

The Enclosures referred to in the Agenda are available for inspection at each of the three Public Libraries in Fairfield, Fairfield Public Schools' website <http://www.fairfieldschools.org/> and the Education Center, 501 Kings Highway East.

THE PUBLIC IS REQUESTED TO TURN OFF CELL PHONES OR PLACE THEM ON VIBRATE PRIOR TO THE START OF THE MEETING

Board of Education
Fairfield Public Schools
Fairfield, CT

Tuesday, March 29, 2011

EXECUTIVE SESSION

7:00 P.M.

SPECIAL MEETING

7:30 P.M.

501 Kings Highway East
2nd Floor Board Conference Room

AGENDA

- I. Call to Order and Roll Call
- II. Executive Session
- III. Recommended Motion: "that the Board of Education go into Executive Session for the purpose of discussing Board interpersonal relationships with Attorney Stephen Sedor"
- IV. Convene to Special Meeting of the Board of Education
- V. Call to Order of the Special Meeting of the Board of Education and Roll Call
- VI. Pledge of Allegiance
- VII. Business Items

A. Approval of Minutes

Recommended Motion: "that the Board of Education approve the Minutes of the Regular Meeting of February 8, 2011 and the Regular Meeting of March 8, 2011"

(Enclosures No. 1, 2)

B. Approval of Elementary Health Curriculum, Grades K-5

Recommended Motion: "that the Board of Education approve the Elementary Health Curriculum, Grades K-5"

C. Discussion of Enrollment Projections with MGT of America (Conference Call)

D. Approval of Long Range Facilities Plan

Recommended Motion: “that the Board of Education approve the Long Range Facilities Plan”

(Enclosure No. 3 to be distributed)

E. Authorize the Chairman to Send a Letter to the First Selectman Requesting a Building Committee for the Riverfield Elementary School Project

Recommended Motion: “that the Board of Education authorize the Chairman to send a letter to the First Selectman requesting a Building Committee for the Riverfield Elementary School Project”

F. Approval of Resolution Regarding the Capital Budget and Operating Budget for 2011-2012

Recommended Motion: “Resolved that if the Town of Fairfield bonds \$450,000 of technology capital projects in the Board of Education’s 2011-2012 operating budget, then the Board commits to making an additional contribution of \$450,000 to the health insurance fund in the 2011-2012 fiscal year”

VIII. Adjournment

Recommended Motion: “that this regular meeting of the Board of Education adjourn”

CALENDAR OF EVENTS

April 12, 2011	Board of Education Regular Meeting	7:30 p.m. 501 Kings Highway East 2 nd Floor Conference Room
May 10, 2011	Board of Education Regular Meeting	7:30 p.m. 501 Kings Highway East 2 nd Floor Conference Room

RELOCATION POLICY NOTICE

The Fairfield Public Schools System provides services to ensure students, parents and other persons have access to meetings, programs and activities. The School System will relocate programs in order to ensure accessibility of programs and activities to disabled persons. To make arrangements please contact:

Pupil & Special Education Services
501 Kings Highway East
Fairfield, CT 06825
Telephone: (203) 255-8379

MAR 29 2011

FAIRFIELD BOARD OF EDUCATION
MINUTES OF THE MEETING OF THE BOARD OF EDUCATION
Tuesday, February 8, 2011

Minutes of the Regular Meeting of the Board of Education held Tuesday, February 8, 2011, at 501 Kings Highway East, 2nd Floor Board Conference Room.

1. Chairman Mr. John Mitola called the Regular Meeting to order at 8:15 p.m. Other Board members present were: Mrs. Catherine Albin, Mrs. Sue Brand, Mr. Paul Fattibene, Mrs. Pamela Iacono, Mr. Tim Kery, Mr. Perry Liu and Ms. Stacey Zahn. Mrs. Sue Dow was absent. Also in attendance were Superintendent Dr. David Title, Fairfield Ludlowe HS Student Representative Allison Reich, Fairfield Warde HS Student Representative Stephanie Teixeira and members of the administrative staff. Approximately 50 people comprised the remainder of the audience.
2. Mr. Mitola led the Board and audience in the Pledge of Allegiance.
3. A Moment of Silence was held for former selectman Carl Dickman who passed away recently.
4. Mrs. Brand moved, seconded by Ms. Zahn that the Board of Education approve the Minutes of the Regular Meeting of January 11, 2011.

Mrs. Brand asked to have a revision made on Page 2, just above Board questions and comments followed. Mrs. Brand had a very specific comment relative to the description that the Gifted Program was using to identify gifted. She said it should include more than just intellectual. That correction will be made to the minutes.

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

5. Student/Committee/Liaison Reports-
 - ◆ Allison Reich reported that Fairfield Ludlowe HS mid-terms will finish tomorrow, seniors continue to hear back from colleges, and the Girls Basketball Team and Boys Wrestling Team started a drive to collect toothpaste and toothbrushes for various charities.
 - ◆ Stephanie Teixeira reported that Fairfield Warde HS just finished mid-terms and report cards went out today. Cheerleading took first place in FCIACs, and three girls received the FCIAC title. Wrestling has FCIACs on Friday. Boys and Girls Ludlowe versus Warde Basketball game is next Tuesday. Eighth grade parents' night was held last week, and it went really well. Fairfield Warde HS will be aired on the Challenge. They defeated Amity and West Hill in the semi-finals.
 - ◆ Mrs. Albin -- No report
 - ◆ Mrs. Brand -- No report
 - ◆ Mr. Fattibene reported that the Transportation Safety Advisory Committee met on a number of issues, and they are in the process of being decided.
 - ◆ Mrs. Iacono reported that the Special Projects Standing Building Committee went before the Board of Finance tonight, and funding for the Sherman project was approved unanimously. It will now move forward to the RTM for a vote at the end of the month. The full project cost was \$4.4 million and due to FEMA regulations was capped at \$1.9 million. The committee went before the Board of Selectmen and asked them to add in the soft costs above the \$1.9. They agreed and bumped it to \$2.2 million. The project was scaled down to renovating the administrative area to address safety concerns, to better facilitate special education rooms and to improve the nurse's facility. If this is approved by the RTM, we will be able to do the HVAC system throughout the building and will also be able to add the second serving line in the cafeteria. She thanked the Board of Finance for working with the Board of Ed tonight by holding a meeting concurrent to this one, knowing that the Board of Ed needed to be present at that meeting and working with us for an earlier meeting start time.

- ◆ Mr. Kery reported that he would defer the majority of the Facilities Committee report to later on the agenda. He commented that it was the sense of the body of the Facilities Subcommittee that the Board should have further discussion about the enrollment projections from MGT and that will be on a future Board of Ed agenda.
- ◆ Mr. Liu reported that Bill Sapone, Chairman of the Fairfield Woods Building Committee, had some concerns about whether the snow days being made up during the April break will delay some of the construction. He spoke with Dr. Title and Malkin Construction and they will work around it. The litigation hearing has been postponed to March 3.
- ◆ Mr. Mitola – No report
- ◆ Ms. Zahn – No report

6. Superintendent's Report-

Dr. Title stated that there have been six snow days. The first four snow days will be made up at the end of June, making the last day of school Thursday, June 23. Additional snow days will be made up during April vacation. Therefore, school will be in session on Monday and Tuesday of April vacation. There is one more day that can be made up that week and beyond that, days would have to be added on to the end of June.

- District Improvement Strategy for the Fairfield Public Schools-

Dr. Title stated that since he came to Fairfield he has been working on an "entry plan," trying to learn as much as he could about the district. He conducted one-on-one and small group interviews, observed classroom instruction in every school, met with representatives from each PTA and read a wide range of documents to help him understand the history, tradition and culture of this community and school system. Outlined in this document is a broad strategy with step by step detail about each area. One of the things he heard in his discussions was a feeling that the district has many initiatives going on and it is really hard to do them all well. He hopes this will outline a strategy to focus our energy for future changes before implementation. We have a very good school system; but if we don't work on continuously improving it, we will fall behind. Our goal is to ensure that all students acquire the skills and knowledge outlined in our comprehensive, rigorous instructional program. If we improve instruction, then student achievement will improve. The question then becomes what is the best way to get improved instruction in the classroom to improve student learning. Dr. Title identified four areas of concentration: strengthen skills of teachers and staff, strengthen skills of school leaders, alignment of the system horizontal and vertical, and sufficient and well-utilized resources. Concentrating our resources of time, energy and dollars into these four areas will yield the greatest impact on student learning. Fewer change efforts done well are more effective than many change efforts done not as well.

Board comments and questions followed.

7. New Business

A. Presentation of High School Media Technology Curriculum-

Dr. Gary Rosato recognized the two library/media specialists Regina Krieger from Fairfield Ludlowe HS and Gwyn Gartsu from Fairfield Warde HS who have worked very closely with Jeff Burt, the curriculum leader in this area, to put these four documents together. Both of our high schools are fully outfitted with video studios and as such the students are afforded the opportunity to have hands-on experience in video production.

Mr. Burt gave a brief overview of each of the courses: broadcast journalism, documentary production, movie production and video production. The course goals range from basic skills such as editing video and audio footage to more complex skills such as working cooperatively in groups as a production crew. These goals are also focused through essential questions, not just editing film and learning how to work a camera. In terms of assessment, again, from basic camera angles and setting up tripods and sound systems, to how to pitch a story to your peers effectively, how to make the subject of a documentary at ease, and how to build a rapport with the

people you interview. There are no state standards for these courses; we use 21st Century Skills and the ISTE skills sets, which is the International Society for Technology in Education. Mr. Burt showed a brief film with the students telling what each course consists of, what they learned, and what they liked about each of the courses.

Board comments and questions followed.

- B. Mrs. Brand moved, seconded by Ms. Zahn that the Board of Education approve student participation in the RYASAP 2011 Profile of Student Life Survey.

Ms. Leonardi stated that the RYASAP survey is done every three years. The survey will be conducted with one middle school grade and one high school grade. It is about looking at developmental assets; the assets that help and strengthen students to make good choices about things like risky behavior, substance abuse, substance use, and engaging in other social issues that could present dangerous opportunities for kids. What is powerful about this survey is that the data is used by many different people. Currently there is a town task force that has used the RYASAP data, our health educators use this data, and our counseling centers use it. It is perception data. It is a very short survey to take, easy to administer and lends data that we use not only as a school district but as a community to address some of these issues for our kids. She recommended approval of this survey.

Ms. Zahn commented on how many groups use the information that comes out of this survey and encouraged Board members to approve this.

Board comments and questions followed regarding which grades will get the survey, how honest students are, how accuracy is determined, and who else other than RYASAP and Fairfield have access to this data.

Motion carried: 8:0:0.

- C. Discussion of Roof Warranty Extension Project – Roger Sherman Elementary School, North Stratfield Elementary School, Osborn Hill Elementary School, Riverfield Elementary School and Holland Hill Elementary School

Mr. Cullen stated that he has been working with the roofing contractor and the consultant who was awarded the preventative maintenance program for all of the roofs, and it was brought to his attention that if we were to perform some repairs on these five school roofs, just under \$1 million, the manufacturer would extend the warranty by five years. That decision needs to be made within 6 months of the warranties running out. Sherman and North Stratfield run out in August 2011 and the others follow right after that. We need to make a decision if this is a priority and if we would like to extend the warranty on these five roofs and bring it forward to the other town bodies.

Mr. Mitola stated that the idea is to extend the warranties and then plan to replace these roofs over a period of time so they don't have to be done all at once at a cost of about \$6 million plus.

Dr. Title stated that there is a spreadsheet with the cost of the roof warranties in the Long Range Facilities Plan that is the next item on the agenda. If the Board decides not to do the roof warranties and go for replacement, the warranty work would need to be taken out of the Long Range Facilities Plan and roof replacement put in.

Mr. Liu stated that the facilities subcommittee has been talking about these roofs for a long time; and he thought this was a recommendation, something that we had to take advantage or we could be dealing with leaking roofs, etc. He is now confused why this did not get on the capital improvement projects list that was voted on.

Dr. Title stated that the numbers for the roof warranty extension are in the proposed Long Range Facilities Plan but not in the capital improvement plan the Board voted on. There was a discussion about putting all of the roof warranty extension work in, and we did not think the town would bond that. It is repair work, and we were not sure whether this qualified.

Board comments and questions followed regarding other roofing contractors who do this type of work, what the need is, what the warranty extension entails, if this is put in would other things need to be taken out, and deciding if we want to make this a priority within the scope of what we are being told we can spend.

D. Discussion of Draft Long Range Facilities Plan and Elementary Schools-Space Deficiencies Report (Pre-Conceptual Plan Cost Estimate)

Dr. Title stated that this is a different format than previously, making it as simple and clear as possible. The distinction between what is short-term bonding and what is long-term bonding has been eliminated and is all in one column. The first page is a summary that lines up with the four year window that the First Selectman put out in August. There is a summary sheet which shows by school, by year, the dollars we are estimating and then each succeeding page gives an overview of what the project is. An asterisk represents projects that may qualify for short-term bonding. At the bottom of the first page is a gross amount by year, an estimate of what the state reimbursement is and then a net total. The major projects were estimated before the MGT Capacity Study was done. They were basically to do core upgrades and where portable classrooms were going to be replaced, annex buildings have been priced out. When the MGT Study came out and identified the core issues, the facilities subcommittee was asked to review it and go through what it would cost to remedy all of the deficiencies identified in the report with Stratfield type additions, not annex buildings. That information is found on Enclosure No. 6. All of the estimates to remedy the space deficiencies are significantly more expensive than what is in Enclosure No. 5. Enclosure No. 5 is smaller in scope and is for annex buildings as opposed to additions. Under this proposal the gross total for the four years is \$49 million+ and that includes short-term plus long-term. In the plan the First Selectman put forward that total was \$27 million. Without remedying the MGT deficiencies, we are already \$22 million over. Knowing that we are way over the proposed number, there was some feeling that we should put out what our real needs are and what it will cost. That is why there are two documents. The feeling of the committee was to move something forward and this is our best estimate. If the Board decides to go with the numbers on Enclosure No. 6, any project for 2012-13 or later needs to be adjusted for construction costs inflation.

Mr. Kery, chair of the facilities subcommittee, stated that at this moment we are 900 seats short of delivering the program at the elementary level. In his capital plan the First Selectman allocated to the district \$19 million plus a maximum of \$2 million a year for the next four years in small project funds for a total of \$27 million. We are somewhere around \$38 million after reimbursement to fix these problems. There are three options: (1) code and safety updates, limited core facility updates and replace the portables with portables, (2) code and safety updates, limited core facility updates and replace the portables with a pod or annex and (3) code and safety updates, replace portables with a permanent structure and compliment that with comprehensive facility updates. The thought of the subcommittee is that this is an issue that will require input from all the town bodies. The Board could engage a firm to evaluate all of our facilities to determine if we can get more out of the existing buildings. They could create a master facilities plan for our district that would be very comprehensive and accurate in terms of cost estimates. We could also utilize the expertise available on the Town Facilities Commission and ask them to be partners. Hiring a firm to create a master facilities plan for the district is pointless if there is no desire by town officials to act on any of the recommendations that would result from this type of study.

Approximately 45 minutes of Board questions and comments followed regarding which enclosure to use, how to move forward, getting more precise numbers, having an architectural study done to evaluate all of our buildings and wasting money on the study if the Town is not willing to act on the recommendations, the need to have a Town-wide discussion with the Board of Selectmen, Board of Finance and the RTM, being prudent to get a reliable, professional and accurate assessment of the costs for what we need, the cost to hire a professional estimator, where we get the money to pay for an estimator or an architect, prioritizing projects, making an educated presentation to the Town about what we are up against, doing maintenance this year and taking the rest of year to work on projections, the audit, and the impact of putting this off for another year.

Mr. Mitola stated that the issue is what to move forward for 2011-12 and then what our longer range plan is thereafter.

Board comments and questions continued regarding the need to have a definitive process, if holding off on Riverfield will put it in a danger zone since the portables are going to dissolve underneath us and we are going to have kids that need space, the possibility of looking at this as a one year plan and trying to convince the town to collaborate with us to collect more information, the need to understand what the process is going to be before taking the next step, prioritizing these projects to try to give some rank order or in the event we have to make some decisions as to which ones can move forward and which ones cannot, getting some indication as to what the ramifications are of delaying these, and the need to present a plan that addresses all of our needs with an understanding that we may not get that, focusing on one year at a time, incorporating the numbers from Enclosure No. 6 into Enclosure No. 5 and prioritizing within this list, deciding whether to move forward the limited pod structure in Enclosure No. 5 or to move forward with a full renovation. Those are two different things that need to be decided before moving forward with either one.

Mr. Mitola stated that this will be a voting item on the next Board meeting; it may not be approved that night, but there will be a motion and further discussion on the Long Range Facilities Plan.

- E. Mrs. Iacono moved, seconded by Mrs. Brand that the Board of Education Approve the Amendment to the Racial Imbalance Plan as outlined in the Superintendent's letter to the Acting Commissioner of Education dated January 13, 2011.

Dr. Title stated that he will return to the Connecticut State Board of Education tomorrow to discuss the amended plan. He attended a meeting in September and was sent back to try to strengthen the plan a little and return in February. What is in this plan was discussed as part of the budget process because it is about the preschool program. There is nothing really new in here but a Board member suggested that the Board formally endorse this before it goes back to the State Board tomorrow.

Board comments and questions followed regarding the genesis of the preschool program at Burr and McKinley.

Dr. Title stated that part of this was to expand the preschool to children who might not otherwise be able to afford it and to try to address the racial imbalance issue. The reason the Burr program is part of that feature is that in the event children going to the Burr preschool decide to stay at Burr, it helps the racial imbalance. By increasing the number of children in the Burr preschool program, we increase the likelihood that more children will stay there. As discussed during the budget, we already have the staff so we don't have to add additional staff. Dr. Title stated that when he went to the State Board they wanted to see what we could do to enhance our plan but only gave us about one month so. Any deeper plan would need to come back to the Board for a much bigger discussion and could not have been done in this timeframe.

Board comments and questions continued regarding how moving the McKinley preschool kids to the Early Childhood Center helps the McKinley preschool students educationally, how having kids at Burr is helping with integration and helping their level of education at a preschool level, the rationale of how these lower income preschool kids are going to be in a better educational environment at the ECC, the educational merits, and why Dwight was not considered.

Mr. Mitola stated for the record that the Board had this discussion during the budget process.

Mrs. Brand called a Point of Order that the Board did not discuss the racial imbalance plan during the budget process. The move was discussed but not relative to racial imbalance.

Mrs. Iacono moved to call the question.

Mr. Mitola stated that he would allow a few more questions.

Dr. Title stated that more sites were considered, and this was also looked at in terms of what the budgetary impact would be. There was some concern about moving all of the early childhood options to the other side of town since a lot of the families who take advantage of this live in the McKinley district. There is not enough space at Dwight or Burr to do both programs in one building, so transportation costs would go through the roof because we would have to transport students to Dwight and Burr. We would not be able to save the money that we were able to save in the budget by consolidating the programs. It made more sense to put the McKinley preschool program at Warde.

Board comments continued.

Public Comment-

Richard Joslin, Carriage Drive and a taskforce member for the racial imbalance plan, commented on the expansion of the preschool and the capacity at Burr and asked if the district will pay for these low income students to be transported to the preschool. He also asked what the annual cost is once these kids choose to matriculate at Burr. The MGT report cites a deficiency in space for the preschool at Burr; how is this addressed especially if you are expanding the capacity? He commented on the McKinley preschool moving to the ECC and that bringing in 20 new students, some of whom will be minorities with language deficiencies, in his opinion will be inferior peer models and he questioned how the special ed kids will improve by the addition of these minority students to the reverse mainstream. Lastly he recommended that thinking about space as the ECC is not a place, it is a service.

Mr. Liu stated that he wished the Board had been given more time to go over this. He does not feel this plan is ready.

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

8. Mr. Kery moved, seconded by Mrs. Albin to suspend the rules and extend the meeting for 5 minutes.

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

9. Public Comments and Petitions-

Anne Pasco, FEA President, commented that the Board needs to come forward first with a long range plan that convinces this community that the buildings you want to build are really needed. That is where you start, that is how you win them over and that is how you get the cash.

J. Alfred Dunn commented that the last time he spoke he ridiculed the Board concerning a \$500,000 cut. What happened was that early start or late start was crushed.

Tina Dejarnette, Quaker Lane, stated that she fully believes in preventative maintenance and being proactive so when she hears about roof warranties, that sounds awesome. When she hears that they put in new windows at Dwight that saved money on heating, that is awesome to her. The flack comes from hearing that Ludlowe needs new air conditioning, Ludlowe needs new siding, Burr needs this again, etc. How old are these buildings? Look for grants; go to the parents and say we found this money will you match it? Where is a will, there is a way.

Richard Joslin, Carriage Drive, stated that in the Prismatic report there was a conclusion by the experts that the achievement gap at McKinley was caused by the failure to afford equitable educational resources. He hopes that the Board can address this observation.

Cristin McCarthy-Vahey, RTM District 6, commented on the Long Range Facilities Plan and urged the Board to pass a plan. She urged the Board to prioritize, come to consensus, and give the other bodies you will have to come before your vision. Let us know what you need. The town bodies need to come together and she will encourage and continue to push for conversations. She urged the Board to take action on this even if it takes a few meetings.

10. Open Board Comment-

11. Ms. Zahn stated that the meeting is officially adjourned at 11:05 p.m.

Stacey Zahn
Secretary

MAR 29 2011

FAIRFIELD BOARD OF EDUCATION
MINUTES OF THE MEETING OF THE BOARD OF EDUCATION
Tuesday, March 8, 2011

Minutes of the Regular Meeting of the Board of Education held Tuesday, March 8, 2011, at 501 Kings Highway East, 2nd Floor Board Conference Room.

1. Chairman Mr. John Mitola called the Regular Meeting to order at 7:35 p.m. Other Board members present were: Mrs. Catherine Albin (left 8:40 p.m.), Mrs. Sue Brand, Mr. Paul Fattibene, Mrs. Pamela Iacono, Mr. Tim Kery, Mr. Perry Liu, Ms. Stacey Zahn (left 10:10 p.m.) and Mrs. Sue Dow (arrived 7:43 p.m.). Also in attendance were Superintendent Dr. David Title, Fairfield Ludlowe HS Student Representative Allison Reich and members of the administrative staff. Approximately 60 people comprised the remainder of the audience.
2. Mr. Mitola led the Board and audience in the Pledge of Allegiance.
3. Presentation of Elementary Health Curriculum, Grades Pre-K-5

Dr. Gary Rosato introduced Mrs. Lori Mediate, Health Coordinator-grades pre-k through 12, and Ms. Cindy Stetter, Fairfield Ludlowe High School health educator.

Mrs. Mediate stated that the health curriculum is delivered mainly by the classroom teacher in grades pre-k through 5. She discussed how a strong health education program can influence a student's academic success. Mrs. Mediate and Ms. Stetter provided an overview of the pre-k-5 health education curriculum and the revisions and additions that have been made. The curriculum is separated into five units: substance abuse, wellness, family life and human growth and development, safety and accident prevention, and violence prevention. Additional objectives have been added: more nutrition objectives, more stress management objectives, disease prevention and hand washing objectives beyond the primary grades, an introduction to lyme disease and lice prevention, and objectives on social networking and internet safety. The final goal is to provide elementary students with the tools to make healthy decisions not only in elementary school but more importantly when they are faced with the peer pressure that is often part of the middle school student's life.

Board questions and comments followed.

4. Approval of Minutes

Ms. Zahn asked to separate the minutes.

Mrs. Brand moved, seconded by Ms. Zahn that the Board of Education approve the Minutes of the Special Meeting of January 18, 2011.

Motion carried: 8:0:1. Ms. Zahn abstained.

Ms. Zahn moved, seconded by Mrs. Brand that the Board of Education approve the Minutes of the Special Meeting of January 20, 2011.

Motion carried: 7:0:2. Ms. Zahn and Mrs. Dow abstained.

Ms. Zahn moved, seconded by Mrs. Brand that the Board of Education approve the Minutes of the Regular Meeting of January 25, 2011.

Motion carried: 8:0:1. Mrs. Dow abstained.

5. Student/Committee/Liaison Reports-
 - ◆ Allison Reich – No report

- ◆ Mrs. Albin – No report
- ◆ Mrs. Brand reported that the Policy subcommittee deferred a vote on the chair until all members could be present. The Board of Health reviewed the audit and the budget. Mrs. Brand asked to make clear that the school nurses in Fairfield work under the auspices of the Board of Health and not the school district. CES reviewed their budget, and there is no tuition increase. They spoke to the Governor's proposal about the vocational schools and until a plan is proposed, no action will be taken. An invitation was sent out for the CES Awards Night on April 8. A tech evening was held and the tech coordinators from each school district attended. Six to Six was cited for students who did not meet adequate yearly progress under No Child Left Behind, and they are now obligated to hire an outside contractor to help educate the students. The state provides the list of these independent contractors, but the problem is that there is no way of validating what their training is or what their qualifications are. This is a mandate that we are subject to.
- ◆ Mrs. Dow reported that SEPTA's February meeting was on transitioning, what you do when your child turns 21 and the services stop. SEPTA will meet again tomorrow. CABE's Day on the Hill will take place on Wednesday.
- ◆ Mrs. Albin stated that Mrs. Iacono will represent Fairfield at CABE's Day on the Hill tomorrow. Governor Malloy will be speaking at 10 a.m. at the Bushnell, and after that anyone in attendance is able to wonder the halls of the capital. They are not in session but the legislators will be in their offices and there will be some committee meetings going on.
- ◆ Mr. Fattibene reported that the Transportation Safety Advisory Committee convened to decide two issues related to bus stops, and they have been decided.
- ◆ Mrs. Iacono reported that the Special Projects Standing Building Committee is in a holding pattern for the Sherman project because of the 14 day waiting period to file for a referendum. The RTM approved the Sherman project. The Board of Finance is in the process of working through the budget. Mrs. Iacono stated that she represented the Board of Ed at the Board of Finance meeting last week and there was a discussion about better communication between that Board, the First Selectman's office, the Board of Ed and Central Office. She will defer the rest of the meeting to Dr. Title during his report later in the evening.
- ◆ Mr. Kery reported that the PTA Council meeting featured the Brain Fagan Awards. Board of Finance members Mr. Flynn and Mr. Tetreau gave an overview on the town budget process to PTA Council, PTA members and anyone in the general public.
- ◆ Mr. Liu – No report
- ◆ Mr. Mitola reported that Stratfield Building Committee met last Tuesday and things are moving along. There was some concern that they are a little behind because of the weather this winter but they think they will be able to make that up. Most of the meeting was spent going over change orders.
- ◆ Ms. Zahn – No report

6. Superintendent's Report

A. Initial Response to the Operational Audit

Dr. Title stated that the Board received the Operational Audit on December 14, 264 pages, 24 commendations, and 74 recommendations. The understanding was that he would come back to the Board with some initial reactions to the audit. He presented a 22 page written document with his initial responses to the audit. Some recommendations have dollar savings or costs and others have no financial impact. For each item that has a cost he attempted to ascertain whether or not that cost is accurate. If the recommendation was implemented, would it save the money they say it would save. He did not address items in the audit that had no cost savings attached to them. One item Prismatic did not include in their report was the impact on unemployment compensation on the town budget. In some cases dramatic reductions in existing personnel are recommended and were we to implement these recommendations, staff members would be laid off and entitled to unemployment compensation. Unemployment compensation is not a line item in the Board of Education budget and would be carried in the Town-side of the budget. The estimated costs of unemployment compensation need to be subtracted from the savings in this study to ascertain the true net savings to the Town. Some recommendations that save money may have a significant

impact on our instructional program and others may have a modest impact. He tried to make some initial judgment as to what the impact would be to the school system were we to implement the recommendations. Would the recommendation save the money noted, does Prismatic have it right and what would be the impact. There were several recommendations that would cost the district money. There were recommendations to add staff in certain departments and while noble and the numbers are right, in this environment we are not doing them. He also noted that there were a number of recommendations or areas in the audit that were suggested and have already been captured within the budget. He reviewed some of the recommendations that were thought to have large savings and really there aren't or they need to be discussed further. Finding 3-12 suggests that 16 paraprofessionals in the special ed area be eliminated and teachers be hired. They did not account for hiring the teachers. They simply took the reduction of paraprofessionals and did not give us any guidance as to how many teachers need to be hired to replace the paraprofessionals. Districts that have reduced paraprofessionals often end up hiring one certified staff member for every two paraprofessionals eliminated. There are other costs involved in making this change which appears on paper to have a large savings but in fact the savings was minimal. He noted that he stayed away from the kindergarten issue because if we choose to do anything, there needs to be a further review. While he did not disagree with the amount of savings for reconfiguring the middle school music schedules, the recommendation calls for decreasing the program and he felt it would be a big mistake. Finding 3-19, the house system, is too big to jump into immediately. There is no huge difference in the savings that we found versus Prismatic. To some extent the savings are not necessarily a reflection of the house plan, but how many positions are eliminated and what the impact of eliminating those positions would be. If you eliminate the positions Prismatic recommends, that is where you are saving money. Dr. Title stated that he does not think they truly understood the distinction between dean of students and housemaster. The recommendation by Prismatic is a very dramatic change and at this point he is not advocating eliminating the house system without a full examination of all the implications. We can look at it to see how we can do it better and if there is a way to do it more efficiently. Finding 3-20, requiring high school English teachers to teach five periods a day instead of four periods a day with a writing conference. Dr. Title stated that he thinks Prismatic misunderstood how assignments are done, and this would not save money. There is a contractual limit of 105 kids per English teacher and whether those 105 are divided into four or five periods makes no difference. The question is, is it better educationally to have four slightly larger classes and a writing conference or to have five smaller classes with no writing conference period. Our best results on standardized tests at the high school level are in writing; therefore, this is not a good idea. There was one area where Prismatic had no savings and we found \$500,000; that was the bell schedule. Finding 9-8, seek legal counsel regarding reduction of non-public school transportation was \$400,000 and there is no savings. It is on the Town-side of the budget. We are obligated legally to provide it. He reviewed the summary sheet and chart on page 20. Prismatic's estimated savings of approximately \$4.6 million and Dr. Title's calculation which is closer to \$2.1 million plus some to be determined. There are areas we have to look at further to see if we can capture some savings so we are not rejecting every recommendation. We will continue to look at them and if there are some areas that we can capture we will do it. There are some big ticket items in the audit that just aren't there or would really be harmful.

Board questions and comments followed.

B. Financial Report

Mrs. McWain stated that Enclosure No. 5 is the newly developed format for the Statement of Account – Summary by Major Classification. Next month the Board will receive the report, and it will be reviewed in greater detail concerning our financial position as of third quarter of this fiscal year. She briefly reviewed the report and each of the seven major classifications and the balances and shortfalls in the accounts: personnel services, fixed charges, pupil personnel expenses; school expenses, support expenses, maintenance/operation/transportation; and capital.

Board questions followed.

C. Board of Finance Meeting Recap

Dr. Title stated that this item is the result of the Board of Finance meeting held a week ago where there was a discussion about the medical retention fund. The medical fund issue, including the stop loss, was first discussed at the January 18 Board of Ed meeting with the AON advisers. There were two additional Board meetings at which this fund was discussed in some detail as noted on page 169 of the budget book. Consistent with past practice, there have been some changes subsequent to AON's predictions of our expenses. Right now we are in the vicinity of \$600,000 to the good compared to when we built the budget. The budget was built based on not contributing as much to the fund as was projected by AON. Were the AON projections to occur, the fund balance on the Board of Ed side would still be very healthy, but it would reduce the amount of the fund if the AON projections were correct. While this is okay on the Board of Education side, the issue is that we are in this internal service fund with the Town. Last spring one rating agency addressed the issue of the internal service fund with the Town suggesting that if we end up drawing down on that account by the end of June 2012, the Town may be risking its bond rating. Both the town side of the health insurance fund and the workers compensation comprise the other two components of the internal service fund. The Town and the Board of Finance are suggesting that the only healthy fund of the three is the Board of Ed health care. Last year when the Board made a decision not to contribute as much to its health care for this year to offset a \$3 million dollar cut, there was a lot of angst. There was also very little incentive for the Board to leave money in that fund because under the terms of the Memorandum of Understanding between the previous superintendent and the First Selectman, any funds that remain in the medical retention fund at year end can be taken by the First Selectman and used for any purpose. Dr. Title reconstructed what happened last year and pointed out that there was such a substantial change in the claims between November when the budget was put together and May when the fund balance had gotten so high that the Chief Fiscal Officer told Mrs. McWain that the Board could take \$1.95 million out and be fine fiscally. Mrs. McWain recommended \$1.6 million which is what the Board ultimately did. The fund on June 30, 2009 was about \$4.4 million on the Board's side and the fund balance projected for June 30, 2011 is estimated to be \$4.1 million, if there are no changes in the claims experience. The notion that the Board has drained this fund is not one hundred percent accurate. There were two issues of concern last night. One was about the projection, what would happen to the fund balance, and the second was around the stop loss. Dr. Title suggested a solution to this that would involve the Town taking the whole fund; they can still keep the accounting separate, but take the whole fund. We would have it off our books entirely. We would send our employee contributions over to the town side, and they could manage that as a single fund. They are looking at it as a single fund but they can't really control what the Board of Ed does with it because they don't have line item control of our budget. Dr. Title stated that he is happy to work with the Town and has made that suggestion. Mr. Hiller thinks that has a lot of merit but will not solve the immediate problem that is still out there in terms of what the Board of Finance would like to do.

Approximately 45 minutes of Board questions and comments followed.

7. Old Business

- A. Mrs. Brand moved, seconded by Ms. Zahn that the Board of Education approve the High School Media Technology Curriculum.

Motion carried: 8:0:0.

- B. Mrs. Brand moved, seconded Mrs. Iacono that the Board of Education approve the Long Range Facilities Plan with MGT of America capacity deficiencies.

Dr. Title stated that this was discussed at the last Board meeting. The Board received a summary of the projects being put forward, and the pricing did not include remedying all of the deficiencies

as recommended in the MGT report. The pricing on the large projects was been changed to remedy the MGT deficiencies, which increased the price fairly dramatically and there was some feeling by the Board that we needed to stated what our needs are and the price so that is the change. This is an insert to the Facilities Plan that is still in existence.

Board questions and comments followed regarding receiving documentation on how the cost estimates were developed and why we need to do these projects, taking off Dwight and Osborn Hill, prioritizing and using a matrix when bringing a maintenance project or school project forward to show its priority, to have this align with our projections and to move to the community conversation and look to the other Boards for potential solutions. There was discussion about sending this back to subcommittee.

Mrs. Iacono asked to give direction to the administration to come back to the Board and tell us how you got your estimates, show us the history, explain why you are asking for what you are asking, put in your priorities breaking it out through maintenance versus enrollment. Mrs. Brand asked to add a matrix.

The motion was withdrawn and sent back to the subcommittee.

Mrs. Iacono moved, seconded by Mr. Kery to direct administration to develop and provide the cost estimates and rationale behind their numbers and provide justification and explanation as to the facilities needs and maintenance needs of the district.

Mr. Fattibene suggested instead of referring it directly to the administration to refer it to the committee to work with the administration to accomplish the goals that Mrs. Iacono just indicated.

Board members were not agreeable to this and preferred to direct it to the administration.

Motion carried: 8:0:0.

- C. Mrs. Brand moved, seconded by Mrs. Iacono that the Board of Education approve the Roof Warranty Extension Project – Roger Sherman Elementary School, North Stratfield Elementary School, Osborn Hill Elementary School, Riverfield Elementary School and Holland Hill Elementary School.

Motion carried: 7:0:0.

8. New Business

- A. Authorize the Chairman to Send a Letter to the First Selectman Requesting a Building Committee for the Riverfield Elementary School Project

Motion withdrawn and moved to the next meeting on March 29, 2011.

- B. Mrs. Iacono moved, seconded by Mrs. Brand that the Board of Education accept the Tomlinson Middle School Project #051-112EA as complete.

Board questions and comments followed.

Motion carried: 7:0:0.

9. Public Comments and Petitions-

Susan Long, Southport, commented on an email she sent the Board regarding Riverfield doing a feedback survey every year, and she asked the Board to consider this. She believes that every parent, every teacher and every child has valuable feedback that could help make our school system better. She asked the Board to consider how the Town of Fairfield can ask for feedback annually to help begin the process of getting people used to giving feedback to make our education system better.

10. Open Board Comment-

Mrs. Iacono commended the administration for their program changes to the Summer School.

11. Mr. Kery moved, seconded by Mrs. Dow that this regular meeting of the Board of Education convene to Executive Session to discuss pending collective bargaining agreements for Fairfield Education Paraprofessional Association, Fairfield Association of Educational Office Professionals, and AFSCME Council 4, Information Technology Technicians at 10:14 p.m.

Motion carried: 7:0:0.

12. Mr. Mitola called the Executive Session to order at 10:18 p.m. Board members present were Mrs. Brand, Mrs. Dow, Mr. Fattibene, Mrs. Iacono, Mr. Kery, Mr. Liu, and Mr. Mitola. Also in attendance were Dr. David Title and Mrs. Margaret Mary Fitzgerald.

13. Mrs. Brand moved, seconded by Mr. Kery to return to Public Session at 10:32 p.m.

Motion carried: 7:0:0

14. Mr. Liu moved, seconded by Mrs. Brand that this meeting of the Board of Education adjourn at 10:33 p.m.

Motion carried: 7:0:0.

Stacey Zahn
Secretary

ENCLOSURE NO. 3

MAR 29 2011

**Fairfield Public Schools
Facilities Plan
2011 - 2015**

March 29, 2011

Fairfield Public Schools
Facilities Plan 2011-2015

Introduction

This Facilities Plan is an update to one originally approved by the Fairfield Board of Education on July 10, 2008. Since the adoption of that Plan, several developments have occurred that require that the Board approve a revised Plan:

- 1) Several of the projects in the original Plan have been funded, scheduled or completed
- 2) Several of the projects in the original Plan have not been funded, scheduled or completed in the timeline in the original Plan
- 3) A new feeder pattern for the middle schools will go into effect for the 2011-2012 school year
- 4) A new enrollment projection has been completed for the school district
- 5) A study of the capacity issues of the elementary schools has been completed that documents deficiencies in a systematic format across all eleven schools
- 6) On March 20th the First Selectman offered a long-range financial plan for the Town that includes capital funding for the Board of Education through 2014-2015 as follows: School upgrade needs \$19,000,000; Fairfield Ludlowe High School windows/Sherman renovation \$3,700,000; School/Capital Maintenance \$1,700,000 per year.

The primary purpose of this updated Facilities Plan is to produce a blueprint for meeting the facilities needs of the school district over the next four years. This time frame was chosen to coincide with the time frame in the First Selectman's long-term financial plan for the Town. Additional projected needs beyond 2015 are included in this document but are not assigned a year.

After examining the MGT Capacity Report and updated enrollment projections, the Board of Education's Facilities, Technology and Long-Term Planning Committee asked the central office staff to bring forward a plan that would address the most pressing issues in the MGT Capacity Report (for the elementary schools) and address the enrollment issues at the middle school and high school levels. After several rounds of revision at the Committee level, the entire updated Plan was presented to the Board of Education for approval.

The following factors were used to determine which projects were recommended for inclusion in this Plan and which projects were postponed until subsequent years:

- 1) The severity of the capacity deficiencies as identified in the December 14, 2010 MGT Report (elementary schools only)
- 2) Enrollment-related facilities issues (all levels)
- 3) Immediacy of safety and security issues
- 4) Length of time since last major renovation of the school
- 5) State or federally mandated improvements
- 6) Estimated costs

In addition, the Board considered the following "Facilities Planning Principles" as adopted by the Board on June 22, 2010:

Fairfield Board of Education -Facilities Planning Principles

June 22, 2010

- 1. Core Facilities** - *Additional classrooms shall not be added without addressing the core facilities that they will impact.* With any new classroom additions at our schools, we must equally incorporate relative additional space to expand core facilities when necessary. More children may bring more space needs in the cafeteria, library, gymnasium, bathrooms, and hallways.
- 2. Class Size** - *Facilities planning, whenever possible, shall have a goal of providing adequate space to enable educational guidelines to be met.* Class size should not be viewed as a variable designed to simplify facilities and budgetary problems. Class size should not be used as a means to fit students into the limited space we have, wherever it may be. Instead we should endeavor to provide appropriate facilities that meet educational specifications throughout the district.
- 3. Specialized Curriculum** - *We must provide, whenever possible, appropriate and dedicated spaces for specialized curriculum needs such as special education, art, music, and technology* - We should endeavor to provide appropriate and dedicated spaces for specialized curriculum needs, as specified in the Educational Specifications that are generated for our elementary schools. In particular, space must be provided for art, music, technology and special education. These critical components of our curriculum cannot be effectively delivered “on a cart,” in a closet, or in similar inappropriate spaces.
- 4. Enrollment Projections** - *A long term plan should account for and accommodate peak enrollment projections* –When realistic and feasible we should not ignore the new dynamics that play a role in school population like in-migration, zoning density, regional economy, or being named “The Best Town in Connecticut” by CT Magazine. We should endeavor, whenever possible, to use projected enrollment figures that account for these factors, and that compensate for the fact that recent projections have at times underestimated actual enrollment, when determining space needs.
- 5. Stability** - *We should strive to create district plans that provide stability for the district’s students.* We should endeavor to plan for stability in our educational system. Whenever possible, redistricting should not be revisited every 3-5 years, especially without a major event such as a school opening or closing.
- 6. Headroom** – *To ensure stability we should leave headroom in each school- the maximum number we should PLAN to is 90%/85% of capacity.* We should ensure that headroom is built into our calculations for school planning. Because enrollment projections are not an exact science district planning must account for the statistical variance between projected and actual enrollments. As such, whenever possible, schools should be operated at a utilization level that accommodates year-to-year fluctuations in enrollment without resorting to inappropriate measures, such as redistricting, or buying and installing portable classrooms. For elementary schools, this utilization level is 90%. For middle and high schools, this utilization level is 85%.
- 7. Commitment to Adding Space Where Students Are Located-** *At the elementary school level we must have a commitment of maintaining the concept of “neighborhood schools” and/or allowing students to attend the elementary school which is reasonably close to the students’ homes whenever educationally feasible and possible.* We should not be busing students past or away from their neighborhood school or a school which is reasonably close to their home because there is an open seat in another school located in different part of town. Therefore, the planning process must evaluate where the population centers are and build or expand in those areas.
- 8. Phase out Temporary Solutions (Portables)** - *Eliminate the Town’s reliance on portable classrooms as a permanent substitute for brick and mortar classrooms.* Whenever possible phase out the temporary solutions by eliminating the town’s reliance on temporary portable classrooms – wood, steel, or otherwise – as a permanent substitute for brick and mortar classrooms.

This document is organized into several sections. The first section updates the enrollment to include the latest projections provided by MGT of America in December 2010 (pp. 4-5). The second section is a Statement of Needs for each school, whether or not any project is proposed in this Plan (pp. 6-15). On page 16 we have included a description of our cost methodology for estimating these projects.

The third section gives an overview of the projects recommended for 2011-2015 with an estimated cost (pp. 17-22). The fourth section gives the detail behind each of these projects (pp 23-27). Projects beyond 2015 are included on page 28. Two appendices are also attached.

Appendix A (pp. 29-41) – MGT Functional and Operational Capacities (source MGT Report dated December 14, 2010)

Appendix B (pp. 42-43) – Portable Classrooms

FAIRFIELD PUBLIC SCHOOLS
SUMMARY OF ENROLLMENT PROJECTION
BY SCHOOL AND YEAR
December 14, 2010 – MGT of America, Inc.

SCHOOL	YEAR				
	11-12	12-13	13-14	14-15	15-16
BURR	395	396	386	376	379
DWIGHT	301	290	286	283	287
HOLLAND	328	325	319	313	322
JENNINGS	327	308	318	327	333
McKINLEY	487	482	507	531	536
MILL HILL	465	461	469	477	482
N.STRATFIELD	490	478	475	473	493
OSBORN HILL	543	545	552	559	565
RIVERFIELD	430	423	428	433	439
SHERMAN	448	441	451	460	459
STRATFIELD	514	528	545	562	600
FWMS	755	836	915	915	860
RLMS	999	944	905	860	860
TMS	765	757	673	718	679
FLHS	1541	1603	1633	1663	1705
FWHS	1340	1408	1469	1530	1573
TOTAL K-12	10,128	10,225	10,331	10,480	10,572
ECC					
ALTERNATIVE HS	Included in High School Count				
TOTAL	10,128	10,225	10,331	10,480	10,572

Note: Numbers are rounded from the original report

FAIRFIELD PUBLIC SCHOOLS
SUMMARY OF ENROLLMENT PROJECTION
BY SCHOOL AND YEAR (3-YEAR SURVIVAL RATIO)
December 14, 2010 – MGT of America, Inc.

SCHOOL	YEAR				
	16-17	17-18	18-19	19-20	20-21
BURR	375	379	376	372	368
DWIGHT	293	308	310	312	315
HOLLAND	325	325	322	319	316
JENNINGS	341	346	342	340	341
McKINLEY	550	562	583	604	625
MILL HILL	489	489	466	456	449
N.STRATFIELD	513	523	525	528	532
OSBORN HILL	577	586	578	579	583
RIVERFIELD	453	472	490	501	509
SHERMAN	469	477	485	493	500
STRATFIELD	632	652	672	699	720
FWMS	848	836	821	794	745
RLMS	838	854	846	849	799
TMS	755	724	763	788	810
FLHS	1734	1757	1792	1815	1839
FWHS	1567	1589	1576	1588	1629
TOTAL K-12	10,759	10,879	10,947	11,037	11,080
ECC					
ALTERNATIVE HS	Included in High School Count				
TOTAL	10,759	10,879	10,947	11,037	11,080

Note: Numbers are rounded from the original report

FACILITY EVALUATION

Statement of Needs

The district conducted an assessment that considered the current use and condition of the facilities throughout the Fairfield Public Schools (including regular and special area classrooms, technology centers, grounds, parking, libraries/media centers, athletic fields, gymnasiums, etc.). Principals participated in the review of the facilities to provide perspective and insight with regard to programs and the use of assigned spaces. The assessment was then updated to reflect information in the MGT Capacity Report of December 14, 2010 (Appendix A).

Elementary Schools

Burr Elementary School

Built: 2004
Renovated: N/A
Status: N/A
Portables: None

Program/Capacity Deficiencies

Provide a dedicated Pre-K Classroom

Parking issues

Expand parking lots for staff and visitors

Extend sidewalk along front parking lot for improved safety

Kitchen storage issues

Expand kitchen for extra storage, refrigerators and freezers

Relocate custodial slop sink in kitchen manager's office

Building storage issues

Provide storage rooms for custodial and maintenance needs

Provide storage rooms for staff and school materials

Building HVAC control system upgrades

Design and install added controls for HVAC for better operating functions

Design and install separate HVAC (split units) for 5 rooms and the lobby

Security systems and safety issues

Provide increased security and safety measures

Dwight Elementary School

Built: 1962
Renovated: 1960's & 2000
Status: N/A
Portables: None

Full renovation and upgrades, including ADA

Upgrade the building and the site for ADA compliance

Include space for a new elevator
Connect the two building wings with a closed-in connector corridor
Design and install new fire sprinkler system
Design and install new HVAC fresh air and air-conditioning system
Expand the library media center.

Program/Capacity Deficiencies

Provide 1.0 Computer Lab Classroom
Provide 1.0 Science Classroom
Provide 1.0 Band Classroom
Provide .5 Gifted Classroom
Provide .5 SPED Areas
Provide .25 Early Literacy Classroom
Provide .5 Conference Room

Security systems and safety issues

Provide increased security and safety measures

Parking issues

Extend sidewalk along front entrance loop for improved safety
Relocate high electrical wires and telephone poles for bus and truck traffic

Kitchen storage issues

Expand kitchen for extra storage, refrigerators and freezers
Improve cafeteria serving line

Building storage issues

Provide storage rooms for custodial and maintenance needs
Provide storage rooms for staff and school materials

Septic system upgrade/replacement

Design and install new septic system for replacement of existing system

Holland Hill Elementary School

Built: 1956
Renovated: 1978 & 2001
Status: N/A
Portables: 3 (2 purchased in 2007 & 1 purchased in 2000)

Renovation and Addition

Design and install an addition to eliminate portable classrooms
Implement all building code, life safety code and fire code requirements
Upgrade core facilities
Design and install new fire sprinkler system
Design and install new HVAC fresh air and air-conditioning system

Program/Capacity Deficiencies

Provide 1.0 Science Classroom
Provide 1.0 Music Classroom
Provide 1.0 Instrumental Music Classroom
Provide 2.0 General Classrooms
Provide 1.0 Computer Lab Classroom
Provide 1.0 Gifted, Social Worker, MRT
Provide .5 SPED Area
Provide .5 Conference Room
Provide .5 Copy Room

Provide .25 Server Room
Provide .25 Spanish teacher office

Kitchen storage issues

Expand kitchen for extra storage, refrigerators and freezers
Investigate the need for a second serving line

Building storage issues

Provide storage rooms for custodial and maintenance needs
Provide storage rooms for staff and school materials

Parking issues

Expand parking lots for staff and visitors
Extend sidewalk along front entrance loop for improved safety

Security systems and safety issues

Provide increased security and safety measures

Jennings Elementary School

Built: 1967
Renovated: 2000 & 2002
Status: N/A
Portables: 1 (purchased in 2002)

Renovation and Addition

Design and install an addition to eliminate portable classroom
Implement all building code, life safety code and fire code requirements
Upgrade core facilities
Design and install new fire sprinkler system
Design and install new HVAC fresh air and air-conditioning system

Program/Capacity Deficiencies

Provide 1.0 Science Classroom
Provide 1.0 Music Classroom
Provide 1.0 Instrumental Music Classroom
Provide 1.0 Computer Lab Classroom
Provide .5 LAC, MRT, IIT, Instructional Support, and Conference
Provide .5 Gifted Room
Provide .25 ELT Room
Provide .25 ELL Room
Provide .25 Spanish Teacher Office
Provide .25 OT/PT Room

Kitchen storage issues

Expand kitchen for extra storage, refrigerators and freezers
Improve cafeteria serving line

Building storage issues

Provide storage rooms for custodial and maintenance needs
Provide storage rooms for staff and school materials

Parking issues

Expand parking lots for staff and visitors
Extend sidewalk along front entrance loop for improved safety

Security systems and safety issues

Provide increased security and safety measures

McKinley Elementary School

Built: 2003
Renovated: N/A
Status: N/A
Portables: None

Program/Capacity Deficiencies

Provide a dedicated Pre-K Classroom

Parking issues

Expand parking lots for staff and visitors

Extend sidewalk along front entrance loop for improved safety

Security systems and safety issues

Provide increased security and safety measures

Mill Hill Elementary School

Built: 1955
Renovated: 1978, 1991 & 2000
Status: N/A
Portables: 5 (3 purchased in 2008, 1 purchased in 2001 & 1 purchased in 2000)

Renovation and Addition

Design and install an addition to eliminate portable classrooms

Implement all building code, life safety code and fire code requirements

Upgrade core facilities

Design and install new HVAC fresh air and air-conditioning system

Expand cafeteria capacity

Upgrade dual fuel capability for boilers

Program/Capacity Deficiencies

Provide 5.0 General Classrooms

Provide 1.0 Science Classroom

Provide 1.0 Music Classroom

Provide 1.0 Computer Lab Classroom

Provide .5 Instrumental Music Classroom

Provide .5 Gifted Room

Provide .5 SPED Room

Provide .5 OT/PT Room

Provide .25 ELT Room

Provide .25 ELL Room

Provide .25 MRT Room

Provide .25 IIT Room

Provide .25 Spanish Teacher Office

Provide .25 Social Worker Office

Kitchen storage issues

Expand kitchen for extra storage, refrigerators and freezers

Improve cafeteria serving line

Building storage issues

Provide storage rooms for custodial and maintenance needs

Provide storage rooms for staff and school materials

Parking issues

- Expand parking lots for staff and visitors
- Extend sidewalk along front entrance loop for improved safety

Security systems and safety issues

- Provide new increased security and safety measures

North Stratfield Elementary School

Built: 1961
Renovated: 1996 & 2000
Status: N/A
Portables: None

Renovation and Addition

- Implement all building code, life safety code and fire code requirements
- Upgrade core facilities
- Design and install new HVAC fresh air and air-conditioning system

Program/Capacity Deficiencies

- Provide 1.5 Gym Space
- Provide 1.0 Science Classroom
- Provide .5 Instrumental music classroom
- Provide .5 Gifted Room
- Provide .5 SPED Room
- Provide .5 OT/PT Room
- Provide .25 ELL Room

Kitchen storage issues

- Expand kitchen for extra storage, refrigerators and freezers
- Improve cafeteria serving line

Parking issues

- Expand parking lots for staff and visitors
- Extend sidewalk along front entrance loop for improved safety

Building storage issues

- Provide storage rooms for custodial and maintenance needs
- Provide storage rooms for staff and school materials

Security systems and safety issues

- Provide increased security and safety measures

Osborn Hill Elementary School

Built: 1958
Renovated: 1969, 1981, 1997, 2000 & 2009
Status: N/A
Portables: None

Renovation and Addition

- Design and install an addition to attach steel fabricated modular building to existing facility
- Implement all building code, life safety code and fire code requirements
- Upgrade core facilities

Design and install new fire sprinkler system
Design and install new HVAC fresh air and air-conditioning system
Install additional lockers due to increased enrollment

Program/Capacity Deficiencies

Provide 1.5 Gym Space
Provide 1.0 Instrumental Music Classroom
Provide .5 Teachers Work Room
Provide .5 Conference Room
Provide .5 Art Room
Provide .5 Music Room
Provide .5 Gifted Room
Provide .5 SPED Room
Provide .25 LAC Room
Provide .25 ELL Room
Provide .25 MRT Room
Provide .25 IIT Room
Provide .25 Spanish Teacher Office
Provide .25 Literary Tutor Office
Provide .25 Social Worker Office

Parking issues

Expand parking lots for staff and visitors
Extend sidewalk along front entrance loop for improved safety

Building storage issues

Provide storage rooms for custodial and maintenance needs
Provide storage rooms for staff and school materials

Security systems and safety issues

Provide increased security and safety measures

Riverfield Elementary School

Built: 1959
Renovated: 1971 & 2000
Status: N/A
Portables: 5 (2 Purchased in 2009 & 3 purchased in 2004)

Renovation and addition

Design and install an addition to eliminate portable classrooms
Implement all building code, life safety code and fire code requirements
Upgrade core facilities
Design and install new fire sprinkler system
Design and install new HVAC fresh air and air-conditioning system
Install additional lockers

Program/Capacity Deficiencies

Provide 1.5 Gym Space
Provide 3.0 General Classrooms
Provide 1.0 Instrumental Music Classroom
Provide 1.0 Music Classroom
Provide 1.0 Staff Lunch and Work Room
Provide .5 SPED Room
Provide .75 OT/PT Room and Spanish Classroom

- Provide .25 LAC Room
- Provide .25 ELT Room
- Provide .25 Social Worker Room
- Provide .25 Gifted Room
- Provide .25 Spanish Teacher Office

Parking Issues

- Expand parking lots for staff and visitors
- Extend sidewalk along front entrance loop for improved safety

Kitchen storage issues

- Expand kitchen for extra storage, refrigerators and freezers
- Improve cafeteria serving line

Building storage issues

- Provide storage rooms for custodial and maintenance needs
- Provide storage rooms for staff and school materials

Security systems and safety issues

- Provide increased security and safety measures

Sherman Elementary School*

- Built:* 1963
- Renovated:* 1977, 2001 & 2009
- Status:* 2011 Special Projects Standing Building Committee
In design development phase
- Portables:* 1 (Purchased in 2001 and moved from FHS in 2003)

Renovation and Addition

- Implement all building code, life safety code and fire code requirements
- Upgrade core facilities
- Design and install new fire sprinkler system
- Design and install new HVAC fresh air and air-conditioning system
- Install additional lockers due to increased enrollment

Program/Capacity Deficiencies

- Provide 1.0 Science Classroom
- Provide .5 OT/PT Classroom
- Provide 1.0 Instrumental Music Classroom
- Provide 1.0 Computer Lab Classroom
- Provide .5 Teachers Work Room
- Provide .5 Conference Room
- Provide .5 Gifted Room
- Provide .5 SPED Room
- Provide .25 ELT Room
- Provide .25 ELL Room
- Provide .25 MRT Room
- Provide .25 IIT Room
- Provide .25 Spanish Teacher Office
- Provide .25 Social Worker Office
- Provide .25 Server Room

Parking issues

- Expand parking lots for staff and visitors

Extend sidewalk along front entrance loop for improved safety

Building storage issues

Provide storage rooms for custodial and maintenance needs

Provide storage rooms for staff and school materials

Kitchen storage issues

Expand kitchen for extra storage, refrigerators and freezers

Security systems and safety issues

Provide new, increased security and safety measures

*Some items listed above will be addressed in the building project scheduled for completion in 2011.

Stratfield Elementary School*

Built: 1929

Renovated: 1948, 1972 & 2010

Status: 2010 Stratfield Building Committee
September 2011 completion date for project

Portables: None

Kitchen storage issues

Expand kitchen for extra storage, refrigerators and freezers

Security systems and safety issues

Provide increased security and safety measures

*Items listed above are not included in building project scheduled for completion in 2011.

Middle Schools:

Fairfield Woods Middle School*

Built: 1954

Renovated: 1961, 1972 & 1995

Status: 2011 Fairfield Woods Building Committee
September 2013 completion date for project

Portables: None

Renovation and Addition

Design and install new HVAC fresh air and air-conditioning system to add to existing system to cover entire school

Install new lockers to replace old lockers for a portion of the school (Bradley/Jackson Wing) and for increasing enrollment

Windows

Replace old windows with new windows

Building storage issues

Provide storage rooms for custodial and maintenance needs

Provide storage rooms for staff and school materials

Security systems and safety issues

Provide increased security and safety measures

*Items listed above are not included in building project scheduled for completion in 2013.

Roger Ludlowe Middle School

Built: 2003

Renovated: N/A

Status: N/A

Portables: None

Building storage issues

Provide storage rooms for custodial and maintenance needs

Provide storage rooms for staff and school materials

Security systems and safety issues

Provide increased security and safety measures

Tomlinson Middle School

Built: 1917

Renovated: 1942, 1958, 1976, 2006

Status: N/A

Portables None

Renovation and Addition

Evaluate cafeteria size and options to accommodate enrollment

Parking issues

Expand parking lots for staff and visitors; the parent entrance drop off interferes with buses

Kitchen storage issues

Expand kitchen for extra storage, refrigerators and freezers

Building storage issues

Provide storage rooms for custodial and maintenance needs

Provide storage rooms for staff and school materials

Security systems and safety issues

Provide increased security and safety measures

High Schools:

Fairfield Ludlowe

Built: 1950

Renovated: 1963, 1972, 1995 & 2005

Status: Window replacement project at Town Facilities Commission (TFC)

Portables: None

Renovation and Addition

Design and install six additional classrooms to accommodate increased enrollment

Install additional lockers to accommodate increased enrollment

Design and install an addition onto the existing cafeteria to accommodate increased enrollment
Design and install new HVAC fresh air and air-conditioning system to add to existing system
to cover entire school
Renovate all boys and girls gang bathrooms

Windows

Replace old windows with new windows (at TFC)

Parking issues

Expand parking lots for staff, visitors and growing enrollment and investigate all the parent
drop off areas for handling increased enrollment

Building storage issues

Provide storage rooms for custodial and maintenance needs
Provide storage rooms for staff and school materials

Kitchen storage issues

Expand kitchen for extra storage, refrigerators and freezers and make arrangements to open and
operate the fourth serving line

Security systems and safety issues

Provide increased security and safety measures

Fairfield Warde

Built: 1955

Renovated: 2003, 2006

Status: Roof replacement project at Town Facilities Commission (TFC)

Portables: None

Renovation and Addition

Design and install two additional classrooms to accommodate increased enrollment
Install additional lockers to accommodate increased enrollment
Design and install an addition onto the existing cafeteria to accommodate increased enrollment
Design and install new HVAC fresh air and air-conditioning system to add to existing system
to cover entire school
Renovate all boys and girls gang bathrooms

Windows

Replace old windows with new windows

Building storage issues

Provide storage rooms for custodial and maintenance needs
Provide storage rooms for staff and school materials

Kitchen storage issues

Expand kitchen for extra storage, refrigerators and freezers and make arrangements to open and
operate the fourth serving line

Security systems and safety issues

Provide increased security and safety measures

Alternative High School

In fiscal year 2008-2009 the CO-OP and PAL program were combined and the Alternative High School
was created. This program is housed in a leased facility located at 108 Biro Street formerly known as St.
Emery's School. This lease is a three-year lease and was negotiated and facilitated by the Town of
Fairfield. We are proposing that the Town of Fairfield purchase this property.

Methodology for Determining Project Costs

1. Review and define scope of work with the principal, staff and users.
2. Review and define scope of work with the central office internal renovation and construction professionals.
3. Perform a history “checks and balances” of past similar projects, similar scope of work, bid documents and cost estimates.
4. Solicit opinions at no cost from consultants, vendors, and contractors for similar projects to provide cost estimates.
5. Discuss scope of projects with the Town Department of Public Works and purchasing for assistance with similar projects for cost estimating purposes.
6. Review project scope for State Department of Education, Bureau of School Facilities reimbursement, capability, and filing.
7. Review project for possible grants and funding sources from the State and/or other local organizations.
8. Calculate project scope square footage and provide draft costs per square foot from the following sources:
 - a. SDE BSF cost per square foot for educational facilities
 - b. Contractors cost per square foot for similar projects
 - c. Previous bid projects/documentation for similar scope of work
9. Investigate hazardous material issues with old building materials to identify if testing data needs to be figured into the cost estimates. Estimates are based on past similar projects.
10. Review architectural, engineering, and other consultants required for projects and provide cost estimates based on verbal discussions and past similar projects.
11. Investigate and define the project scheduling to identify if all work will be straight time versus premium time.
12. Determine project contingencies according to the size of the project, the scope of work and the possibility of unknowns for the building and/or the project site.
13. Incorporate project safety procedures and interim life safety measures for work to be performed in an educational facility, as well as work performed during occupied hours.
14. For projects that are scheduled over multiple years and/or are part of a long term plan, cost escalation factors are figured into the cost estimate.
15. Determine project cost estimate.

Fairfield Public Schools
Long Range Facilities Plan
2011-2015 Summary

School	2011-2012	2012-2013*	2013-2014*	2014-2015*	Total
Burr Elementary School	\$ -	\$ -	\$ -	\$ -	\$ -
Dwight Elementary School	315,000	17,105	1,232,342	4,452,459	6,016,906
Holland Hill Elementary School	228,642	17,105	9,486,525	-	9,732,272
Jennings Elementary School	250,000	-	-	-	250,000
McKinley Elementary School	100,000	-	-	-	100,000
Mill Hill Elementary School	250,000	275,625	-	11,993,435	12,519,060
North Stratfield Elementary School	196,429	-	-	364,652	561,081
Osborn Hill Elementary School	252,646	17,105	347,288	551,250	1,168,288
Riverfield Elementary School	9,092,164	-	-	-	9,092,164
Sherman Elementary School	188,581	17,105	-	-	205,686
Stratfield Elementary School	-	-	-	-	-
Fairfield Woods Middle School	-	-	-	-	-
Roger Ludlowe Middle School	300,000	-	-	-	300,000
Tomlinson Middle School	250,000	-	-	668,528	918,528
Early Childhood Center	105,000	-	-	-	105,000
Fairfield Ludlowe High School	-	5,788,125	-	461,614	6,249,739
Fairfield Warde High School	1,576,814	1,576,814	5,987,995	1,575,000	10,716,623
Total - Gross	13,105,276	7,708,983	17,054,150	20,066,938	57,935,346
Estimated SDE Reimbursement	(2,701,815)	(1,539,210)	(3,923,303)	(3,343,919)	(11,508,247)
Total - Net	\$ 10,403,461	\$ 6,169,773	\$ 13,130,847	\$ 16,723,018	\$ 46,427,099

*Includes 5 percent construction inflation adjustment

Fairfield Public Schools
Long Range Facilities Plan
2011-2012 Summary

School	Description	Cost
Dwight Elementary School	Replace two 1962 boilers*	\$ 315,000
Holland Hill Elementary School	Major roof warranty extension	103,642
	Replace 1978, 10,000 gallon, oil tank*	125,000
	Subtotal Holland Hill Elementary School	228,642
Jennings Elementary School	Renovate bathrooms*	250,000
McKinley Elementary School	Roof/Coping repair*	100,000
Mill Hill Elementary School	New ceiling and lights*	250,000
North Stratfield Elementary School	Major roof warranty extension	196,429
Osborn Hill Elementary School	Major roof warranty extension	252,646
Riverfield Elementary School	New classroom addition and renovations with core upgrades	8,931,995
	Major roof warranty extension	160,169
	Subtotal Riverfield Elementary School	9,092,164
Sherman Elementary School	Major roof warranty extension	188,581
Roger Ludlowe Middle School	New exterior siding*	250,000
	Partial roof repair*	50,000
	Subtotal Roger Ludlowe Middle School	300,000
Tomlinson Middle School	Front façade cornice work and painting*	250,000

Early Childhood Center	New motor skills playground (fully enclosed)*	60,000
	New rubber surfacing on existing playground*	45,000
	Subtotal Early Childhood Center	105,000
Fairfield Warde High School		
Major roof replacement (Phase 2 of a 4 phase program)	1,576,814	
Gross Total	13,105,276	
Estimated SDE Reimbursement	(2,701,815)	
Net Total	\$ 10,403,461	

* potential short-term capital improvement projects

Fairfield Public Schools
 Long Range Facilities Plan
 2012-2013 Summary

School	Description	Cost
Dwight Elementary School	Minor roof replacements*	\$ 17,105
Holland Hill Elementary School	Minor roof replacements*	17,105
Mill Hill Elementary School	New bathrooms*	275,625
Osborn Hill Elementary School	Minor roof replacements*	17,105
Sherman Elementary School	Minor roof replacements*	17,105
Fairfield Ludlowe High School	Renovate bathrooms* Enrollment driven renovations and upgrades	1,378,125 4,410,000
	Subtotal Fairfield Ludlowe High School	5,788,125
Fairfield Warde High School	Major roof replacement (Phase 3 of a 4 phase program)	1,576,814
	Gross Total	7,708,983
	Estimated SDE Reimbursement	(1,539,210)
	Net Total	\$ 6,169,773

*potential short-term capital improvement projects

Fairfield Public Schools
 Long Range Facilities Plan
 2013-2014 Summary

School	Description	Cost
Dwight Elementary School	Major roof replacement*	1,232,342
Holland Hill Elementary School	New classroom addition and renovation with core upgrades	9,486,525
Osborn Hill Elementary School	Renovate Bathrooms*	347,288
Fairfield Warde High School	Enrollment driven renovations and upgrades	1,389,150
	New windows*	1,575,000
	Renovate bathrooms*	1,447,031
	Major roof replacement	1,576,814
	(Phase 4 of a 4 phase program)	
	Subtotal Fairfield Warde High School	5,987,995
	Gross Total	17,054,150
	Estimated SDE Reimbursement	(3,923,303)
	Net Total	\$ 13,130,847

*potential short-term capital improvement projects

Fairfield Public Schools
 Long Range Facilities Plan
 2014-2015 Summary

School	Description	Cost
Dwight Elementary School	Renovate bathrooms*	\$ 303,877
	ADA and core upgrades	4,148,582
	Subtotal Dwight Elementary School	4,452,459
Mill Hill Elementary School	Minor roof replacement*	\$ 461,614
	New addition and renovations with core upgrades	11,531,821
	Subtotal Mill Hill Elementary School	11,993,435
North Stratfield Elementary School	Replace two 1964 boilers*	364,652
Osborn Hill Elementary School	New windows*	551,250
Tomlinson Middle School	Ceiling and lights*	668,528
Fairfield Ludlowe High School	Minor roof replacement*	461,614
Fairfield Warde High School	New windows*	1,575,000
	Gross Total	20,066,938
	Estimated SDE Reimbursement	(3,343,919)
	Net Total	\$ 16,723,018

*potential short-term capital improvement projects

Fairfield Ludlowe High School

School building upgrades and renovations with costs

Space Deficiencies
\$ 3,200,000

New Classrooms and Addition(s)

Includes:

- ADA compliance*
- Fresh Air Ventilation/Air Conditioning*
- ACT Ceilings and Lights*
- Fire protection*
- Expand Kitchen with Freezer/Refrigerator Storage*
- Expand Serving Line by Opening Fourth Serving Line*
- Controls*
- Lockers*
- Grounds and Site Work*
- Protection Phase*
- Cutout and/or Connection Corridor*
- Technology*
- Security/Safety*
- Classroom relocation allowance*
- Electrical (panel upgrade)*
- Phone System*
- Carpeting - Media Center*
- Life safety code updates (hardware replacements)*
- Alarms*

Maintenance Projects
\$ 1,000,000

Girls and Boys Gang Bathroom Renovations

\$ 420,000

Construction Contingency

\$ 630,000

Soft Cost/Miscellaneous items

- Architectural/Engineering*
- Asbestos abatement allowance*
- IAQ Monitoring (Air Clearance Consultants)*
- Start up and training*
- Cleaning of existing building systems*
- Demolition*
- Unforeseen conditions*
- Other*

Total Budget (2011 Dollars) \$ 5,250,000
Total Budget (2013 Dollars) \$ 5,788,125

Holland Hill Elementary School

School building upgrades and renovations with costs

Space Deficiencies			
\$	3,958,438		
Core Upgrades			
\$	990,500	New Classrooms and Addition(s)	
	503,568	ADA compliance	
	153,213	Fresh Air Ventilation/Air Conditioning	
	293,748	ACT Ceilings and Lights	
	230,000	Fire protection (add sprinklers)	
	100,000	Expand Kitchen	
	100,000	Fire protection (add service)	
	46,800	Controls	
	30,000	Lockers	
	25,000	Grounds (staff parking expansion)	
	25,000	Protection Phase	
	25,000	Cutout & Connection Corridor	
	20,000	Technology	
	20,000	Security/Safety	
	15,000	Expand Serving line	
	15,000	Classroom relocation allowance	
	12,000	Electrical (panel upgrade)	
	10,000	Phone System	
	5,000	Carpeting - Media Center	
	5,000	Life safety code updates (hardware replacements)	
	641,193	Alarms	
		Construction Contingency	
\$	970,357	Soft Cost/Miscellaneous items	
		Architectural/Engineering	
		Asbestos abatement allowance	
		IAQ Monitoring (Air Clearance Consultants)	
		Start up and training	
		Cleaning of existing building systems	
		Demolition	
		Unforeseen conditions	
		Other	
		Total Budget (2011 Dollars)	\$ 8,194,817
		Total Budget (2014 Dollars)	\$ 9,486,525

Fairfield Warde High School

School building upgrades and renovations with costs

Space Deficiencies
\$ 960,000

New Classrooms and Addition(s)
Includes:

- Fresh Air Ventilation/Air Conditioning*
- ACT Ceilings and Lights*
- Fire protection*
- Expand Kitchen with Freezer and Refrigerator Storage*
- Fire protection*
- Controls*
- Lockers*
- Grounds and Site Work*
- Protection Phase*
- Cutout and/or Connection Corridor*
- Technology*
- Security/Safety*
- Expand Serving line by Opening Fourth Serving Line*
- Classroom relocation allowance*
- Electrical (panel upgrade)*
- Phone System*
- Carpeting - Media Center*
- Life safety code updates (hardware replacements)*
- Alarms*

Maintenance Projects
\$ 1,000,000
1,575,000
1,576,814

- Girls and Boys Gang Bathroom Renovations
- Window Replacements - One of Two Phases
- Roof Replacement - One of Four Phases

Construction Contingency

\$ 196,000

Soft Cost/Miscellaneous items

\$ 294,000

- Architectural/Engineering
- Asbestos abatement allowance
- IAQ Monitoring (Air Clearance Consultants)
- Start up and training
- Cleaning of existing building systems
- Demolition
- Unforeseen conditions
- Other

Total Budget (2011 Dollars)
Total Budget (2014 Dollars)

**Fairfield Public Schools
Long Range Facilities Plan
Future Projects (beyond 2014-2015)**

School	Description	Cost
Jennings Elementary School	Core upgrades Replace two 1966 boilers*	1,167,798 382,884
North Stratfield Elementary School	New acoustical ceiling and lights*	335,024
Osborn Hill Elementary School	Classroom addition and renovations with core upgrades	3,988,542
Stratfield Elementary School	Front façade and cornice wall painting*	351,775
Sherman Elementary School	Major roof replacement	1,181,242
Fairfield Woods Middle School	Renovate bathrooms* Replace windows*	984,970 825,000
Tomlinson Middle School	Replace windows* Minor roof replacement*	825,000 837,791
Fairfield Ludlowe High School	Major roof replacement (phase I) Replace two 1971 boilers* Major roof replacement (phase II)	1,815,101 773,905 1,815,101
Fairfield Warde High School	Replace two 1971 boilers*	469,033
Central Office (501 Kings Highway East) Maintenance Office (418 Meadow Street) St. Emery (108 Bito Street)	Leased property** Leased property** Leased property**	- - -
System-wide	Oil tank replacements (ten schools) Total	1,000,000 \$ 16,753,167

*potential short-term capital improvement projects

**Leased property costs have not been determined or included in this long term plan

Appendix A

BUILDING USE AND CAPACITY REPORT (MGT Report – December 14, 2010)

UTILIZATION RATES

The effective management of school facilities requires a school's capacity and enrollment to be aligned. When capacity exceeds enrollment (underutilization), operational costs are higher than necessary and facilities may need to be repurposed or the facilities may need to be removed from inventory. When enrollment exceeds capacity (overutilization), the school may be overcrowded and may require capital expenditures or redistricting to alleviate the crowding.

Exhibit 2-7 shows the functional capacities as calculated using the MGT and FPS approaches, and the operational capacity for each elementary school. The detailed calculations for each school are included in

Exhibit 2-7
Fairfield Public Schools
Functional and Operational Capacities

School	FPS Functional Capacity	MGT Functional Capacity	Operational Capacity
Burr	504	547	525
Holland Hill	336	363	159
Jennings	398	429	293
McKinley	504	547	525
Mill Hill	378	405	137
North Stratified	504	547	434
Osborn Hill	535	577	464
Riverfield	399	430	204
Roger Sherman	462	502	343
Stratfield	504	547	547
Timothy Dwight	388	420	307
Elementary School Total	4912	5314	3938

Source MGT of America, Inc. 2010.

As would be expected, the relationship between the FPS functional capacity and the MGT functional capacity is consistent, with MGT's capacity being eight percent higher on the average. However, the relationship of the

Appendix A – Capacity Calculations by School

Burr ES

Base line - 4 sections

Space Type	Functional Qty	Operational Qty	Comment
Capacity Rooms			
K-2 Classroom	12	11	
3-5 Classroom	12	12	
SPED (self-contained)	0	0	
PK Classroom	0	0	Located in Room 110
Non-Capacity Rooms			
Science	1	1	
Gifted Language Arts/Math	1	1	
Art	1	1	
Music	1	1	
Music Instrumental	1	1	
Resource (3 areas/rooms)	3	3	
PE/Gym	1	1	
Cafeteria/Auditorium	1	1	
Media Center	1	1	
Computer Lab	1	1	In LMC
Portable	0	0	

Space Type	MGT-Functional	MGT-Operational	District
K-2 Classroom	276	253	252
3-5 Classroom	300	300	252
SPED (self-contained)	0	0	0
PK Classroom	0	0	0
2010 Cap.	547	525	504
2010 Enroll	420	420	420
2010 Util.	77%	80%	83%

Program/Capacity Deficiencies	
Deficiency	Factor
No dedicated PK room	1
Total	1

Timothy Dwight ES

Base line - 3 sections

Space Type	Functional Qty.	Operational Qty.	Comment
Capacity Rooms			
K-2 Classroom	9	6	
3-5 Classroom	9	7	
SPED (self-contained)	1	1	Rm 14
PK Classroom	0	0	
Non-Capacity Rooms			
Science	0	0	
Gifted Language Arts/Math	0	0	Rm 3
Art	1	1	
Music	1	1	Rm 30
Music Instrumental	1	1	Rm 21
Resource (3 areas/rooms)	2	2	Rms 19
PE/Gym	1	1	
Cafeteria/Auditorium	1	1	
Media Center	1	1	
Computer Lab	0	0	In LMC - too small
Portable	0	0	

Space Type	MGT - Functional	MGT - Operational	District
K-2 Classroom	207	138	189
3-5 Classroom	225	175	189
SPED (self-contained)	10	10	10
PK Classroom	0	0	0
2010 Cap.	420	307	388
2010 Enroll	315	315	315
2010 Util.	75%	103%	81%

Program/Capacity Deficiencies	Factor
Band in classroom	1
No Gifted room	0.5
Only 2 SPED areas	0.5
Early Literacy in closet	0.25
No conference room	0.5
No computer lab	1
No science room	1
Total	4.75

Holland Hill ES

Space Type	Functional Qty.	Operational Qty.	Comment
Capacity Rooms			
K-2 Classroom	9	4	
3-5 Classroom	7	3	
SPED (self-contained)	0	0	
PK Classroom	0	0	
Non-Capacity Rooms			
Science	0	0	
Gifted Language Arts/Math	0	0	
Art	1	1	
Music	0	0	Portable
Music Instrumental	0	0	Stage
Resource (3 areas/rooms)	2	2	Rm 13
PE/Gym	1	1	
Cafeteria/Auditorium	1	1	
Media Center	1	1	
Computer Lab	1	1	In LMC
Portable	3	3	2 - Gr 5, 1- Music

Space Type	MGT- Functional	MGT- Operational	District
K-2 Classroom	207	92	189
3-5 Classroom	175	75	147
SPED (self-contained)	0	0	0
PK Classroom	0	0	0
2010 Cap.	363	159	336
2010 Enroll	333	363	333
2010 Util.	92%	229%	99%

Program/Capacity Deficiencies	Deficiency Factor
Room 18 - houses Gifted, Social Worker, MRT	1
No Science room	1
Lacking 1 SPED space	0.5
No conference room	0.5
No dedicated copy room (teacher workroom)	0.5
No Spanish teacher office	0.25
Two classes and music in portables	3
Instrumental music on stage	1
No Computer Room	1
No server room	0.25
Total	9

Jennings ES

Space Type	Functional Qty.	Operational Qty.	Comment
Capacity Rooms			
K-2 Classroom	9	6	
3-5 Classroom	9	6	
SPED (self-contained)	2	2	
PK Classroom	0	0	
Non-Capacity Rooms			
Science	0	0	
Gifted Language Arts/Math	0	0	
Art	1	1	Rm 25
Music	Portable	Portable	
Music Instrumental	Stage	Stage	
Resource (3 areas/rooms)	3	3	Rms 20, 21
PE/Gym	1	1	
Cafeteria/Auditorium	1	1	
Media Center	1	1	
Computer Lab	0	0	In LMC - too small
Portable	1	1	Music

Space Type	MGT-Functional	MGT-Operational	District
K-2 Classroom	207	138	189
3-5 Classroom	225	150	189
SPED (self-contained)	20	20	20
PK Classroom	0	0	0
2010 Cap.	429	293	398
2010 Enroll	347	347	347
2010 Util.	81%	119%	87%

Program/Capacity Deficiencies	Factor
Rm 26 houses LAC, MRT, IT, Instructional support, and conference	0.5
Some OT/PT in hall	0.25
ELL in closet	0.25
No ELL room	0.25
No Spanish office	0.25
No science room	1
No gifted room	0.5
Music in portable	1
Music instrumental on stage	1
No computer lab	1
Total	6

McKinley ES

Base line - 4 sections

Space Type	Functional Qty.	Operational Qty.	Comment	Space Type	MGT - Functional	MGT - Operational	District
Capacity Rooms							
K-2 Classroom	12	11		K-2 Classroom	276	253	252
3-5 Classroom	12	12		3-5 Classroom	300	300	252
SPED (self-contained)	0			SPED (self-contained)	0	0	0
PK Classroom	0	0	In faculty lunchroom	PK Classroom	0	0	0
Non-Capacity Rooms							
Science	1	1	Being used as regular classrm.	2010 Cap.	547	525	504
Gifted Language Arts/Math	0	0		2010 Enroll	491	491	491
Art	1	1		2010 Util	90%	93%	97%
Music	1	1					
Music Instrumental	1	1					
Resource (3 areas/rooms)	3	3					
PE/Gym	1	1					
Cafeteria/Auditorium	1	1					
Media Center	1	1					
Computer Lab	1	1					
Portable							

Program/Capacity/Deficiencies	Factor
Deficiency	1
No PK room	1
Total	1

MILL HILLS

Base line - 3 sections

Space Type	Functional Qty.	Operational Qty.	Comment
Capacity Rooms			
K-2 Classroom	12	3	
3-5 Classroom	6	3	
SPED (self-contained)	0	0	
PK Classroom	0	0	
Non-Capacity Rooms			
Science	0	0	
Gifted Language Arts/Math	0	0	
Art	1	1	
Music	0	0	Rm 7
Music Instrumental	1	1	
Resource (3 areas/rooms)	3	3	
PE/Gym	1	1	
Cafeteria/Auditorium	1	1	
Media Center	1	1	
Computer Lab	0	0	
Portable	5	5	4-5th, 1-4th

Space Type	MGT - Functional	MGT - Operational	District
K-2 Classroom	276	69	252
3-5 Classroom	150	75	126
SPED (self-contained)	0	0	0
PK Classroom	0	0	0
2010 Cap.	405	137	378
2010 Enroll	474	474	474
2010 Util.	117%	346%	125%

Program/Capacity Deficiencies	Factor
No Science room	1
No Spanish office	0.25
No Gifted room	0.5
Music on cart or in APR for some classes	0.5
OT/PT on stage	0.5
IT in conference room	0.25
1 SPED in office	0.5
No MRT room	0.25
ELL in closet	0.25
ELL in closet	0.25
Social Worker in Book Storage	0.25
5 regular classrooms in portables	5
Music in regular classroom, Rm 7	1
Computer lab in LMC	1
Total	11.5

North Stratfield ES

Base line - 4 sections

Space Type	Functional Qty.	Operational Qty.	Comment
Capacity Rooms			
K-2 Classroom	12	9	
3-5 Classroom	12	10	
SPED (self-contained)	0	0	
PK Classroom	0	0	
Non-Capacity Rooms			
Science	0	0	
Gifted Language Arts/Math	0	0	
Art	1	1	
Music	1	1	
Music Instrumental	1	1	
Resource (3 areas/rooms)	3	3	
PE/Gym	1	1	
Cafeteria/Auditorium	1	1	
Media Center	1	1	
Computer Lab	1	1	
Portable	0	0	

Space Type	MGT - Functional	MGT - Operational	District
K-2 Classroom	276	207	252
3-5 Classroom	300	250	252
SPED (self-contained)	0	0	0
PK Classroom	0	0	0
2010 Cap.	547	434	504
2010 Enroll	483	483	483
2010 Util.	88%	111%	96%

Program/Capacity Deficiencies	Factor
2 gym classes at same time	1.5
No science room	1
Some music classes in APR	0.5
OT/PT on stage	0.5
No dedicated gifted room	0.5
LMC lacking storage due to location of 2	0.5
SPED classes	
No ELL space	0.25
Total	4.75

Osborn HILLS

Base line - 4 sections

Space Type	Functional Qty	Operational Qty	Comment
Capacity Rooms			
K-2 Classroom	14	11	
3-5 Classroom	11	9	
SPED (self-contained)	1	1	
PK Classroom	0	0	
Non-Capacity Rooms			
Science	1	1	being used as 5th gr/science
Gifted Language Arts/Math	0	0	In LMC
Art	1	1	Some classes on a cart
Music	1	1	Some classes on a cart
Music Instrumental		Stage	
Resource (3 areas/rooms)	2	2	Rm 122
PE/Gym	1	1	
Cafeteria/Auditorium	1	1	
Media Center	1	1	
Computer Lab	1	1	
Portable	0	0	

Space Type	MGT Functional	MGT Operational	District
K-2 Classroom	322	253	294
3-5 Classroom	275	225	231
SPED (self-contained)	10	10	10
PK Classroom	0	0	0
2010 Cap.	577	464	535
2010 Enroll	538	538	538
2010 Util.	93%	116%	101%

Program/Capacity/Deficiencies	Factor
Room 144 - Teacher's Workroom also houses SPED and Math Resource	0.75
Room 128 - LMC closet houses LAC	0.25
Room 1 - Admin. Closet houses IIT	0.25
Room 106a - Storage houses social worker	0.25
No conference room	0.5
No office for Spanish teacher	0.25
2 gym classes at same time	1.5
ELL in hall	0.25
Literary tutor in LMC closet	0.25
Art on a cart for some classes	0.50
Music on a cart for some classes	0.5
Gifted Language Arts/Math in LMC	0.50
Music Instrumental on stage	1.00
Only 2 SPED areas	0.50
Subtotal	7.25
2 extra classrooms over 4 section	-2.00
Total	5.25

Riverfield ES

Space Type	Functional Qty	Operational Qty	Comment
Capacity Rooms			
K-2 Classroom	11	5	
3-5 Classroom	8	4	
SPED (self-contained)	0	0	
PK Classroom	0	0	
Non-Capacity Rooms			
Science	1	1	
Gifted Language Arts/Math	0	0	in LMC
Art	1	1	
Music	Portable	Portable	
Music Instrumental	Portable	Portable	
Resource (3 areas/rooms)	2	2	Rm 6
PE/Sym	1	1	
Cafeteria/Auditorium	1	1	
Media Center	1	1	
Computer Lab	1	1	in LMC
Portable	5	5	2-3 rd ; 1-4 th ; music, band & orchestra

Space Type	MGT - Functional	MGT - Operational	District
K-2 Classroom	253	115	231
3-5 Classroom	200	100	168
SPED (self-contained)	0	0	0
PK Classroom	0	0	0
2010 Cap.	430	204	399
2010 Enroll.	451	451	451
2010 Util.	105%	221%	113%

Program/Capacity Deficiencies	Factor
Music and Instrumental Music in portables	2
Gifted, Spanish in LMC server room	0.5
Lang. Arts in staff lunch room	0.25
Only 2 SPED areas	0.5
ELT in closet #7	0.25
Social Worker in Book Room	0.25
No dedicated space for Spanish and OT/PT	0.75
2 gym classes at same time	1.5
Staff Lunch and work room in classroom	1
3 regular classrooms in portables	3
Total	10

Roger Sherman

Base line - 3.66 sections

Space Type	Functional Qty.	Operational Qty.	Comment
Capacity Rooms			
K-2 Classroom	11	7	
3-5 Classroom	11	8	
SPED (self-contained)	0	0	
PK Classroom	0	0	
Non-Capacity Rooms			
Science	0	0	
Gifted Language Arts/Math	0	0	
Art	1	1	
Music	1	1	
Music Instrumental	0	0	Portable
Resource (3 areas/rooms)	2	2	
PE/Gym	1	1	
Cafeteria/Auditorium	1	1	
Media Center	1	1	
Computer Lab	0	0	in LMC - too small
Portable	1	1	

Space Type	MGT - Functional	MGT - Operational	District
K-2 Classroom	253	161	231
3-5 Classroom	275	200	231
SPED (self-contained)	0	0	0
PK Classroom	0	0	0
2010 Cap.	502	343	462
2010 Enroll	442	442	442
2010 Util.	88%	129%	96%

Program/Capacity Deficiencies	Factor
No Science room	1
OT/PT, SW, and MRT in classroom	1
Music instrumental in portable	1
1 SPED in LMC Office	0.5
ELT in storage room	0.25
Teacher's work room in LMC work room	0.5
Spanish teacher in storage room	0.25
Server in Faculty lunch room	0.25
Stage is used for storage	0.5
Gifted, IIT, ELL located in conference room	1
No computer lab	1
Total	7.25

Stratfield ES

Base line - 4 sections

Space Type	MGT - Functional	MGT - Operational	District
K-2 Classroom	276	276	252
3-5 Classroom	300	300	252
SPED (self-contained)	0	0	0
PK Classroom	0	0	0
2010 Cap.	547	547	504
2010 Enroll	483	483	483
2010 Util.	88%	88%	96%

Space Type	Functional Qty.	Operational Qty.	Comment
Capacity Rooms			
K-2 Classroom	12	12	
3-5 Classroom	12	12	
SPED (self-contained)	0	0	
Non-Capacity Rooms			
Science	1	1	
Gifted Language Arts/Math	2	2	Rms 303, 302
Art	1	1	
Music	1	1	
Music Instrumental	1	1	
Resource (3 areas/rooms)	3	3	Rms 001, 002, 003
PE/Gym	1	1	
Cafeteria/Auditorium	1	1	
Media Center	1	1	
Computer Lab	1	1	
Portable	0	0	

Program/Capacity Deficiencies	Factor
Deficiency	0

Appendix B

PORTABLE CLASSROOM STUDY

T. Cullen
August 16, 2010

SHERMAN ELEMENTARY SCHOOL

- A. HAS 1 PORTABLE CLASSROOM.
- B. BY COMPANIES: G.E., VANGUARD, ARTHUR and CARPENTER.
- C. YEARS INSTALLED:
2003 - (moved from FHS) – Purchase 2001.

MILL HILL ELEMENTARY SCHOOL

- A. HAS 5 PORTABLE CLASSROOMS.
- B. BY COMPANIES: CARPENTER and M-SPACE.
- C. YEARS INSTALLED:
2000 - Purchase.
2001 - Purchase.
2008 - (3 classrooms) - Purchase.

HOLLAND HILL ELEMENTARY SCHOOL

- A. HAS 3 PORTABLE CLASSROOMS.
- B. BY COMPANIES: G.E., VANGUARD and CARPENTER.
- C. YEARS INSTALLED:
2007 - (2 classrooms) - Purchase.
2000 - Purchase.

RIVERFIELD ELEMENTARY SCHOOL

- A. HAS 5 PORTABLE CLASSROOMS.
- B. BY COMPANIES: G.E., CARPENTER and VANGUARD
- C. YEARS INSTALLED:
2009 - (2 classrooms) - Moved from Osborn Hill – Purchase 2000.
2004 - (3 classrooms) - Moved from FHS - Purchase 2001.

JENNINGS ELEMENTARY SCHOOL

- A. HAS 1 PORTABLE CLASSROOM.
- B. BY COMPANY: G.E.
- C. YEAR INSTALLED:
2002 - Purchase.

The following Elementary Schools DO NOT have any portable classrooms:

- A. BURR ELEMENTARY SCHOOL
- B. DWIGHT ELEMENTARY SCHOOL
- C. MCKINLEY ELEMENTARY SCHOOL
- D. NORTH STRATFIELD ELEMENTARY SCHOOL
- E. OSBORN HILL ELEMENTARY SCHOOL
- F. STRATFIELD ELEMENTARY SCHOOL

The following Middle Schools DO NOT have any portable classrooms:

- A. FAIRFIELD WOODS MIDDLE SCHOOL
- B. ROGER LUDLOWE MIDDLE SCHOOL
- C. TOMLINSON MIDDLE SCHOOL

The following High Schools DO NOT have any portable classrooms:

- A. FAIRFIELD LUDLOWE HIGH SCHOOL
- B. FAIRFIELD WARDE HIGH SCHOOL
- C. ALTERNATIVE HIGH SCHOOL

TRANSPORTATION

- A. HAS 1 PORTABLE CLASSROOM.
- B. YEAR INSTALLED:
2009 – (moved from Osborn Hill) – Purchase 2000.

TOTAL:	15 Portable Classrooms
	14 Are at Elementary Schools