarks on performance assessments.
- All students will behave in an ethical manner and demonstrate the character attributes of kindness, respect, and compassion.
- All students will graduate from high school.



## **STRATEGIES**

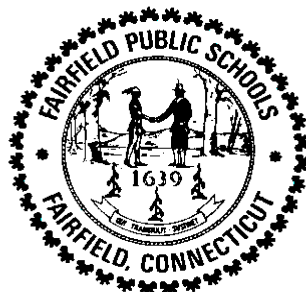
1. We will promote and nurture a sense of community that is ethical, kind, respectful and compassionate.
2. We will obtain and maintain, in a fiscally responsible manner, facilities that support and promote the achievement of our mission and objectives.
3. We will maintain clear lines of communication and delineate roles and responsibilities to foster a partnership of trust and good will.
4. We will seize the opportunities and respond to the challenges of diversity in order to improve learning and our work environments.
5. We will continue to design and implement program improvements that enable our students to maximize the benefits of their educational experience.
6. We will fully integrate technology into our learning and work environments.

# Community



# Fairfield Public Schools

## Community - Action Team Members



**Mary Ann Adams**  
**Laura Bresh**  
**Meg Capodanno**  
**Tony Catapano**  
**Elizabeth Cerney**  
**\*Karen Eaker**  
**Margaret Mary Fitzgerald**  
**\*Kathleen Gallucci**  
**Bret Henkel**  
**Amy Hiltz**  
**John Hopkinson**  
**Patricia Kassay**  
**Andrea Leonardi**  
**\*Glenn Mackno**  
**Bonnie McWain**  
**Sarah Morehouse**  
**Martha Murphy**  
**Randi Oster**  
**Colleen Phelan**  
**Tricia Pifko**  
**Kathleen Rafsky**  
**Rita Thibault**  
**Kelly Urbano**  
**Trudy Vogt**  
  
**\*Co-chair**

# ACTION PLAN

**STRATEGY NUMBER: 1**  
**PLAN NUMBER: 1**

**STRATEGY:** We will promote and nurture a sense of community that is ethical, kind, respectful and compassionate.

**SPECIFIC RESULT:** Implement a PreK – 5 character education program.

| #  | <i><b>ACTION STEP</b></i>  | <i>Assigned to:</i>                               | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|--|---|-----------------------|------------------|------------------------|
| 1. | Integrate the character traits: kindness, respect, and compassion into the educational program including the impact of transformational (e.g. e-mail, texting, my space etc.) technologies on the development of these traits. | Elementary Administrators & K-5 Staff             | 9/2008                | 6/2011           |                        |
| 2. | Provide professional development in the Responsive Classroom for all PreK-5 staff.   | PD Committee & Administration                     | 9/2008                | 9/2011           |                        |
| 3. | Adopt and implement the Responsive Classroom program PreK– 5.  | Elementary Administrators & K-5 Staff             | 9/2008                | 9/2011           |                        |
| 4. | Communicate student progress in social areas in a consistent manner throughout the district.   | Program Committee & Building Administrators       | 9/2008                | 6/2013           |                        |
| 5. | Imbed character education into all curricular areas.   | Curriculum Leaders & Building Administrators      | 9/2008                | 6/2012           |                        |
| 6. | Evaluate the Responsive Classroom program including soliciting feedback from parents, students and teachers.   | Elementary Administrators                         | 9/2008                | 6/2010           | 6/2010                 |
| 7. | Establish a procedure to transition the character education programs PreK – 12.  | Administrative Cabinet                            | 9/2008                | 9/2013           |                        |
| 8. | Evaluate the impact of transformational (e.g. e-mail, texting, my space etc.) technologies on the development of these traits.   | Gr. 3-5 Staff with input from Middle School Staff | 9/2008                | 9/2013           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 1**  
**PLAN NUMBER: 2**

**STRATEGY:** We will promote and nurture a sense of community that is ethical, kind, respectful and compassionate.

**SPECIFIC RESULT:** Implement a 6-8 character education program.

| #  | ACTION STEP  | Assigned to:                                 | Starting Date: | Due Date: | Completed Date: |
|----|--|--|----------------|-----------|-----------------|
| 1. | Integrate the character traits: kindness, respect, and compassion into the educational program including the impact of transformational (e.g. e-mail, texting, my space etc.) technologies on the development of these traits. | Middle School Administrators & 6-8 Staff     | 9/2008         | 6/2011    |                 |
| 2. | Provide professional development in the Habits of Mind for all staff members in grades 6-8.  | PD Committee & Administration                | 9/2008         | 6/2010    | 6/2010          |
| 3. | Develop and implement the Habits of Mind in grades 6-8.  | Middle School Administrators & 6-8 Staff     | 9/2008         | 12/2009   | 12/2009         |
| 4. | Communicate student progress in social areas in a consistent manner throughout the district.   | Program Committee and Administrators         | 9/2008         | 6/2013    |                 |
| 5. | Imbed character education into all curricular areas.   | Curriculum Leaders & Building Administrators | 1/2010         | 6/2012    |                 |
| 6. | Evaluate the Habits of Mind implementation including soliciting feedback from parents, students and teachers.  | Middle School Community Committee            | 9/2009         | 6/2010    | 6/2010          |
| 7. | Establish a procedure to transition the character education programs PreK – 12.  | Administrative Cabinet                       | 9/2008         | 9/2013    |                 |

# ACTION PLAN

**STRATEGY NUMBER: 1**  
**PLAN NUMBER: 3**

**STRATEGY:** We will promote and nurture a sense of community that is ethical, kind, respectful and compassionate.

**SPECIFIC RESULT:** Implement 9-12 character education programs consistent with the standards for accreditation (NEASC).

| #  | ACTION STEP  | Assigned to:                                 | Starting Date: | Due Date: | Completed Date: |
|----|--|--|----------------|-----------|-----------------|
| 1. | Integrate the character traits: kindness, respect, and compassion into the educational program including the impact of transformational (e.g. e-mail, texting, my space etc.) technologies on the development of these traits. | High School Administrators & 9-12 Staff      | 9/2008         | 6/2011    |                 |
| 2. | Provide professional development in 9-12 character education programs.   | PD Committee & High School Administrators    | 4/2010         | 6/2011    |                 |
| 3. | Identify, develop and implement character education programs in grades 9-12.   | H.S. Guidance Department                     | 4/2009         | 6/2011    |                 |
| 4. | Communicate student progress in social areas in a consistent manner throughout the district.   | Program Committee and Administrators         | 9/2009         | 6/2013    |                 |
| 5. | Imbed character education into all curricular areas.   | Curriculum Leaders & Building Administrators | 9/2009         | 6/2012    |                 |
| 6. | Evaluate implementation of the character education program including soliciting feedback from parents, students and teachers.  | High School Administrators & 9-12 Staff      | 4/2009         | 6/2011    |                 |
| 7. | Establish a procedure to transition the character education programs PreK – 12.  | Administrative Cabinet                       | 9/2008         | 9/2013    |                 |

# ACTION PLAN

**STRATEGY NUMBER: 1**  
**PLAN NUMBER: 4**

**STRATEGY:** We will promote and nurture a sense of community that is ethical, kind, respectful and compassionate.

**SPECIFIC RESULT:** Create PreK –12 parent education programs to further develop skills and strategies in order to promote socially responsible children and future adults.

| #  | <b>ACTION STEP</b>  | <i>Assigned to:</i> | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|---------------------|-----------------------|------------------|------------------------|
| 1. | Develop and implement a needs assessment for parents.   | Community Committee | 9/2009                | 6/2010           | 6/2010 Survey          |
| 2. | Develop and implement developmentally appropriate programs that address the areas of need as identified in the parent assessment as well as those areas identified by staff and students. | Community Committee | 9/2010                | 6/2012           |                        |
| 3. | Develop and implement a flexible schedule of meetings for parent in-service.  | Community Committee | 9/2010                | 6/2012           |                        |
| 4. | Evaluate the effectiveness of the programs.   | Community Committee | 9/2012                | 6/2013           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 1**  
**PLAN NUMBER: 5**

**STRATEGY:** We will promote and nurture a sense of community that is ethical, kind, respectful and compassionate.

**SPECIFIC RESULT:** Provide school based volunteer service activities for students PreK-12.

| #  | <i><b>ACTION STEP</b></i>  | <i>Assigned to:</i> | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|--|---------------------|-----------------------|------------------|------------------------|
| 1. | Identify safe and meaningful volunteer service opportunities that help students connect these character traits to their service. | Community Committee | 9/2012                | 6/2013           |                        |
| 2. | Identify agencies that provide support for volunteer service activities and share this information with students.                | Community Committee | 6/2012                | 11/2013          |                        |
| 3. | Solicit support for implementing volunteer service projects from parents, faculty, staff and students.                           | Community Committee | 9/2012                | 6/2013           |                        |
| 4. | Collect and report data on all volunteer service involvement.  | Community Committee | 4/2013                | 6/2013           |                        |
| 5. | Evaluate the volunteer service program.  | Community Committee | 5/2013                | 6/2013           |                        |
| 6. | Establish and implement a system that recognizes students and staff for their volunteer service efforts.                         | Community Committee | 4/2013                | 6/2013           |                        |
| 7. | Examine the potential for high school credit for volunteer service.  | Community Committee | 9/2012                | 6/2013           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 1**  
**PLAN NUMBER: 6**

**STRATEGY:** We will promote and nurture a sense of community that is ethical, kind, respectful and compassionate.

**SPECIFIC RESULT:** Parents and staff (grades PreK-12) will be educated on standards of student behavior.

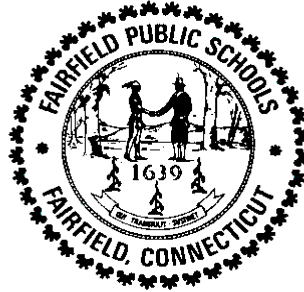
| #  | <b><i>ACTION STEP</i></b>  | <i>Assigned to:</i> | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|--|---------------------|-----------------------|------------------|------------------------|
| 1. | A comprehensive committee will establish district wide standards for student behavior PreK-12. | Community Committee | 9/2010                | 6/2011           |                        |
| 2. | Schools will communicate the district wide standards to their parents.                         | Community Committee | 9/2011                | 10/2011          |                        |
| 3. | Students, parents and staff will acknowledge their understanding of the standards.             | Community Committee | 9/2011                | 10/2011          |                        |

# Facilities



# Fairfield Public Schools

## Facilities - Action Team Members



**John Convertito**  
**\*Tom Cullen**  
**Cathy Davis**  
**Judy Ewing**  
**Amy Ficke**  
**Pamela Iacono**  
**John Llewellyn**  
**Christina Marson**  
**Sal Morabito**  
**Theodore Ostrowski**  
**Peter Tallman**  
**\*Amy Ulness**

**\*Co-chair**

# ACTION PLAN

**STRATEGY NUMBER: 2**  
**PLAN NUMBER: 1**

**STRATEGY:** We will obtain and maintain, in a fiscally responsible manner, facilities that support and promote the achievement of our Mission and Objectives.

**SPECIFIC RESULT:** Achieve equity among facilities at all grade levels.

| #  | <i><b>ACTION STEP</b></i>   | <i>Assigned to:</i>  | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|--|-----------------------|------------------|------------------------|
| 1. | Provide dedicated appropriate space for all special programs (i.e. special education, art, music and science labs). | BOE Sub-Committee for Facilities, Technology and Long Term Planning (both 1&2) | 11/2008               | 6/2012           |                        |
| 2. | Provide for adequate storage space in all learning and work environments.   | BOE Sub-Committee for Facilities, Technology and Long Term Planning (both 1&2) | 3/2007                | 6/2013           |                        |
| 3. | Maximize the use of all classrooms.   | Central Office   | 1/2008                | 6/2010           | 6/6/2010               |
| 4. | Update and review the plan for the maintenance of all playgrounds and fields.                                       | Director of Operations   | 3/2005                | 6/2010           | 3/15/2008              |

# ACTION PLAN

**STRATEGY NUMBER: 2**  
**PLAN NUMBER: 2**

**STRATEGY:** We will obtain and maintain, in a fiscally responsible manner, facilities that support and promote the achievement of our Mission and Objectives.

**SPECIFIC RESULT:** Utilize / optimize existing space (capacity).

| #  | ACTION STEP  | Assigned to:   | Starting Date: | Due Date: | Completed Date: |
|----|--|--|----------------|-----------|-----------------|
| 1. | Develop and implement a plan that reduces the dependence on portables.                                       | Director of Operations   | 3/2008         | 9/2010    | 7/10/2008       |
| 2. | Develop and implement a redistricting plan that optimizes school space, if necessary.                        | BOE Sub-Committee for Facilities Technology & Long-Term Planning | 3/2009         | 9/2011    |                 |
| 3. | Examine the neighborhood schools concept and determine its feasibility in meeting the needs of the district. | Director of Operations   | 1/2008         | 1/2010    | 5/5/2010        |

# ACTION PLAN

**STRATEGY NUMBER: 2**  
**PLAN NUMBER: 3**

**STRATEGY:** We will obtain and maintain, in a fiscally responsible manner, facilities that support and promote the achievement of our Mission and Objectives.

**SPECIFIC RESULT:** Maintain and / or upgrade safety and security in all facilities.

| #  | <i><b>ACTION STEP</b></i>  | <i>Assigned to:</i>                        | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|--|--|-----------------------|------------------|------------------------|
| 1. | Review the latest security / safety audits and develop a schedule for implementation of recommendations.                   | Manager of Construction, Security & Safety | 10/2007               | 6/2009           | 10/9/2009              |
| 2. | Develop and implement safe traffic patterns at all school facilities.  | Director of Operations                     | 9/2007                | 9/2010           | 4/15/2010              |
| 3. | Evaluate American Disability Act / United Federal Accessibility Standards compliance and make improvements as appropriate. | Manager of Construction, Security & Safety | 10/2006               | 6/2011           |                        |
| 4. | Continually update and communicate, as appropriate, emergency plans for all facilities.                                    | Facilities Committee                       | 10/2008               | 9/2009           | 6/2009                 |
| 5. | Develop contingency plans for a catastrophic loss of a building or portion of a building.                                  | Facilities Committee                       | 10/2008               | 9/2009           | 6/2009                 |

# ACTION PLAN

**STRATEGY NUMBER: 2**  
**PLAN NUMBER: 4**

**STRATEGY:** We will obtain and maintain, in a fiscally responsible manner, facilities that support and promote the achievement of our Mission and Objectives.

**SPECIFIC RESULT:** Maximize energy conservation and recycling.

| #  | <i><b>ACTION STEP</b></i>   | <i>Assigned to:</i>    | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|------------------------|-----------------------|------------------|------------------------|
| 1. | Continue to update the plan that maximizes energy conservation and recycling.                         | Director of Operations | 5/2006                | 3/2012           | 6/8/2010               |
| 2. | Communicate the plan to all members of the educational and greater community.                         | Central Office         | 10/2011               | 3/2011           |                        |
| 3. | Include alternative energy sources in all educational specifications to maximize energy conservation. | Director of Operations | 9/2008                | 6/2009           | 10/2009                |

# ACTION PLAN

**STRATEGY NUMBER: 2**  
**PLAN NUMBER: 5**

**STRATEGY:** We will obtain and maintain, in a fiscally responsible manner, facilities that support and promote the achievement of our Mission and Objectives.

**SPECIFIC RESULT:** Obtain permanent locations for currently leased facilities.

| #  | <i><b>ACTION STEP</b></i>   | <i>Assigned to:</i>    | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|------------------------|-----------------------|------------------|------------------------|
| 1. | Identify all leased space and contracted obligations.                         | Director of Operations | 7/2004                | 6/2008           | 10/2009                |
| 2. | Develop and implement a plan to reduce dependence on leased space.            | Director of Operations | 8/2008                | 3/2012           | 10/1/2009              |
| 3. | Communicate the plan to all members of the educational and greater community. | Central Office         | 10/2011               | 3/2012           | 10/1/2009              |

# ACTION PLAN

**STRATEGY NUMBER: 2**  
**PLAN NUMBER: 6**

**STRATEGY:** We will obtain and maintain, in a fiscally responsible manner, facilities that support and promote the achievement of our Mission and Objectives.

**SPECIFIC RESULT:** Enhance the technology integration in all facilities.

| #  | <b><i>ACTION STEP</i></b>   | <i>Assigned to:</i>  | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|----------------------|-----------------------|------------------|------------------------|
| 1. | Develop and implement a plan for the integration of wireless technology in all facilities.        | Technology Committee | 10/2008               | 1/2009           | 10/2009                |
| 2. | Ensure that the infrastructure of all school buildings facilitates the integration of technology. | Technology Committee | 1/2009                | 9/2009           | 10/2009                |

# ACTION PLAN

**STRATEGY NUMBER: 2**  
**PLAN NUMBER: 7**

**STRATEGY:** We will obtain and maintain, in a fiscally responsible manner, facilities that support and promote the achievement of our Mission and Objectives.

**SPECIFIC RESULT:** Establish a long-term planning process as it relates to facilities.

| #  | <b>ACTION STEP</b>   | <i>Assigned to:</i>  | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|--|--|-----------------------|------------------|------------------------|
| 1. | Develop and implement a process for long-term, on-going planning that utilizes updated enrollment projections and town improvement projects. | BOE Sub-Committee for Facilities Technology & Long-Term Planning | 1/2008                | 7/2008           | Adopted 7/10/2008      |



# ACTION PLAN

**STRATEGY NUMBER: 2**  
**PLAN NUMBER: 8**

**STRATEGY:** We will obtain and maintain, in a fiscally responsible manner, facilities that support and promote the achievement of our Mission and Objectives.

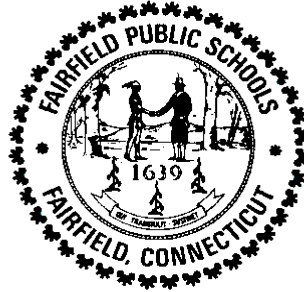
**SPECIFIC RESULT:** Update and implement the comprehensive maintenance program.

| #  | ACTION STEP  | Assigned to:           | Starting Date: | Due Date: | Completed Date: |
|----|--|------------------------|----------------|-----------|-----------------|
| 1. | Determine and implement proper staffing levels.                                      | Director of Operations | 8/2008         | 8/2011    |                 |
| 2. | Update current Preventative Maintenance Program.                                     | Director of Operations | 6/2006         | 7/2008    | 5/1/2008        |
| 3. | Integrate facility standards into new facility projects.                             | Director of Operations | 3/2008         | 6/2008    | 6/30/2008       |
| 4. | Develop and implement a plan for proper storage areas for all maintenance equipment. | Manager of Facilities  | 2/2007         | 6/2013    |                 |
| 5. | Complete a needs assessment for maintenance equipment.                               | Manager of Facilities  | 9/2008         | 6/2011    |                 |
| 6. | Develop and implement a plan based on the needs assessment.                          | Director of Operations | 7/2010         | 6/2012    |                 |

# Communication

# **Fairfield Public Schools**

## **Communication - Action Team Members**



**Christine Brown**  
**Marlene Cavagnuolo**  
**Steve DeAngelo**  
**Jack Dellapiano**  
**David Ebling**  
**Marilyn Feranec**  
**Joy Gallagher**  
**Jessica Gerber**  
**Susan Glidden**  
**Tamara Guarino**  
**Jennifer Jacobson**  
**\*Brian Kelehan**  
**Marcus Laurie**  
**Kristina Martineau**  
**Betty Ann O'Shaughnessy**  
**Beth Posner**  
**Emily Sherwood**  
**\*Carol Spangler**  
**Nancy von Euler**

**\*Co-chair**

# ACTION PLAN

**STRATEGY NUMBER: 3**  
**PLAN NUMBER: 1**

**STRATEGY:** We will maintain clear lines of communication and delineate roles and responsibilities to foster a partnership of trust and good will.

**SPECIFIC RESULT:** Roles and responsibilities are clearly defined, communicated and made available.

| #  | <b>ACTION STEP</b>   | <i>Assigned to:</i>                        | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|--|--|-----------------------|------------------|------------------------|
| 1. | Define roles and responsibilities for all stakeholders (e.g., Board of Education members, administration, faculty, parents, and students). | Communication Committee                    | 9/2008                | 10/2009          |                        |
| 2. | Create a flowchart to depict roles and responsibilities.   | Communication Committee                    | 9/2008                | 10/2009          |                        |
| 3. | Create a system to make roles and responsibilities available to all stakeholders.  | Communication Committee                    | 9/2008                | 12/2010          |                        |
| 4. | Develop an ongoing process for informing and educating the community about roles and responsibilities.                                     | Communication Committee with IT Department | 9/2008                | 12/2010          |                        |

# ACTION PLAN

**STRATEGY NUMBER: 3**  
**PLAN NUMBER: 2**

**STRATEGY:** We will maintain clear lines of communication and delineate roles and responsibilities to foster a partnership of trust and good will.

**SPECIFIC RESULT:** Review protocols for problem solving at all levels.

| #  | <b>ACTION STEP</b>  | <i>Assigned to:</i>     | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|-------------------------|-----------------------|------------------|------------------------|
| 1. | Review current protocols for problem resolution at all levels and establish protocols where needed. | Communication Committee | 9/2009                | 6/2011           |                        |
| 2. | Establish a system for communicating the protocols.   | Communication Committee | 9/2010                | 6/2011           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 3**  
**PLAN NUMBER: 3**

**STRATEGY:** We will maintain clear lines of communication and delineate roles and responsibilities to foster a partnership of trust and good will.

**SPECIFIC RESULT:** Establish a framework for a transparent and inclusive decision-making process that engages constituents.

| #  | <b>ACTION STEP</b>  | <i>Assigned to:</i>     | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|-------------------------|-----------------------|------------------|------------------------|
| 1. | Create an inclusive, efficient and clear framework for decision making within the Fairfield Public Schools. | Communication Committee | 9/2011                | 6/2012           |                        |
| 2. | Identify the appropriate application of this framework across the school system.                            | Communication Committee | 9/2011                | 6/2012           |                        |
| 3. | Communicate the decision making process.  | Communication Committee | 9/2011                | 6/2012           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 3**  
**PLAN NUMBER: 4**

**STRATEGY:** We will maintain clear lines of communication and delineate roles and responsibilities to foster a partnership of trust and good will.

**SPECIFIC RESULT:** Develop a climate of engagement and mutual respect between the Board Of Education and the public.

| #  | <i><b>ACTION STEP</b></i>  | <i>Assigned to:</i>     | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|--|-------------------------|-----------------------|------------------|------------------------|
| 1. | Review the operating procedures of the Board of Education to ensure engagement and foster a sense of mutual respect. | Communication Committee | 9/2009                | 12/2010          |                        |
| 2. | Communicate the operating procedures.  | Communication Committee | 6/2009                | 12/2010          |                        |

# ACTION PLAN

**STRATEGY NUMBER: 3**  
**PLAN NUMBER: 5**

**STRATEGY:** We will maintain clear lines of communication and delineate roles and responsibilities to foster a partnership of trust and good will.

**SPECIFIC RESULT:** Develop and implement a communication plan that engages all community groups.

| #  | <i><b>ACTION STEP</b></i>   | <i>Assigned to:</i>                     | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|---|-----------------------|------------------|------------------------|
| 1. | Evaluate current communication efforts with constituency groups for effectiveness.                | Communication Committee                 | 9/2008                | 1/2011           |                        |
| 2. | Develop recommendations for improved communication.   | Communication Committee                 | 9/2008                | 1/2012           |                        |
| 3. | Utilize a wide range of media tools to distribute information about the Fairfield Public Schools. | Communication Committee & IT Department | 9/2008                | 1/2012           |                        |



# ACTION PLAN

**STRATEGY NUMBER: 3**  
**PLAN NUMBER: 6**

**STRATEGY:** We will maintain clear lines of communication and delineate roles and responsibilities to foster a partnership of trust and good will.

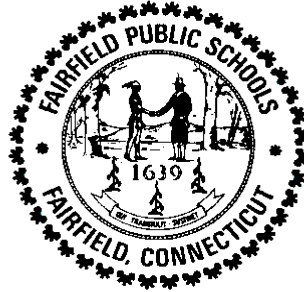
**SPECIFIC RESULT:** Ensure a culture of trust and good will.

| #  | <i><b>ACTION STEP</b></i>   | <i>Assigned to:</i>     | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|-------------------------|-----------------------|------------------|------------------------|
| 1. | Establish a means for evaluating the level of respect, trust and good will between the school system and the community. | Communication Committee | 9/2010                | 6/2013           |                        |
| 2. | Evaluate the level of respect, trust and good will between the school system and the community.                         | Communication Committee | 9/2010                | 6/2013           |                        |
| 3. | Provide professional development that supports leadership growth for all in building a culture of trust and good will.  | Communication Committee | 9/2010                | 6/2013           |                        |

# Diversity

# Fairfield Public Schools

## Diversity - Action Team Members



**Wendy Anderson-Brachfeld**

**\*Dale Bernardoni**

**Paulette Cavanaugh**

**David Collins**

**Dyan DeCastro**

**Trudi Durrell**

**Johanna Farrell**

**Carrie Geer**

**Barbara Giaquinto**

**Richard Joslin**

**Lauran Lanham**

**Ann Leffert**

**\*Ellory Plotkin**

**Katy Rosenfeld**

**Margaret Ruff**

**Yogesh Sadarangani**

**Donna Spigarolo**

**Gerry Stuhlman**

**\*Co-chair**

# ACTION PLAN

**STRATEGY NUMBER: 4**  
**PLAN NUMBER: 1**

**STRATEGY:** We will seize the opportunities and respond to the challenges of diversity in order to improve learning and our work environments.

**SPECIFIC RESULT:** To improve and implement a district curriculum that recognizes, appreciates and utilizes the diversity of our students, staff, families and community at large.

| #  | <i><b>ACTION STEP</b></i>   | <i>Assigned to:</i>                              | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|--|-----------------------|------------------|------------------------|
| 1. | Designate a central individual to coordinate district-wide efforts to identify areas in the district's curriculum frameworks that address diversity and to recommend expansion where appropriate. | Director of Curriculum, Instruction & Assessment | 9/2010                | 6/2011           |                        |
| 2. | Develop curriculum about differences that raises awareness, promotes acceptance and differentiates instruction based on the various learning styles of a diverse student population.              | Director of Curriculum, Instruction & Assessment | 9/2010                | 6/2012           |                        |
| 3. | Create interdisciplinary units that raise awareness and foster acceptance of differences, including but not limited to multicultural differences and disabilities.                                | Director of Curriculum, Instruction & Assessment | 9/2011                | 6/2012           |                        |
| 4. | Create, develop and implement partnerships with schools within the district and schools in other communities.   | Administrative Cabinet                           | 9/2009                | 6/2011           |                        |
| 5. | Designate a central individual to coordinate district-wide efforts in diversity.  | Strategic Plan Diversity Committee               | 10/2008               | 10/2008          | 10/2008                |
| 6. | Designate a central individual to coordinate ELL programs and curricula for students, parents and staff.  | Central Office                                   | 1/2009                | 6/2009           | 6/2009                 |
| 7. | Allocate resources for materials and programs to help teach about differences and differentiate instruction according to learning styles.   | Director of Curriculum, Instruction & Assessment | 9/2009                | 6/2011           |                        |
| 8. | Develop and implement a plan to expand public preschool programming.  | Director of Elementary Education                 | 5/2008                | 6/2009           | 6/2009                 |

# ACTION PLAN

**STRATEGY NUMBER: 4**  
**PLAN NUMBER: 2**

**STRATEGY:** We will seize the opportunities and respond to the challenges of diversity in order to improve learning and our work environments.

**SPECIFIC RESULT:** Create a comprehensive connection among district professional development programs to enhance diversity awareness.

| #  | ACTION STEP   | Assigned to:  | Starting Date: | Due Date: | Completed Date: |
|----|---|---|----------------|-----------|-----------------|
| 1. | Provide professional development that supports instruction regarding diversity based on a needs assessment.   | Strategic Plan Diversity Committee                  | 1/2009         | 6/2011    |                 |
| 2. | Identify building and community human resources to link assessment needs with providers.  | Strategic Plan Diversity Committee                  | 9/2010         | 6/2011    |                 |
| 3. | Allocate funding through the district budget and other revenue streams, establishing priorities based on feedback from a needs assessment.              | Central Office                                      | 12/2009        | 6/2012    |                 |
| 4. | Research, identify and implement teaching strategies and best practices that utilize awareness in addressing various diversity issues in the classroom. | Administrative Cabinet                              | 12/2009        | 6/2012    |                 |
| 5. | Research and implement best practices in differentiated instruction and incorporate them into classroom activities.                                     | Administrative Cabinet                              | 12/2009        | 6/2012    |                 |
| 6. | Link resources and share effective diversity professional development activities among schools and across levels.                                       | Strategic Plan Diversity Committee & P.D. Committee | 12/2009        | 6/2012    |                 |
| 7. | Incorporate diversity into individual building and district professional development plans.   | Administrative Cabinet                              | 9/2010         | 6/2011    |                 |
| 8. | Ensure a process for professional development that focuses on instructing the various diverse students in the classroom.                                | P.D. Committee                                      | 12/2009        | 6/2011    |                 |

# ACTION PLAN

**STRATEGY NUMBER: 4**  
**PLAN NUMBER: 3**

**STRATEGY:** We will seize the opportunities and respond to the challenges of diversity in order to improve learning and our work environments.

**SPECIFIC RESULT:** Promote diversity within each Fairfield Public School, among the schools, and within the Fairfield community in conjunction with the Fairfield business community.

| #  | <b>ACTION STEP</b>  | <i>Assigned to:</i>                | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|------------------------------------|-----------------------|------------------|------------------------|
| 1. | Establish "pen pals" within the Fairfield Public Schools, other schools in CT and/or around the world so children of different backgrounds can learn more about each other.                       | Strategic Plan Diversity Committee | 1/2010                | 6/2013           |                        |
| 2. | Conduct distance learning to help further integrate students within and between districts.  | Strategic Plan Diversity Committee | 1/2010                | 6/2013           |                        |
| 3. | Bring diverse populations together through sports and the arts.   | Strategic Plan Diversity Committee | 1/2010                | 6/2013           |                        |
| 4. | Encourage student council and service group involvement in promoting diversity within each school.  | Strategic Plan Diversity Committee | 1/2010                | 6/2013           |                        |
| 5. | Designate a Diversity Chairperson for each PTA to promote diversity and invite parents to observe, volunteer, participate in specialized activities and publicize events.                         | Strategic Plan Diversity Committee | 6/2011                | 6/2012           |                        |
| 6. | Solicit parent/community involvement to write about topics related to diversity and create a newsletter that promotes diversity within Fairfield Public Schools, the town and other area schools. | Strategic Plan Diversity Committee | 9/2012                | 6/2013           |                        |
| 7. | Publish website pages for the Fairfield Public Schools and the town's sites that address and promote what is being done within the district.  | Administrative Cabinet             | 9/2012                | 6/2013           |                        |
| 8. | Engage businesses that help the school district address and reflect diversity.  | Central Office                     | 9/2012                | 6/2013           |                        |
| 9. | Provide translation and interpretation of important print materials.  | Central Office                     | 9/2010                | 6/2011           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 4**  
**PLAN NUMBER: 4**

**STRATEGY:** We will seize the opportunities and respond to the challenges of diversity in order to improve learning and our work environments.

**SPECIFIC RESULT:** Increase community involvement in diversity programs and events.

| #  | ACTION STEP   | Assigned to:                  | Starting Date: | Due Date: | Completed Date: |
|----|---|-------------------------------|----------------|-----------|-----------------|
| 1. | Create a broad based school community task force to evaluate district needs and to coordinate efforts and events that foster diversity awareness.                                       | Cultural Diversity Task Force | 1/2010         | 6/2011    |                 |
| 2. | Solicit parent/community involvement in diversity-related classroom opportunities.  | Administrative Cabinet        | 9/2010         | 6/2011    |                 |
| 3. | Promote intergenerational exchanges by inviting citizens to observe instruction, attend performances, and share their life experiences.   | Administrative Cabinet        | 9/2011         | 6/2012    |                 |
| 4. | Create partnerships with local businesses and civic groups to support town-wide diversity activities by creating a directory of speakers, potential mentors and by establishing grants. | Central Office                | 9/2011         | 6/2012    |                 |
| 5. | Develop programming in conjunction with area universities that links college faculty and students with Fairfield Public Schools students, families and projects.                        | Central Office                | 9/2011         | 6/2012    |                 |
| 6. | Collaborate with faith-based organizations to further community awareness and understanding of diverse beliefs.   | Central Office                | 9/2011         | 6/2012    |                 |
| 7. | Involve all forms of media to increase community awareness of celebrations related to diversity initiatives.  | Central Office                | 9/2012         | 6/2013    |                 |

# Programs



# Fairfield Public Schools

## Program - Action Team Members



**Wendy Accomando**  
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**Cheryl Beatty**  
**\*Sue Brand**  
**Kevin Chase**  
**Connee Dawson**  
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**Nancy Hanlon**  
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**Monica Jain**  
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**Alan Lipman**  
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**Franklyn MacLean**  
**Michelle Norris**  
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**Teresa Samuelson**  
**Ileana Scerbo**  
**Kristin Schleiter**  
**Analisa Sherman**  
**Dru Walters**  
**Debra Westerback**  
**\*Co-chair**

# ACTION PLAN

**STRATEGY NUMBER: 5**  
**PLAN NUMBER: 1**

**STRATEGY:** We will continue to design and implement program improvements that enable our students to maximize the benefits of their educational experience.

**SPECIFIC RESULT:** Provide for high quality and appropriate special education staff.

| #  | <i><b>ACTION STEP</b></i>   | <i>Assigned to:</i>                             | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|---|-----------------------|------------------|------------------------|
| 1. | Continue to evaluate the staffing levels for students requiring special services.         | Special Education Department                    | 9/2009                | 6/2010           | 6/2010                 |
| 2. | Develop and implement a service model continuum for special education services.           | Special Education Department                    | 9/2009                | 6/2010           | 6/2010                 |
| 3. | Enhance district parent education in the area of special education.                       | Special Education Department                    | 9/2009                | 6/2011           |                        |
| 4. | Determine appropriate staffing and program needs within the Special Education Department. | Special Education Department                    | 9/2009                | 6/2010           | 6/2010                 |
| 5. | Include professional development on special education at the new teacher induction.       | Special Education & Human Resources Departments | 3/2008                | 9/2011           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 5**  
**PLAN NUMBER: 2**

**STRATEGY:** We will continue to design and implement program improvements that enable our students to maximize the benefits of their educational experience.

**SPECIFIC RESULT:** Support the delivery of differentiated instruction at all levels.

| #  | <b>ACTION STEP</b>  | <i>Assigned to:</i>     | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|-------------------------|-----------------------|------------------|------------------------|
| 1. | Identify and assess current practices regarding differentiated instruction at all levels. | Building Administration | 9/2008                | 6/2011           |                        |
| 2. | Provide professional development to promote differentiated instruction at all levels.     | PD Committee            | 9/2008                | 6/2011           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 5**  
**PLAN NUMBER: 3**

**STRATEGY:** We will continue to design and implement program improvements that enable our students to maximize the benefits of their educational experience.

**SPECIFIC RESULT:** Evaluate the effectiveness and consistency of student support programming across the district.

| #   | ACTION STEP  | Assigned to:   | Starting Date: | Due Date: | Completed Date: |
|-----|--|--|----------------|-----------|-----------------|
| 1.  | Design a Response to Intervention Plan (RTI) and implement the program system-wide.                                    | Administrative Cabinet                               | 9/2008         | 6/2011    |                 |
| 2.  | Provide professional development for RTI.  | PD Committee   | 9/2008         | 6/2010    | 6/2010          |
| 3.  | Review current procedures in the school district's early intervention program.   | K-6 LA Curriculum Leader                             | 9/2008         | 6/2010    | 6/2010          |
| 4.  | Implement recommended changes in the early intervention program and ensure that the program is consistent system-wide. | K-6 LA Curriculum Leader & Language Arts Specialists | 9/2008         | 6/2010    | 6/2010          |
| 5.  | Review the system for ensuring positive transitions for students from one grade / school to another.                   | Administrative Cabinet                               | 9/2008         | 6/2011    |                 |
| 6.  | Implement recommended changes in the transition program.   | Building Admin.                                      | 9/2008         | 6/2011    |                 |
| 7.  | Evaluate current student support systems and make recommendations for changes.   | Special Education & Curriculum Departments           | 9/2010         | 6/2012    |                 |
| 8.  | Implement recommended changes in the student support system.   | Special Education & Curriculum Departments           | 9/2011         | 6/2012    |                 |
| 9.  | Assess district alternative education needs.   | Director of Special Education                        | 9/2007         | 9/2008    | 9/2008          |
| 10. | Implement changes recommended from the assessment.   | Director of Special Education                        | 9/2007         | 9/2008    | 9/2008          |

# ACTION PLAN

**STRATEGY NUMBER: 5**  
**PLAN NUMBER: 4**

**STRATEGY:** We will continue to design and implement program improvements that enable our students to maximize the benefits of their educational experience.

**SPECIFIC RESULT:** Provide appropriate instructional time and staffing for all curricular areas K-8.

| #  | <i><b>ACTION STEP</b></i>   | <i>Assigned to:</i> | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|---------------------|-----------------------|------------------|------------------------|
| 1. | Evaluate current practices in K-8 schools relative to the use of time and staffing levels.  | Program Committee   | 9/2009                | 6/2011           |                        |
| 2. | Research best practices relative to the use of time and staffing levels, K-8.   | Program Committee   | 9/2009                | 6/2011           |                        |
| 3. | Research staffing levels and alternate scheduling for strings, band, general music, art, physical education and world language K-8. | Program Committee   | 9/2012                | 6/2013           |                        |
| 4. | Make recommendations and implement the appropriate best practices relative to the use of time K-8.                                  | Program Committee   | 9/2010                | 6/2011           |                        |
| 5. | Determine best practice for time requirements for core academic subjects.   | Program Committee   | 9/2009                | 6/2011           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 5**  
**PLAN NUMBER: 5**

**STRATEGY:** We will continue to design and implement program improvements that enable our students to maximize the benefits of their educational experience.

**SPECIFIC RESULT:** Evaluate the professional development opportunities on an on-going basis to determine effectiveness and future planning.

| #  | <i><b>ACTION STEP</b></i>   | <i>Assigned to:</i>                             | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|---|-----------------------|------------------|------------------------|
| 1. | Develop a needs assessment of the professional staff and implement on an on-going basis.                        | Director of Curriculum Instruction & Assessment | 5/2008                | 6/2008           | 6/2008                 |
| 2. | Link professional development to district curriculum goals within the Curriculum Management Cycle.              | PD Committee                                    | 9/2008                | 6/2009           | 6/2009                 |
| 3. | Allow for teacher input in the selection of professional development.   | PD Committee                                    | 9/2008                | 6/2009           | 6/2009                 |
| 4. | Utilize alternative professional development opportunities and follow-up support through the use of technology. | PD Committee                                    | 9/2010                | 6/2011           |                        |
| 5. | Evaluate the Tuesday / Wednesday calendar to determine the effectiveness of the model.                          | PD Committee                                    | 9/2008                | 6/2009           | 6/2009                 |
| 6. | Implement changes consistent with the collective bargaining agreement.  | PD Committee                                    | 9/2008                | 6/2009           | 6/2009                 |
| 7. | Develop a standardized set of professional development experiences for teachers new to their assignment.        | PD Committee & Human Resources Department       | 9/2009                | 6/2011           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 5**  
**PLAN NUMBER: 6**

**STRATEGY:** We will continue to design and implement program improvements that enable our students to maximize the benefits of their educational experience.

**SPECIFIC RESULT:** Develop programs that challenge all students to high levels of achievement.

| #  | <b>ACTION STEP</b>  | <i>Assigned to:</i>                          | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|--|-----------------------|------------------|------------------------|
| 1. | Use the findings of research to develop programs that motivate all students.  | Program Committee                            | 9/2010                | 6/2012           |                        |
| 2. | Develop ways to improve and promote the parent / student / teacher connection so that all students benefit from positive home / school communication.                   | Program Committee                            | 9/2010                | 6/2012           |                        |
| 3. | Continue to monitor and assess placement / leveling practices and flexible grouping of students in order to promote appropriate instruction K-12.                       | Building Administrators                      | 9/2008                | 6/2011           |                        |
| 4. | Promote the use of the Professional Learning Community model to improve student achievement and align standards and expectations across grade levels and content areas. | Building Administrators & Curriculum Leaders | 9/2008                | 6/2012           |                        |
| 5. | Develop and promote the use of common assessments, benchmarks and homework standards in all curriculum areas.   | Curriculum Leaders & Building Administrators | 9/2008                | 6/2012           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 5**  
**PLAN NUMBER: 7**

**STRATEGY:** We will continue to design and implement program improvements that enable our students to maximize the benefits of their educational experience.

**SPECIFIC RESULT:** Develop a system to evaluate and enhance the pre K-12 programs in light of the Pre K-16 initiative.

| #  | <i><b>ACTION STEP</b></i>   | <i>Assigned to:</i>                              | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|--|-----------------------|------------------|------------------------|
| 1. | Develop a plan to connect students and staff with local and regional institutions of higher learning as a means of understanding the skills needed for future success.                        | High School Administration & Program Committee   | 9/2009                | 6/2012           |                        |
| 2. | Develop a plan to connect students and staff with local and regional companies as a means of understanding the skills needed for future success.  | High School Administration & Program Committee   | 9/2009                | 6/2012           |                        |
| 3. | Utilize external organizations to provide feedback on our programs.   | Director of Curriculum, Instruction & Assessment | 9/2008                | 6/2010           | 6/2010                 |
| 4. | Evaluate and make recommendations regarding our vocational programs.  | Perkins Advisory Board                           | 9/2009                | 6/2011           |                        |
| 5. | Develop a means of obtaining information from recent graduates to understand their perceptions of preparation for postgraduate study or work and use the information to improve our programs. | High School Administration & Program Committee   | 9/2008                | 6/2011           |                        |



# ACTION PLAN

**STRATEGY NUMBER: 5**  
**PLAN NUMBER: 8**

**STRATEGY:** We will continue to design and implement program improvements that enable our students to maximize the benefits of their educational experience.

**SPECIFIC RESULT:** Evaluate our current summer school offerings and develop improvement plans that supplement and enrich our regular education program.

| #  | <i><b>ACTION STEP</b></i>  | <i>Assigned to:</i>   | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|--|---|-----------------------|------------------|------------------------|
| 1. | Review and if necessary, define the goals and objectives of the summer program and develop offerings to meet those goals and objectives. | Directors of Elementary Education & Curriculum Instruction & Assessment (CIA) | 9/2008                | 6/2009           | 6/2010                 |
| 2. | Evaluate the current summer school offerings for alignment with the curriculum.  | Curriculum Leaders & Director of CIA  | 9/2008                | 6/2010           | 6/2010                 |
| 3. | Develop and implement a plan to improve teacher orientation for summer school.   | Curriculum Leaders & Director of CIA  | 9/2009                | 6/2010           | 6/2010                 |
| 4. | Identify exemplary practices in other summer school programs.  | Curriculum Leaders & Director of CIA  | 9/2009                | 6/2010           | 6/2010                 |
| 5. | Explore the use of technology in developing summer school courses.   | Curriculum Leaders & Director of CIA  | 9/2010                | 6/2011           |                        |
| 6. | Develop a means to assess the program at the end of each summer.   | Curriculum Leaders & Director of CIA  | 9/2010                | 6/2011           |                        |
| 7. | Investigate mini courses within the summer school program.   | Curriculum Leaders & Director of CIA  | 9/2008                | 6/2011           |                        |
| 8. | Evaluate current communication systems related to summer school and develop new and improved systems as appropriate.                     | Curriculum Leaders & Director of CIA  | 9/2010                | 6/2011           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 5**  
**PLAN NUMBER: 9**

**STRATEGY:** We will continue to design and implement program improvements that enable our students to maximize the benefits of their educational experience.

**SPECIFIC RESULT:** Evaluate the current Gifted and Talented program and develop an improvement plan.

| #  | <i><b>ACTION STEP</b></i>  | <i>Assigned to:</i>                              | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|--|--|-----------------------|------------------|------------------------|
| 1. | Examine exemplary models of K-12 gifted education through research and the utilization of statewide resources.   | Central Office Administration & Gifted Committee | 9/2009                | 6/2010           | 6/2010                 |
| 2. | Review the goals and objectives of the current program and delivery models and implement recommendations to insure they are meeting the needs of the students. | Gifted Committee                                 | 9/2008                | 6/2011           |                        |
| 3. | Review the identification process to insure that it is aligned with the goals and objectives of the program.   | Gifted Committee                                 | 9/2008                | 6/2011           |                        |
| 4. | Review the research on Multiple Intelligences and determine if it should be incorporated into the program.   | Gifted Committee                                 | 9/2009                | 6/2011           |                        |
| 5. | Develop a program that insures that challenging work is also developmentally appropriate work.   | Gifted Committee                                 | 9/2009                | 6/2011           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 5**  
**PLAN NUMBER: 10**

**STRATEGY:** We will continue to design and implement program improvements that enable our students to maximize the benefits of their educational experience.

**SPECIFIC RESULT:** Enhance the current systems for reporting student progress to students, parents and the community.

| #  | <b><i>ACTION STEP</i></b>   | <i>Assigned to:</i>                    | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|--|-----------------------|------------------|------------------------|
| 1. | Continue to ensure that all curricula contain measurable goals and objectives and are aligned with common assessments.              | Curriculum Leaders & Program Committee | 9/2008                | 6/2011           |                        |
| 2. | Review and revise methods of reporting student progress (academic and social) at all levels to students, parents and the community. | Program Committee                      | 9/2008                | 6/2013           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 5**  
**PLAN NUMBER: 11**

**STRATEGY:** We will continue to design and implement program improvements that enable our students to maximize the benefits of their educational experience.

**SPECIFIC RESULT:** Promote a healthy environment for members of the school community.

| #  | ACTION STEP  | Assigned to:   | Starting Date: | Due Date: | Completed Date: |
|----|--|--|----------------|-----------|-----------------|
| 1. | Develop and implement a plan to provide information to the school community on the connection between wellness and school achievement. | Wellness Committee Health & PE Coordinators                    | 9/2008         | 12/2009   | 6/2010          |
| 2. | Ensure that district practices are in alignment with health and wellness initiatives.  | Wellness Committee Health & PE Coordinators                    | 9/2008         | 6/2009    | 6/2010          |
| 3. | Develop a consistent recess policy and practice for all elementary schools.  | Director of Elementary Education with Health & PE Coordinators | 9/2008         | 6/2009    | 7/2009          |
| 4. | Maintain an active Tools for Schools committee in each school.   | Director of Facilities   | 9/2008         | 9/2009    | 9/2009          |
| 5. | Explore the connections among the physical education, health and science curricula and align as appropriate.                           | Curriculum Leaders & Coordinators                              | 9/2009         | 6/2010    | 6/2010          |

# ACTION PLAN

**STRATEGY NUMBER: 5**  
**PLAN NUMBER: 12**

**STRATEGY:** We will continue to design and implement program improvements that enable our students to maximize the benefits of their educational experience.

**SPECIFIC RESULT:** Identify at risk behaviors in our students and determine a means to address these issues.

| #  | <b>ACTION STEP</b>  | <i>Assigned to:</i>                                     | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|---|-----------------------|------------------|------------------------|
| 1. | Continue to obtain and evaluate information from all sources to determine the nature and extent of at risk behaviors. | Director of Special Education & Building Administrators | 9/2008                | 12/2009          | 6/2010                 |
| 2. | Develop and implement a plan to address the needs identified in the assessment of at risk behaviors.                  | Director of Special Education & Building Administrators | 9/2008                | 12/2011          |                        |

# Technology

# Fairfield Public Schools

## Technology - Action Team Members



**\*Joseph Blake**  
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**Joanne Murphy**  
**Nancy Nash**  
**Peter Nikac**  
**Donna Quirk**  
**Kristin Robinson**  
**Jill Tarlov**  
**Jennifer Vilenski**  
**Lili Walker**  
**Sally Wanamaker**

**\*Co-chair**

# ACTION PLAN

**STRATEGY NUMBER: 6**  
**PLAN NUMBER: 1**

**STRATEGY:** We will fully integrate technology into our learning and work environments.

**SPECIFIC RESULT:** All stakeholders will be proficient in the use of technology.

| #  | <i><b>ACTION STEP</b></i>   | <i>Assigned to:</i>  | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|----------------------|-----------------------|------------------|------------------------|
| 1. | Identify the benchmarks for measurable proficiency levels.  | Technology Committee | 9/2008                | 6/2011           |                        |
| 2. | Assess current knowledge and skills on a recurring basis.   | Technology Committee | 9/2008                | 6/2011           |                        |
| 3. | Develop and implement appropriate professional development programs based on skills assessments.  | Technology Committee | 9/2008                | 6/2011           |                        |
| 4. | Apply measurable benchmarks and assessments within the hiring process where appropriate in collaboration with the Human Resources Department. | Technology Committee | 9/2009                | 6/2011           |                        |
| 5. | Incorporate the benchmarks into the supervision and evaluation program for all staff.   | Technology Committee | 9/2011                | 6/2012           |                        |
| 6. | Develop and implement a process of evaluation and accountability for the use of educational technology.                                       | Technology Committee | 9/2008                | 6/2011           |                        |



# ACTION PLAN

**STRATEGY NUMBER: 6**  
**PLAN NUMBER: 2**

**STRATEGY:** We will fully integrate technology into our learning and work environments.

**SPECIFIC RESULT:** Fully integrate information and technology literacy into all curricula.

| #  | <b><i>ACTION STEP</i></b>  | <i>Assigned to:</i>                           | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|--|---|-----------------------|------------------|------------------------|
| 1. | Embed information technology literacy into all curricula.  | Curriculum Leaders & Library Media Department | 9/2008                | 6/2011           |                        |
| 2. | Develop a process for evaluating proposed technology in curriculum design.   | Technology Committee                          | 12/2009               | 6/2011           |                        |
| 3. | Provide and utilize appropriate technology to fully integrate information and technology literacy skills.                        | IT Department & Technology Committee          | 9/2009                | 6/2011           |                        |
| 4. | Consider off-campus resources and student accessibility when making technology decisions.  | IT Department & Technology Committee          | 9/2010                | 6/2011           |                        |
| 5. | Establish an Information Technology Literacy (ITL) checklist that is specific to goals and is included as part of the curricula. | Technology Committee                          | 9/2008                | 6/2011           |                        |

# ACTION PLAN

**STRATEGY NUMBER: 6**  
**PLAN NUMBER: 3**

**STRATEGY:** We will fully integrate technology into our learning and work environments.

**SPECIFIC RESULT:** Implement the Educational Technology Plan.

| #  | <b><i>ACTION STEP</i></b>   | <i>Assigned to:</i>   | <i>Starting Date:</i> | <i>Due Date:</i> | <i>Completed Date:</i> |
|----|---|-----------------------|-----------------------|------------------|------------------------|
| 1. | Reconstitute a Technology Steering Committee to oversee the revision and implementation of the Educational Technology Plan. | Deputy Superintendent | 9/2008                | 5/2009           | 5/2009                 |
| 2. | Develop and implement a plan for the funding of the Educational Technology Plan and coordinate it with the budget process.  | Technology Committee  | 9/2008                | 5/2009           | 5/2009                 |

# ACTION PLAN

**STRATEGY NUMBER: 6**  
**PLAN NUMBER: 4**

**STRATEGY:** We will fully integrate technology into our learning and work environments.

**SPECIFIC RESULT:** Provide appropriate leadership and support for the integration of Information and Technology Literacy throughout the district.

| #  | ACTION STEP  | Assigned to:                                    | Starting Date: | Due Date: | Completed Date: |
|----|--|---|----------------|-----------|-----------------|
| 1. | Review current staffing levels in technology.  | IT Director & Library Media Coordinator         | 9/2008         | 6/2010    | 4/2010          |
| 2. | Develop a plan that outlines roles and responsibilities of all district technology personnel.          | IT Director & Library Media Coordinator         | 9/2008         | 6/2010    | 4/2010          |
| 3. | Develop a flow chart of staff for the department of technology.  | IT Director & Library Media Coordinator         | 9/2008         | 6/2010    | 4/2010          |
| 4. | Ensure oversight and accountability for the integration of technology into curriculum and instruction. | Curriculum Department & Building Administration | 9/2009         | 6/2010    | 4/2010          |