

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

PLEASE NOTE
7:00 PM START TIME

Board of Education
Fairfield Public Schools
Fairfield, CT

Tuesday, April 10, 2012

REGULAR MEETING
7:00 P.M.

501 Kings Highway East
2nd Floor Board Conference Room

AGENDA

- I. Call to Order and Roll Call
- II. Pledge of Allegiance
- III. Approval of Minutes

A. Approval of Minutes of the Regular Meeting of March 13, 2012

Recommended Motion: "that the Board of Education approve the Minutes of the Regular Meeting of March 13, 2012"

(Enclosure No. 1)

IV. Student/Committee/Liaison Reports

Emma Sweet/Sara Wiant	Fairfield Ludlowe High School Student Liaison
Stephanie Teixeira	Fairfield Warde High School Student Liaison
Brand, Sue	Board of Health Member
Convertito, John	Special Projects Standing Building Committee Member
Dwyer, Philip	Building Projects Review Committee Member Cooperative Educational Services (CES) Council Member
Fattibene, Paul	Stratfield Building Committee Liaison Transportation Advisory Committee Member

Gerber, Jessica	Parks & Recreation Commission Member
Iacono, Pamela	Representative Town Meeting (RTM) Liaison Riverfield Building Committee Liaison
Kennelly, Jennifer	Policy Committee Chair SEPTA Liaison
Kery, Tim	PTA Council Liaison Board of Finance Liaison
Liu, Perry	Fairfield Woods Building Committee Liaison

V. Superintendent's Report

A. Review of Quarterly Financial Report Through March 31, 2012 – Doreen Munsell

(Enclosure No. 2)

VI. Old Business

A. Approval of Naming Fairfield Woods Middle School Fitness Center

Recommended Motion: “that the Board of Education approve naming the Fairfield Woods Middle School Fitness Center in honor of Mr. Ray Agostino”

(Enclosure No. 3)

B. Approval of Educational Specifications for the Osborn Hill Elementary School Window Replacement Project

Recommended Motion: “that the Board of Education approve the Educational Specifications for the Osborn Hill Elementary School Window Replacement Project”

(Enclosure No. 4)

C. Approval of UI Energy Opportunities Program – Proposed Projects at Mill Hill Elementary School and Holland Hill Elementary School

Recommended Motion: “that the Board of Education Approve the UI Energy Opportunities Program – Proposed Projects at Mill Hill Elementary School and Holland Hill Elementary School”

(Enclosure No. 5)

D. Approval of Elementary Math Curriculum, Grades 3-5

Recommended Motion: “that the Board of Education approve the Elementary Math Curriculum, Grades 3-5”

E. Approval of Policy #5119 - Student Discipline

Recommended Motion: “that the Board of Education approve Policy #5119 - Student Discipline”

(Enclosure No. 6)

VII. New Business

A. Date and Time of Fairfield Ludlowe High School and Fairfield Warde High School Graduation

Recommended Motion: "that the Board of Education establish Thursday, June 21, 2012, at 6:00 p.m. as the date and time of graduation for Fairfield Ludlowe High School and Fairfield Warde High School Class of 2012"

B. Discussion of Fairfield Public Schools Food Service Program

(Enclosure No. 7)

VIII. Public Comments and Petitions

During this period the Board will hear comments and receive petitions from any citizen present at the meeting. Any single presentation must be limited to two minutes, and audio-visual equipment cannot be used without the advance authorization of the Chairman. **The Board will not hear comment on individual personnel matters or comments addressed to a specific member(s) of the Board.** Decorum will be enforced. Citizens are asked to comment on any voting item at the time the item is under consideration by the Board.

IX. Open Board Comment

X. Pending Claims and Litigation

Recommended Motion: "that the Board of Education convene into Executive Session for the purpose of discussing pending claims and litigation"

XI. Adjournment

CALENDAR OF EVENTS

May 8, 2012	Board of Education Student Recognition Awards 7:00 PM Regular Board Meeting 7:30 PM	Fairfield Ludlowe High School 785 Unquowa Road Auditorium
May 22, 2012	Board of Education Regular Board Meeting	7:30 p.m. 501 Kings Highway East 2 nd Floor Conference Room

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

APR 10 2012

FAIRFIELD BOARD OF EDUCATION
MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
Tuesday, March 13, 2012

Minutes of the Regular Meeting of the Board of Education held Tuesday, March 13, 2012, at 501 Kings Highway East, 2nd Floor Board Conference Room.

1. Chairman Ms. Pamela Iacono called the Regular Meeting of the Board of Education to order at 7:30 p.m. Other Board members present were: Mrs. Sue Brand, Mr. Philip Dwyer, Mr. Paul Fattibene, Mrs. Jessica Gerber, Mr. Tim Kery, Mrs. Jennifer Maxon Kennelly (arrived 7:34 p.m.) and Mr. John Convertito (arrived 7:40 p.m.). Mr. Perry Liu was absent. Also in attendance were Superintendent Dr. David Title, Fairfield Ludlowe High School Student Representatives Emma Sweet and Sara Wiant, Fairfield Warde High School Student Representative Stephanie Teixeira and members of the administrative staff. Approximately 50 people comprised the remainder of the audience.
2. Ms. Iacono led the Board and audience in the Pledge of Allegiance.
3. A Moment of Silence was held in memory of Karen Jones, a member of the PTA at Roger Ludlowe Middle School and Osborn Hill Elementary School, who passed away last week.
4. Presentation
 - A. Presentation of the Elementary Math Curriculum, Grades 3-5

Dr. Gary Rosato stated that this represents the culmination of work by many elementary school teachers under the leadership of Walter Wakeman, Curriculum Leader for Elementary Math/Science. All of the elementary schools were involved, and a parent focus group was held on March 1st. Subsequent to the Board receiving the curriculum documents in their Friday packet, questions came forward so an additional packet of documents was put together and is at Board members' places this evening. The packet contains an Executive Summary of a report by the National Governors Association and the Council of Chief State School Officers, the two national groups responsible for putting together the Common Core State Standards; an overview of the Common Core State Standards Grades K-12; a Frequently Asked Questions document focused on the Common Core State Standards; and the final four documents are brief comparative studies of the Common Core State Standards.

Mr. Wakeman recognized the teachers who have been working on this curriculum over the past few years and are present at the meeting this evening. He also acknowledged the building principals who were very supportive during this process. Tonight he is bringing forward the revised math curriculum for grades 3, 4 & 5. Over the past few years the teachers looked at the Common Core State Standards and identified what the big concepts are and how to organize them, not only across the grade levels, but how to articulate them through the grade levels so there is a continuum. He briefly highlighted the standards in grades 3, 4 & 5. Each grade level has an overview, a pacing guide, central understandings, essential questions, assessments, content outline and standards. Each unit is described with an overview, the big ideas that are being addressed in that unit along with essential questions that are unit specific and standards that are aligned with the unit. Mr. Wakeman showed several slides of students collaborating and communicating, explaining their thinking to each other and how best to approach the problem solving as they work together. He gave an overview of the curriculum documents and illustrated what mathematical practices look like and how they come alive in the classroom.

Approximately one hour of Board questions and comments followed.

Mrs. Brand commented on the term spiral instruction and asked what we currently use. Mr. Wakeman stated that currently we have more of a spiraling curriculum. An example is in 3rd grade we talk about place value concepts, in 4th grade we re-address those same place value

concepts and in 5th grade they are revisited again. The proposed curriculum moves away from spiraling with a greater emphasis on depth of understanding and mastery at each grade level. Mrs. Brand asked if Mr. Wakeman has had an opportunity to evaluate how this curriculum is going to work relative to what the expectations are. Mr. Wakeman stated that we will be using the Blue Ribbon, we have the Connecticut Mastery Test for the next few of years, the first day of every unit there is a fluency component that captures information on how students are performing over time and a district fluency test is implemented three times year. We will also be looking at how students are performing as they leave the elementary grades and enter middle school. Mrs. Brand asked if there are common assessments that the faculty have agreed on and if they are consistent throughout the district. Mr. Wakeman stated that there are end of unit assessments that involve both skills-based assessments as well performance assessments. Dr. Rosato pointed out that the CMT will be going away, and the Common Core State Standards are going to be measured against a new assessment that will be coming out in 2015. The State is currently piloting new assessment items to measure the effectiveness of the Common Core and Fairfield is part of that.

Mr. Kery asked how the level of rigor is determined when designing a curriculum. Dr. Rosato stated that with this particular curriculum we started with what the Common Core requires us to do, and then we built opportunities into the curriculum for students to go well beyond that. Mr. Kery asked what the big changes are in this curriculum. Mr. Wakeman stated that the focus is to go deeper in understanding concepts at the elementary level. The primary focus is on developing number sense and place value, computation with whole numbers as well as getting into fractions. Mr. Kery stated that he would like to get a better understanding of spiraling. Dr. Title stated that there is less spiraling in the new model than in the current model; in other words, you will go deeper in a concept to mastery and then move on.

Mrs. Gerber asked about the basics such as the multiplication tables and rote memorization. Mr. Wakeman responded that basic facts are critical and very important for problem-solving. They have been included as regular practice in the units as well as in the district-wide assessment that is given three times a year.

Ms. Iacono asked what textbook Fairfield is using. Mr. Wakeman stated that Fairfield is using the Scott Foresman-Addison Wesley textbook. Ms. Iacono expressed some concerns with this textbook and stated that it didn't receive very good reviews from the limited research she did. Mr. Wakeman stated that it isn't the textbook that is our curriculum; the textbook becomes a resource to help implement the curriculum. Ms. Iacono asked if we looked at changing the textbook. Dr. Title stated that the problem is that the textbook publishers have not kept up with the changes in the Common Core State Standards. Right now it would be premature to recommend a new textbook and would not be money well spent. We will use what we can out of the existing textbook, knowing that it is just a piece of the resources available to teachers.

Mrs. Gerber stated that she did an informal poll of elementary school parents and it seems that some schools don't use the textbook at all while others do. Mr. Wakeman stated that as we are moving forward with the implementation of the new instructional model, there are guides and recommendations on the resources to use to help provide structure for teachers that align with the Common Core State Standards.

Mr. Convertito stated that when a new curriculum is presented, he would like to know where the old curriculum falls short and how the new curriculum corrects that. He asked if there is a budget impact in instituting this curriculum next year. Mr. Wakeman stated that there is a budget impact; however, it is already in the current budget. A large amount is in professional development for teachers to help them understand not only the Common Core State Standards but translating them; what does it actually look like in a classroom and the mathematical practices. We will also be purchasing some support resources to address the Common Core State Standards.

Mrs. Kennelly asked if there is research that confirms this method will deepen the understanding and improve performance at the advanced level mathematics. Mr. Wakeman stated that this is the shift that is occurring. It is developing a much deeper sense of understanding of numbers, number relationships, how numbers work, etc. Mrs. Kennelly stated that it can be frustrating for children when they feel they have the answer and are being made to do three other versions of solving the problem. Mr. Wakeman stated that a student may understand the standard algorithm and use it but do they understand why that procedure works. We are encouraging students to look at the numbers first and then decide which strategy would be the best and most efficient to attack the problem.

Mr. Dwyer asked if the middle school teachers were engaged in reviewing this curriculum so they know what students in grades 3-5 will be prepared for. Dr. Rosato stated that the middle school teachers who are currently working on their documents have these Common Core State Standards as their guide so they can see what is expected in K-5 and how it builds into the middle school program. Mr. Dwyer asked if Fairfield is benchmarked well against high achieving school districts around the nation. Mr. Wakeman stated that currently Fairfield does quite well.

5. Approval of Minutes

- A. Mrs. Brand moved, seconded by Mrs. Gerber that the Board of Education approve the Minutes of the Regular Meeting of February 28, 2012.

Motion carried: 8:0:0.

6. Student/Committee/Liaison Reports

- Fairfield Ludlowe High School Student Representatives Emma Sweet and Sara Wiant reported that the annual Battle of the Houses will take place next Friday, the sophomore dance will be held next weekend and the PTA Fashion Show was held this past weekend. The combined Warde and Ludlowe Boys' Ski Team won States, the Girls' Ski Team was runner up, the Girls' Gymnastics Team came in 3rd in FCIACs and 4th in States and the Cheerleading Team placed 1st in FCIACs and 2nd in States. The Connecticut Challenge Team competed in the State finals today against Wilton. CAPT testing finishes on Friday. Students in the music program will be performing in Disneyland at the end of March. Tomorrow is PI Day.
- Fairfield Warde High School Student Representative Stephanie Teixeira reported that CAPT testing concludes this Friday; four students were prizewinners at the Ferguson Library Art Show in Stamford; and 14 FWHS band, chorus and orchestra students auditioned and were selected for the All-State Music Festival in April. The Boys' Ski Team captured the State championship, the Girls' Ski Team placed second in States and Harry Warnick placed first in the mile run in the New England Championship and was recently named All-American. The FWHS Math Team finished second in the Fairfield County Math League and qualified for the State and New England competition. The FWHS Dance Team will compete in New England's this month. The annual Interact Club Talent Show, Harmony for Hunger, will take place this Friday. The 9th Grade Forum on Underage Drinking will be held on March 29th for students and parents.
- Mrs. Brand reported that she was not able to attend the Board of Health meeting but received the updates from Sands Cleary. PCB testing was done at Fairfield Ludlowe High School, and the dust wipe came up well below the 10 micrograms that would be considered an issue. Nursing Supervisor Joanne Ryan will be discussing with the State Department of Ed what legally qualifies for extra-curricular activities so they can determine how to delegate and how much latitude they have relative to who can administer medication. The Town Medical Advisor Dr. McDonald reviewed the change in legislation relative to concussions and what the current practice is, and Mrs. Brand will forward his written assessment to Mrs. Kennelly and Dr. Title. CES-Two representatives from the State Board of Ed visited and answered questions regarding the Governor's agenda. There will be an Open House for the Regional Center for the Arts on March 10 & 13. CES revised their discrimination policy to reflect the recent change in legislation. There will be a special program held on April 2 for students who are on boards of education, and the details are on the CES website. Mrs. Brand has been meeting with the CES subcommittee for finance as they prepare their upcoming budget.

- Mr. Convertito reported that the Special Projects Standing Building Committee met last week to approve some change orders. There has been some frustration with the committee dealing with the architect and the contractors as far as scheduling and moving things along. A lot of it has to do with windows and duct work. They have used a portion of the contingency, and the finger pointing is basically who caused this, why do we have to do this, etc.
- ◆ Mr. Dwyer reported that the Building Projects Review Committee met and a recommendation was made to create a calendar for the capital budget that would allow its presentation, review and approval earlier than the operating budget so that it separates these two workloads. If the Board of Education could approve the capital budget at the October meeting, then it could be reviewed by the Board of Selectmen, Board of Finance and the RTM starting in December. There was also some conversation about what projects should qualify for capital non-recurring and what should just be put in the operating budget. Mrs. Brand asked if it would be possible to back the capital request up even earlier so we wouldn't run into the November/December issue at all. Mr. Dwyer stated that the Board of Ed could move it back as far as they want. Dr. Title stated that he wants to avoid having the RTM consider this during the same month the Board of Ed is meeting on the operating budget. We could get it to the Board in September, with approval in October and then take it from there.
- ◆ Mr. Fattibene reported that the scheduled meeting for the Stratfield Building Committee was postponed, and there have been no referrals to the Transportation Safety Advisory Committee.
- ◆ Mrs. Gerber – No report.
- ◆ Ms. Iacono – No report.
- ◆ Mrs. Kennelly reported that SEPTA will meet tomorrow at 7:30 p.m. at McKinley. The Policy Committee met on March 5, and there was a lot of the discussion about the handbook that Mr. Dwyer is putting together. Mr. Dwyer has been gathering content and providing the source of it. If something has our By-Laws or Board policy as its source, it is simply a matter of taking that information and putting it in the handbook. However, there are other issues such as CABA recommendations, recommended practices from Board Retreats as well as things that are considered standard practice but are not written, and the Policy Committee is looking for direction from the Board regarding if that would be appropriate information to be included in this handbook. Ms. Iacono asked Board members to send their feedback to Mrs. Kennelly. Mrs. Brand stated that her comfort level would be to keep the handbook as an informational guide. We need to be careful what is put in the handbook because it becomes the expectation that it is a mandate. Mr. Dwyer stated that this leads to the question of how much Board discussion this should generate, should the Policy Committee have discussion on this and then bring something forward or should it simply be limited to wording from either the By-Laws or Board policy.
- ◆ Mr. Kery reported that PTA Council met last week and the Brian Fagan grants were presented to six of our teachers: Stephen DeAngelo, Seth Frye, Erica Griffin, Basia Notowitz, Karen Shaughnessy and Lisa Velky. He thanked all our PTAs for their support of our teachers. There was also a discussion of our budget with the Chairs from the Board of Selectmen, Board of Finance and Board of Ed. The Board of Finance/Board of Selectmen held a joint meeting, and all of the Capital Projects put forth were approved with the exception of the Osborn Hill windows. The sense was that they weren't rejecting them outright but wanted to bundle the windows together with the Ludlowe project to achieve an economy of scale. The approved projects move to the RTM on March 26th.

7. Superintendent's Report

A. Strategic School Profile Report

By law the Strategic School Profile must be presented at the first Board meeting after it is received. These reports were due out in November so a lot of the data is old. The Board has already seen all of the student performance data, and in August Dr. Rosato sends out the CMT results. All of the Strategic School Profiles are available on the web. Board members can email Dr. Title if they have specific questions or there is data they don't understand. Mrs. Brand expressed concern with the difference in graduation rates at the two high schools and the reporting of violations of school policy relative to the size of the schools. She is looking for consistency from school to school. She also expressed concern with the testing in grade 3 at Riverfield. Dr. Title stated that the student performance data has been used in the development of

the individual school improvement plans, and the plans are posted on the individual school websites. He will research the other pieces in terms of why there might be variations.

- B. Dr. Title reported that last Friday the lower Fairfield County Superintendents met with the Commissioner of Education. The Commissioner distributed a summary document that gives an overview of the Governor proposal. The areas that are generating the most concern have to do with teacher evaluation, tenure and certification which are part of Senate Bill 24. This is a huge issue and will have major ramifications for every school district in the State. There has not been this kind of activity around education reform at the State level since the mid 80's. Dr. Title will keep the Board informed as he receives updates.

Dr. Title reported that he has been meeting with the First Selectman on how to move forward with the Ludlowe and Osborn Hill window projects. The testing company has said that additional testing is needed on the Ludlowe windows, and until that testing is done we can't move forward with a funding request because we don't know what the abatement costs will be. The First Selectman and Dr. Title have agreed that round two of testing will be handled by the school system. We will work with Sands Cleary and at the same time contract with the testing company to do beginning testing on Osborn Hill. We are going to get a not to exceed figure from the testing company. Mr. Cullen is working on this in conjunction with Sands Cleary and the State and the Federal agencies that are overseeing this so we have sign offs from all of those bodies before moving forward. Board questions followed. Dr. Title stated that Mr. Cullen filed a report with the US Department of Environmental Protection on March 2 and we are waiting for feedback from them. We have met the required timelines so far.

Mr. Dwyer stated that he will be attending CABE's Day on the Hill tomorrow and is sure he will be asked if the Fairfield Board of Education has any viewpoint on Senate Bill 24 and because the Board has not talked about it, he will defer on that.

8. Old Business

- A. Mrs. Brand moved, seconded by Mrs. Kennelly that the Board of Education approve the Elementary Art Curriculum.

Motion carried: 8:0:0.

- B. Mrs. Gerber moved, seconded by Mrs. Kennelly that the Board of Education approve Policy #5119 – Student Discipline.

Mr. Fattibene stated that he has comments and some proposed amendments with respect to this policy that he passed out at the last Policy Committee meeting but since this had already been moved forward to the Board, no action or discussion was taken. Rather than take the time now to go through the changes, he would propose to refer it back to Committee so the Board can have the language changes divided out as far as better wording, more consistent wording and then the proposed amendments.

Mr. Fattibene moved, seconded by Mrs. Brand to remand this back to the Policy Committee to incorporate all of the changes that appeared before the Board this evening.

Board comments followed.

Motion carried: 7:0:1. Mrs. Kennelly, Mrs. Gerber, Ms. Iacono, Mr. Dwyer, Mr. Fattibene, Mr. Kery and Mrs. Brand voted in favor. Mr. Convertito abstained.

9. New Business

- A. Discussion of Naming the Fairfield Woods Middle School Fitness Center

Mr. Greg Hatzis, Principal at Fairfield Woods Middle School, addressed the Board on the proposal to dedicate and name of the fitness center at Fairfield Woods Middle School in honor of Mr. Ray Agostino. Mr. Agostino graduated from Roger Ludlowe High School in 1956, was hired by the Fairfield Public Schools in 1962 as an elementary school teacher at North Stratfield and in 1990 became Assistant Principal at Fairfield Woods until his retirement in 2007, spanning a 45 year career in Fairfield. In 2007 he was awarded the Town Employee of the Year award. He was truly a pillar in the community. When he passed away in 2010, it left a huge hole in the hearts of many, especially in the Fairfield Woods community.

Ms. Cindy Metz, PE teacher at Fairfield Woods, shared some personal experiences about Mr. Agostino's influence on her and the community at Woods. She asked the Board to please vote in favor of dedicating the fitness center at Fairfield Woods in honor of Ray Agostino. He was instrumental in getting the fitness program off the ground at Fairfield Woods and wanted the physical education program to consist of activities that students could use for life.

Ms. Iacono stated that clearly Mr. Agostino is an excellent candidate and she has no issue whatsoever adopting this. She asked if there is a Board policy about naming facilities.

Dr. Title stated that the practice has been to bring requests to the Board for approval. He would like to see the Board develop a policy so there are some guidelines. The Policy Committee will work on developing guidelines and parameters.

Ms. Iacono stated that she does not foresee an issue with this request moving forward while a policy is formulated. The Board agreed.

B. Discussion of Educational Specifications for the Osborn Hill Elementary School Window Replacement

Dr. Title stated that this is a State reimbursable project and in order to qualify for State reimbursement, the Board must approve educational specifications.

Board questions and comments followed.

Mr. Convertito commented that if we are going through an abatement issue, why not replace all of the window units now and not have to revisit this issue later. His assumption is that they were all installed using the same caulk that has the same PCB in it. Mr. Cullen stated that he doesn't want the hazardous material to drive the project. He wouldn't remove the units that aren't part of the project just because they might come up positive with PCBs, asbestos or lead paint. There are certain doors that are part of the window wall and they are integral.

Mr. Dwyer commented that he thought there were certain window units that were newer and were not going to be replaced. Mr. Morabito stated that the specific windows slated to stay are from the 1996 addition renovation.

Mrs. Brand commented that it isn't just the presence of PCBs, asbestos and lead paint, it is their condition and risk they pose to the community. Mr. Cullen stated that he has spoken to the State about what to do when we find PCBs. There are options to encapsulate, as simple as re-caulking over PCB related caulk, painting over caulk and then monitoring it. Certainly if it is crumbling and falling all over the floor, which we don't have, we would test to see if it is airborne.

Mr. Fattibene asked if the new windows will have some soundproofing. Mr. Cullen stated that a new window would be more soundproof than an old one. Mr. Dwyer asked if by tinting it means low e glass and should the ed specs be more specific to include that we expect low e glass. Mr. Morabito stated that tinting and low e are not the same. The coating doesn't give you low e; it is the argon gas that is used between the panes of glass. Mr. Cullen stated that when we first started looking at windows, a building envelope consultant was hired to specify windows to be used in

the district in the future. We wanted to have a standard that would meet the high insulation values, low e, and the needs of the district as far as how they open, the ease of opening and getting air into the classrooms. We didn't want a contractor to drive the type of window he wanted to put in; we wanted to give him the specifications.

Ms. Iacono stated that this will be a voting item at the next Board meeting.

C. Discussion of UI Energy Opportunities Program – Proposed Projects at Mill Hill Elementary School and Holland Hill Elementary School

Mr. Morabito stated that this work will be done as soon as we sign for the energy opportunities. He is assuming it will be done prior to the end of this school year. This project takes in direct rebates from UI to offset the cost of \$80,000, which is the net cost for these two lighting upgrade projects at Mill Hill and Holland Hill. The \$80,000 is zero percent financing over four years, and at the expiration of the four year term we will see the full energy savings on our energy bill. Dr. Title stated that a cost is added to our bill on a monthly basis but it is offset by the energy savings that are produced by the upgrade.

Mr. Convertito asked what the alternative would be if this wasn't financed at zero percent. If we want to pay the cost up front what would the \$80,000 go down to? Mr. Morabito stated that he does not know the answer; that is not the program. Mr. Convertito questioned why if this is a State subsidized program we don't have information on the State subsidy for the no interest loan. He asked to have the data before the Board votes on this. If the \$80,000 would be a significantly lower number if we didn't finance it over four years and it is possible to pay it out of this operating budget and incur all of the savings in the subsequent years, then let's do it.

Mr. Kery asked why we are only doing this at two schools. Mr. Morabito stated that we are working to develop similar plans at four other schools and possibly a few more in this calendar year. The UI program runs from January 1 to December 31st. That is when the money that is available runs out for the rebates and financing. It is renewed the following January, and we hope to take advantage of this opportunity next year also. Mr. Kery asked if we have been in consultation with the Town's finance people about this. Mr. Morabito stated Energy Opportunities just did a program with the Town for decorative street lights downtown; the exact program was brought before the Town.

Mr. Fattibene asked if the estimated annual savings that are projected are guaranteed by UI. Mr. Morabito stated that these savings are based on our run time schedule for our lights. If we change it and decide we want to keep the lights on all night, obviously we won't have the same savings. Mr. Fattibene asked to what extent these fixtures and lights can be accommodated in any potential renovation within the next year or so. Mr. Morabito stated that they could be accommodated in a renovation. This particular company is buying these lights; somebody else could buy these lights if we had to match them or replace them. It is something that we could follow through on in a renovation project. Mr. Fattibene asked if the agreement is with UI or is it with LED Lighting Solutions. Mr. Morabito stated that it is with UI, and LED Lighting Solutions is the beneficiary of the rebate check that lowers the projected cost. We are contracting with LED Lighting Solutions.

10. Public Comments and Petitions

Tricia Donovan, a Mill Hill and Tomlinson parent, entered a letter she wrote to the Board into the public record. She strongly urged the Board not to approve the new math curriculum. The curriculum does not satisfy the demands of our students. The standards are not internationally benchmarked. Professor R. James Milgram, the only mathematician on the Common Core validation committee, refused to sign off on these standards for their lack of rigor. The Scott Foresman text has been poorly rated and has been in use here since 2004 despite persistent opposition from parents. Last week's focus group did not give parents sufficient lead time to review these documents. Clearly parents were only convened to review grammatical and formatting errors, the curriculum itself was

already a fait accompli. The Board of Ed website states that residents may have input in the development of the new curricula and, while we requested input, it was not granted.

Nadine Nizet, parent of students in elementary, middle and high school, stated that Fairfield is lacking in basic facts and standard algorithms. Parents want higher standards than those of the current core standards. Mastery of facts and standard algorithms should be clearly defined at each grade level. Steve Wilson, professor of mathematics at Johns Hopkins, says that K-6 math education should still be devoted to the mastery of standard paper and pencil arithmetic. We need resources that reflect the same attitude toward foundational skills. Scott Foresman has been described as weak in almost every aspect according to the American Institute for Research. We would like a review process that includes input from parents.

Kelly Dunn, Osborn Hill Budget Rep, thanked the Board of Education, Dr. Title, members of Central Office, especially Tom Cullen, for all of their support for the Osborn Hill window replacement project.

Ken Lee, Board of Ed Rep from Sherman, stated that due to the lateness of the hour he would not ask the Board to consider putting the second phase of the Sherman project on track, he will come back next month and ask for it. He would just like to remind the Board that it does take a little bit of time to get these things going so he thought he might bring it up.

11. Open Board Comment

Mrs. Brand commented on something that came up during the budget process and she thought it was worthwhile mentioning that this was a different kind of year in that after our budget was submitted we found that there were savings in the pension fund and it left the Board of Ed at a disadvantage. She asked if moving forward, when Dr. Title is getting ready for the RTM he could explain what \$100,000 looks like in terms of programs and what \$200,000 looks like because all too often we are looking at dollars but not at what the impact is. This would be very valuable moving forward so people understand when we are taking a hit what those dollars actually mean in terms of programs.

12. Mr. Kery moved, seconded by Mr. Dwyer that this meeting of the Board of Education adjourn at 10:20 p.m.

Motion carried: 8:0:0.

Jessica Gerber
Secretary

APR 10 2012

Fairfield Public Schools

2011 – 2012

Quarterly Financial Report as of March 31, 2012

Summary

As of March 31, 2012, total projected expenses for Fairfield Public Schools are well within budget. The last 3 months of the fiscal year and 2 ½ months of school contain a flurry of year-end school activities and final settlement of fiscal year expenditures. Deadlines have been staggered throughout the month of April for final submission of encumbrances for routine purchases. Subsequently, funds must be earmarked for on-going consumables, repairs, incidentals and unknown costs through June 30.

Emergency maintenance projects and regular transportation are two identified shortage areas in this year's budget. However, savings in other transportation accounts, particularly special education transportation, will balance overall student transportation. A favorable bid process for electrical rates last spring will realize significant savings in electricity and slight savings are projected for heating costs due to a mild winter. Additional savings in staff turnover are also anticipated.

Personnel Services:

Although 98 % of the Personnel Services category has been expended and/or encumbered, there are other expected costs for substitutes, overtime, stipends and hourly pay that will be expended as incurred. Custodial/maintenance overtime costs are expected to exceed their budget appropriation but it's difficult to estimate, especially with the number of activities at year end. In addition, several contracts are in negotiations and others settled after the budget was approved.

Fixed Charges:

Employee benefits are categorized as fixed charges. The additional \$450,000 contribution to the medical retention which was budgeted under capital has been made to the medical retention fund as agreed upon during the 2011-2012 budget process. Social security and life insurance are paid as incurred throughout the year. There is also a social security component regarding unsettled contracts.

Pupil Personnel Expenses:

Special education costs, with the exception of salaries, out of district transportation and capital are included in this category. This classification of expenditures is typically the most volatile as expenses are determined by the special needs of individual students and state excess cost reimbursement for qualifying expenses is always uncertain. Although in total this category appears to be over expended at this time the final excess cost grant reimbursement is expected to balance our costs this year. The first excess cost payment of \$1.8 million is already reflected in the 3rd quarter financial reports. The state will adjust our final excess cost reimbursement in May based on updated student information filed in March.

School Expenses:

These expenditures support instruction and activities at the building level and include supplies, materials, textbooks, copying, sports and other activities. There is a remaining balance of 30% in this category which is expected to be reduced further as final encumbrances are submitted in April. Costs associated with sports and other student activities will continue until the end of the school year.

Support Expenses:

Program implementation, centrally funded instructional programs, non-special education tuition and central support operations are included here. Professional development and instructional supplies/materials comprises 44 % of this funding and follows the same justification as school expenses. Professional / Technical, maintenance services (software/network maintenance), security, legal fees and postage indirectly support school operations and are expended on a contractual or as-needed basis. There will be slight savings in the magnet / Vo-Ag tuition accounts included in this category.

Maintenance/Operation/Transportation:

There were several emergency maintenance projects which needed immediate attention this year. The majority of the issues were at FWHS and included boiler and boiler breaching failures as well as structural concerns for a gymnasium wall. In addition, the McKinley roof parapet was re-caulked and funding was reserved for testing the windows at FLHS for hazardous materials. These items are projected to cost approximately \$370,000. In total, student transportation is projected to balance even though regular transportation is approximately \$166,000 over budget due to additional runs and adjustments to the configuration of bus tiers. Special education transportation, Vo-Ag and Vo-Tech transportation accounts will compensate for the overage in regular transportation.

As mentioned earlier, significant savings are expected in utilities. The majority of utility savings is due to lower electric rates; however modest savings is expected in heat due to a warmer winter.

Capital:

\$450,000 of the technology capital budget has been transferred to health insurance and paid into the medical retention fund as agreed upon during the 2011-2012 budget process. We anticipate this category will be expended in full by the end of the fiscal year.

Submitted: April 10, 2012

Doreen T. Munsell

Statement of Account - Summary by Major Classification

4/2/2012 2:09:54 PM

Fairfield Public Schools
Fiscal Year 2011-2012

Major Classification	Appropriation As Adopted	Spec Approp and Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrance	Outstanding Requisitions	Unencumbered Balance	% Used
Personnel Services	\$97,294,537.00	\$3,388.00	\$97,297,925.00	\$60,675,889.24	\$35,068,278.64	\$0.00	\$1,553,757.12	98.40%
Fixed Charges	\$20,158,406.00	\$450,000.00	\$20,608,406.00	\$19,744,832.63	\$0.00	\$0.00	\$863,573.37	95.81%
Pupil Personnel Expense	\$5,197,171.00	\$0.00	\$5,197,171.00	\$3,855,993.65	\$1,674,525.18	\$12,832.01	(\$346,179.84)	106.66%
School Expenses	\$2,804,341.00	(\$4,700.00)	\$2,799,641.00	\$1,330,222.45	\$476,244.36	\$165,765.40	\$827,408.79	70.45%
Support Expenses	\$3,143,796.00	\$0.00	\$3,143,796.00	\$2,003,139.45	\$220,813.73	\$133,142.17	\$786,700.65	74.98%
Maint/Oper/Trans	\$15,798,130.00	\$1,312.00	\$15,799,442.00	\$9,854,333.13	\$3,490,371.56	\$141,082.40	\$2,313,654.91	85.36%
Capital	\$1,283,969.00	(\$450,000.00)	\$833,969.00	\$724,734.26	\$27,080.39	\$10,954.34	\$71,200.01	91.46%
Grand Total	\$145,680,350.00	\$0.00	145,680,350.00	\$98,189,144.81	\$40,957,313.86	\$463,776.32	\$6,070,115.01	95.83%

**Statement of Account - Summary by
Major Classification and Summary Object**

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Fairfield Public Schools
Fiscal Year 2011-2012

Major Classification Summary Object	Appropriation As Adopted	Spec Approp and Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrance	Outstanding Requisitions	Unencumbered Balance	% Used
Personnel Services								
101 TEACHING STAFF	\$66,292,764.00	(\$1,104,898.90)	\$65,187,865.10	\$39,089,964.16	\$26,097,833.46	\$0.00	\$67.48	100.00%
103 CERTIFIED SUPPORT STAFF	\$6,246,533.00	(\$41,313.00)	\$6,205,220.00	\$3,702,903.38	\$2,502,309.58	\$0.00	\$7.04	100.00%
105 SCHOOL ADMINISTRATION STAFF	\$5,338,557.00	\$34,140.00	\$5,372,697.00	\$4,030,369.64	\$1,342,328.52	\$0.00	(\$1.16)	100.00%
107 CENTRAL ADMINISTRATION STAFF	\$1,018,516.00	\$14,737.00	\$1,033,253.00	\$781,046.20	\$252,206.89	\$0.00	(\$0.09)	100.00%
109 DIRECTOR/SUPERVISOR/MANAGER	\$677,895.00	\$29,286.00	\$707,181.00	\$540,238.94	\$166,942.54	\$0.00	(\$0.48)	100.00%
111 SECRETARIAL/CLERICAL STAFF	\$3,157,828.00	\$57,387.00	\$3,215,215.00	\$2,215,532.33	\$999,683.07	\$0.00	(\$0.40)	100.00%
113 PARAPROFESSIONAL STAFF	\$3,390,627.00	(\$32,506.00)	\$3,358,121.00	\$2,172,262.06	\$1,185,870.71	\$0.00	(\$11.77)	100.00%
115 CUSTODIAN STAFF	\$3,548,218.00	(\$117,021.00)	\$3,431,197.00	\$2,572,805.26	\$858,389.35	\$0.00	\$2.39	100.00%
117 MAINTENANCE STAFF	\$1,013,027.00	(\$35,802.00)	\$977,225.00	\$739,669.10	\$237,561.74	\$0.00	(\$5.84)	100.00%
121 SUPPORT STAFF	\$1,128,815.00	\$4,753.00	\$1,133,568.00	\$820,288.36	\$313,281.49	\$0.00	(\$1.85)	100.00%
123 INFO TECH SUPPORT STAFF	\$738,757.00	(\$15,459.00)	\$723,298.00	\$496,528.73	\$226,770.11	\$0.00	(\$0.84)	100.00%
125 SE TRAINER STAFF	\$644,262.00	(\$66,288.00)	\$577,974.00	\$443,640.73	\$134,335.89	\$0.00	(\$2.62)	100.00%
129 PART-TIME EMPLOYMENT	\$2,615,735.00	\$218,113.00	\$2,833,848.00	\$2,405,300.19	\$222,339.53	\$0.00	\$206,208.28	92.72%
131 WAGE/BENEFIT RESERVE	\$347,183.00	(\$183,199.00)	\$163,984.00	\$8,150.00	\$0.00	\$0.00	\$155,834.00	4.97%
133 STAFF REPLACEMENT	(\$460,000.00)	\$1,495,930.90	\$1,035,930.90	(\$110,000.00)	\$0.00	\$0.00	\$1,145,930.90	-10.62%
135 DEGREE CHANGES	\$275,637.00	(\$254,472.00)	\$21,165.00	\$0.00	\$0.00	\$0.00	\$21,165.00	0.00%
307 OTHER SERVICES	\$1,320,183.00	\$0.00	\$1,320,183.00	\$767,190.16	\$528,425.76	\$0.00	\$24,567.08	98.14%
Total for Personnel Services	\$97,294,537.00	\$3,388.00	\$97,297,925.00	\$60,675,889.24	\$35,068,278.64	\$0.00	\$1,553,757.12	98.40%
Fixed Charges								
201 HEALTH INSURANCE	\$16,012,450.00	\$450,000.00	\$16,462,450.00	\$16,459,700.00	\$0.00	\$0.00	\$2,750.00	99.98%
203 LIFE/DISABILITY INSURANCE	\$262,500.00	\$0.00	\$262,500.00	\$170,855.10	\$0.00	\$0.00	\$91,644.90	65.09%
205 SOCIAL SECURITY	\$2,133,602.00	\$0.00	\$2,133,602.00	\$1,374,409.53	\$0.00	\$0.00	\$759,192.47	64.42%
207 PENSION/RETIREMENT	\$1,749,854.00	\$0.00	\$1,749,854.00	\$1,739,868.00	\$0.00	\$0.00	\$9,986.00	99.43%
Total for Fixed Charges	\$20,158,406.00	\$450,000.00	\$20,608,406.00	\$19,744,832.63	\$0.00	\$0.00	\$863,573.37	95.81%
Pupil Personnel Expense								
301 INSTRUCTIONAL SERVICES	\$110,000.00	\$0.00	\$110,000.00	\$81,116.27	\$2,360.00	\$0.00	\$26,523.73	75.89%
303 PUPIL PERSONNEL SERVICES	\$1,305,939.00	\$0.00	\$1,305,939.00	\$907,404.49	\$507,178.91	\$11,720.88	(\$120,365.28)	109.22%
307 OTHER SERVICES	\$215,000.00	\$0.00	\$215,000.00	\$319,588.12	\$254,103.53	\$0.00	(\$358,691.65)	266.83%
315 RENTALS	\$10,200.00	\$0.00	\$10,200.00	\$10,840.00	\$0.00	\$0.00	(\$640.00)	106.27%
317 STUDENT TRANSPORTATION	\$117,129.00	\$0.00	\$117,129.00	\$182,658.22	\$2,061.78	\$0.00	(\$67,591.00)	157.71%
319 CONFERENCE & TRAVEL	\$14,931.00	\$0.00	\$14,931.00	\$4,546.16	\$0.00	\$1,111.13	\$9,273.71	37.89%
327 PRINTING/COPYING	\$6,800.00	\$0.00	\$6,800.00	\$3,063.03	\$1,306.61	\$0.00	\$2,430.36	64.26%
329 TUITION	\$3,363,237.00	\$0.00	\$3,363,237.00	\$2,303,267.20	\$905,675.94	\$0.00	\$154,293.86	95.41%
401 INSTRUCTIONAL SUPLS/MATLS	\$30,000.00	\$0.00	\$30,000.00	\$28,891.08	\$207.90	\$0.00	\$901.02	97.00%
404 SUPLS, BKS & MATLS-DIST SPRT	\$19,500.00	\$0.00	\$19,500.00	\$9,303.31	\$1,360.61	\$0.00	\$8,836.08	54.69%
411 TEXTBOOKS	\$2,500.00	\$0.00	\$2,500.00	\$5,146.77	\$269.90	\$0.00	(\$2,916.67)	216.67%
415 OTHER SUPPLIES/MATERIALS	\$1,000.00	\$0.00	\$1,000.00	\$40.00	\$0.00	\$0.00	\$960.00	4.00%
601 DUES AND FEES	\$935.00	\$0.00	\$935.00	\$129.00	\$0.00	\$0.00	\$806.00	13.80%
Total for Pupil Personnel Expense	\$5,197,171.00	\$0.00	\$5,197,171.00	\$3,855,993.65	\$1,674,525.18	\$12,832.01	(\$346,179.84)	106.66%

**Statement of Account - Summary by
Major Classification and Summary Object**

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Fairfield Public Schools
Fiscal Year 2011-2012

Major Classification Summary Object	Appropriation As Adopted	Spec Approp and Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrance	Outstanding Requisitions	Unencumbered Balance	% Used
School Expenses								
129 PART-TIME EMPLOYMENT	\$78,004.00	(\$3,000.00)	\$75,004.00	\$36,259.98	\$0.00	\$0.00	\$38,744.02	48.34%
301 INSTRUCTIONAL SERVICES	\$11,000.00	\$0.00	\$11,000.00	\$2,398.44	\$1,500.00	\$1,140.71	\$5,960.85	45.81%
307 OTHER SERVICES	\$61,100.00	\$0.00	\$61,100.00	\$8,926.49	\$13,433.92	\$343.90	\$38,395.69	37.16%
315 RENTALS	\$82,959.00	\$0.00	\$82,959.00	\$11,113.50	\$0.00	\$30,569.00	\$41,276.50	50.24%
317 STUDENT TRANSPORTATION	\$34,660.00	\$0.00	\$34,660.00	\$12,987.95	\$2,625.12	\$603.07	\$18,443.86	46.79%
319 CONFERENCE & TRAVEL	\$48,529.00	(\$3,800.00)	\$44,729.00	\$10,003.08	\$2,606.00	\$1,177.23	\$30,942.69	30.82%
321 PROFESSIONAL DEVELOPMENT	\$5,000.00	\$0.00	\$5,000.00	\$2,698.82	\$3,300.00	\$0.00	(\$998.82)	119.98%
327 PRINTING/COPYING	\$307,803.00	\$0.00	\$307,803.00	\$141,718.68	\$85,774.97	\$5,510.00	\$74,799.35	75.70%
400 SUPPLIES, BOOKS & MATERIALS	\$1,458,726.00	\$2,346.00	\$1,461,072.00	\$762,096.86	\$254,072.23	\$85,050.55	\$359,852.36	75.37%
402 INSTRUCTIONAL SPLS-DIST SUPPRT	\$35,000.00	\$0.00	\$35,000.00	\$7,678.82	\$1,731.28	\$159.92	\$25,429.98	27.34%
404 SUPLS, BKS & MATLS-DIST SPRT	\$154,041.00	\$0.00	\$154,041.00	\$50,923.16	\$94,084.50	\$221.01	\$8,812.33	94.28%
409 STUDENT ACTIVITY EXPENSES	\$495,329.00	\$0.00	\$495,329.00	\$263,028.77	\$15,279.73	\$40,390.01	\$176,630.49	64.34%
415 OTHER SUPPLIES/MATERIALS	\$4,600.00	\$150.00	\$4,750.00	\$2,112.46	\$1,231.61	\$0.00	\$1,405.93	70.40%
601 DUES AND FEES	\$27,590.00	(\$396.00)	\$27,194.00	\$18,275.44	\$605.00	\$600.00	\$7,713.56	71.64%
Total for School Expenses	\$2,804,341.00	(\$4,700.00)	\$2,799,641.00	\$1,330,222.45	\$476,244.36	\$165,765.40	\$827,408.79	70.45%
Support Expenses								
301 INSTRUCTIONAL SERVICES	\$65,500.00	(\$2,881.00)	\$62,619.00	\$25,456.89	\$13,500.00	\$1,880.00	\$21,782.11	65.21%
305 PROFESSIONAL/TECHNICAL SVCS	\$405,500.00	\$0.00	\$405,500.00	\$209,330.20	\$6,545.99	\$17,485.41	\$172,138.40	57.55%
307 OTHER SERVICES	\$2,100.00	\$0.00	\$2,100.00	\$953.00	\$0.00	\$0.00	\$1,147.00	45.38%
309 SECURITY SVCS/EXPENSES	\$160,000.00	\$0.00	\$160,000.00	\$84,852.78	\$43,657.92	\$2,763.78	\$28,725.52	82.05%
313 MAINTENANCE SERVICES	\$442,410.00	\$0.00	\$442,410.00	\$338,204.07	\$22,503.20	\$50,725.56	\$30,977.17	93.00%
319 CONFERENCE & TRAVEL	\$46,360.00	\$0.00	\$46,360.00	\$24,405.62	\$90.00	\$0.00	\$21,864.38	52.84%
321 PROFESSIONAL DEVELOPMENT	\$644,617.00	\$0.00	\$644,617.00	\$392,692.96	\$20,877.08	\$16,297.45	\$214,749.51	66.69%
323 POSTAGE	\$107,789.00	\$0.00	\$107,789.00	\$75,427.56	\$4,241.50	\$0.00	\$28,119.94	73.91%
325 PERSONNEL/RECRUITMENT EXP	\$25,000.00	\$0.00	\$25,000.00	\$2,934.75	\$0.00	\$20,967.70	\$1,097.55	95.61%
327 PRINTING/COPYING	\$70,950.00	\$0.00	\$70,950.00	\$42,061.08	\$15,185.06	\$0.00	\$13,703.86	80.69%
329 TUITION	\$348,811.00	\$0.00	\$348,811.00	\$295,773.00	\$0.00	\$0.00	\$53,038.00	84.79%
401 INSTRUCTIONAL SUPLS/MATLS	\$629,140.00	\$0.00	\$629,140.00	\$384,012.13	\$58,330.80	\$4,278.00	\$182,519.07	70.99%
402 INSTRUCTIONAL SPLS-DIST SUPPRT	\$27,000.00	(\$8,905.00)	\$18,095.00	\$8,888.85	\$4,746.15	\$135.00	\$4,325.00	76.10%
403 OFFICE/GENERAL SUPPLIES	\$16,000.00	\$0.00	\$16,000.00	\$9,580.89	\$4,230.82	\$0.00	\$2,188.29	86.32%
404 SUPLS, BKS & MATLS-DIST SPRT	\$0.00	\$8,905.00	\$8,905.00	\$8,783.61	\$0.00	\$0.00	\$121.39	98.64%
411 TEXTBOOKS	\$5,000.00	\$6,881.00	\$11,881.00	\$1,380.05	\$10,499.94	\$172.19	(\$171.18)	101.44%
415 OTHER SUPPLIES/MATERIALS	\$93,071.00	(\$4,000.00)	\$89,071.00	\$54,935.26	\$8,719.77	\$17,069.50	\$8,346.47	90.63%
424 OTHER SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$3,771.50	\$7,685.50	\$1,367.58	(\$2,824.58)	128.25%
601 DUES AND FEES	\$44,548.00	\$0.00	\$44,548.00	\$39,695.25	\$0.00	\$0.00	\$4,852.75	89.11%
Total for Support Expenses	\$3,143,796.00	\$0.00	\$3,143,796.00	\$2,003,139.45	\$220,813.73	\$133,142.17	\$786,700.65	74.98%
Maint/Oper/Trans								
305 PROFESSIONAL/TECHNICAL SVCS	\$75,000.00	\$0.00	\$75,000.00	\$56,985.44	\$13,902.70	\$11,965.00	(\$7,853.14)	110.47%
311 UTILITY SERVICES	\$4,730,642.00	\$0.00	\$4,730,642.00	\$2,935,533.71	\$83,175.13	\$10,127.50	\$1,701,805.66	64.03%
313 MAINTENANCE SERVICES	\$3,225,150.00	\$1,312.00	\$3,226,462.00	\$1,990,532.87	\$704,598.31	\$93,713.18	\$437,617.64	86.44%
317 STUDENT TRANSPORTATION	\$6,868,645.00	\$0.00	\$6,868,645.00	\$4,238,696.94	\$2,585,769.78	\$17,668.00	\$26,510.28	99.61%
319 CONFERENCE & TRAVEL	\$29,800.00	\$0.00	\$29,800.00	\$14,357.07	\$0.00	\$0.00	\$15,442.93	48.18%
321 PROFESSIONAL DEVELOPMENT	\$42,180.00	\$0.00	\$42,180.00	\$25,048.94	\$219.00	\$0.00	\$16,912.06	59.91%
424 OTHER SUPPLIES	\$335,213.00	\$0.00	\$335,213.00	\$210,351.11	\$45,973.55	\$0.00	\$78,888.34	76.47%
429 MAINTENANCE/REPAIR SUPPLIES	\$491,500.00	\$0.00	\$491,500.00	\$382,827.05	\$56,733.09	\$7,608.72	\$44,331.14	90.98%
Total for Maint/Oper/Trans	\$15,798,130.00	\$1,312.00	\$15,799,442.00	\$9,854,333.13	\$3,490,371.56	\$141,082.40	\$2,313,654.91	85.36%

**Statement of Account - Summary by
Major Classification and Summary Object**

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Fairfield Public Schools
Fiscal Year 2011-2012

Major Classification Summary Object	Appropriation As Adopted	Spec Approp and Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrance	Outstanding Requisitions	Unencumbered Balance	% Used
Capital								
501 CAPITAL OUTLAY	\$232,425.00	\$0.00	\$232,425.00	\$127,488.51	\$21,469.01	\$10,954.34	\$72,513.14	68.80%
503 TECHNOLOGY	\$1,051,544.00	(\$450,000.00)	\$601,544.00	\$597,245.75	\$5,611.38	\$0.00	(\$1,313.13)	100.22%
Total for Capital	\$1,283,969.00	(\$450,000.00)	\$833,969.00	\$724,734.26	\$27,080.39	\$10,954.34	\$71,200.01	91.46%
Grand Total	145,680,350.00	\$0.00	145,680,350.00	\$98,189,144.81	\$40,957,313.86	\$463,776.32	\$6,070,115.01	95.83%

*Fairfield Woods
Middle School*



APR 10 2012

TO: Dr. David Title, Superintendent
FROM: Greg Hatzis, Principal, FWMS *GH*
DATE: 2/9/2012
RE: Request for dedication of school facility

Dear Dr. Title,

On behalf of the Fairfield Woods community of staff, students, and parents, I would like to propose the dedication of our fitness center in honor of Ray Agostino.

Mr. Agostino was a beloved member of our community for many years. He was a graduate of Roger Ludlowe High School, class of 1956, and went on to serve as a career educator in the Fairfield Public Schools for forty-five years. He taught at North Stratfield Elementary and later went on to become Assistant Principal at Tomlinson Middle School. He spent the majority of his time in administration as the Assistant Principal of Fairfield Woods Middle School until his retirement in June of 2007.

In 2007, Ray was awarded the Town Employee of the Year award from the town of Fairfield. Ray was considered by many a master teacher, a mentor, an instructional leader, a trusted advisor, and an incredible resource for resolving issues. Above all, he was a champion of education; thousands of children were touched by his efforts.

Ray was also known by many as a dedicated proponent of good fitness and healthy living. He was a fixture at local gyms, often giving advice to colleagues, former students, or total strangers. Ray's health approach comprised of a diet and exercise regimen that was before his time, and a model to be admired by any nutritional or fitness expert.

Ray passed away in January of 2010 after a valiant battle with pancreatic cancer. His loss was felt by everyone in the community.

It is for these reasons that we make our proposal. Our fitness center is the place where so many students first develop the healthy habits we hope they will continue throughout their lives. It would not only be fitting to have Ray Agostino's name donning the entrance of the fitness center as a testament to his work for the Fairfield Public Schools, but it would also and serve as a reminder to all of a great role model. We would like to post a sign with Ray's name, possibly accompanied by a picture of Ray during his time at FWMS.

Thank you for considering this request. We are happy to pursue the next steps of acquiring permission to move forward.

cc: Margaret Mary Fitzgerald

APR 10 2012

**EDUCATIONAL SPECIFICATIONS FOR
OSBORN HILL ELEMENTARY SCHOOL
WINDOW REPLACEMENT PROJECT**

March 1, 2012

Energy Conservation

PROJECT RATIONALE

The window systems at Osborn Hill Elementary School are original to the construction of the main building (1958), the classroom addition (1969), and the Media Center and Kindergarten Expansion (1997). The majority of the windows are inefficient single pane type. The age of a majority of the units make it increasingly difficult to obtain replacement parts for damaged hinges, latches, etc. Inoperable and difficult to operate windows impede their use for natural ventilation. Operable windows are the primary source of fresh air ventilation at Osborn Hill Elementary School. Installation of new energy efficient replacement windows will bring savings to the town by enhancing the building's envelope performance while also enhancing the building's appearance and ensuring natural ventilation is available.

LONG-RANGE PLAN

The long-range plan for the school facilities for the Fairfield Public Schools calls for provision of a safe and appropriate learning environment. In accordance with this aspect of the plan, Fairfield will undertake a window replacement project at Osborn Hill Elementary School.

The Fairfield Public Schools plans to continue to utilize Osborn Hill Elementary School in its current capacity, and with appropriate maintenance, as an elementary school for the next twenty years.

THE PROJECT

The Fairfield Public Schools proposes a window replacement project at Osborn Hill Elementary School to address the deficiencies with the windows at the facility.

Current space: Osborn Hill Elementary School includes the following instructional and support spaces: general classrooms, kindergartens, library/media center, computer lab, gymnasium, music room, art room, special education classrooms, special education resource room, cafeteria, nurse's office, kitchen, conference room, school administration's offices, custodial services, storage, and boiler room.

Construction: All original windows throughout the main building (installed in 1958 and 1969) will be replaced with a new window system meeting current standards for maximum energy efficiency. The new replacement windows will include glass tinting for increased occupant comfort and new window hardware which will enhance security at the facility.

Final space: See *Current space* above.

FF&E: New window treatments.

BUILDING SYSTEMS

Security: Not applicable.

Public Address: Not applicable.

Technology: Not applicable.

Phone System: Not applicable.

Clocks: Not applicable.

INTERIOR BUILDING ENVIRONMENT

Acoustics: Ceilings: Not applicable.

Walls: Not applicable.

Lighting: Not applicable.

HVAC: Not applicable.

Plumbing: Not applicable.

Windows/Doors: All windows throughout the main building (installed in 1958 & 1969) will be replaced with a new window system meeting current standards for energy efficiency. Windows will also be of a hopper type that can be opened at the bottom to allow for natural ventilation and will include glass tinting for increased occupant comfort.

SITE DEVELOPMENT

Site Acquisition:	Not applicable.
Parking:	Not applicable.
Drives:	Not applicable.
Walkways:	Not applicable.
Outdoor Athletic Facilities:	Not applicable.
Landscaping:	Not applicable.
Site Improvements:	Not applicable.

COMMUNITY USES

Osborn Hill Elementary School does not contain or host space(s) for other town departments or outside firms. The building is used exclusively as an elementary school. The building facilities are available to the public on a reservation basis when the building is not in use (nights and weekends). Some of these uses include among others:

- Parent Teacher Association (PTA) meetings and events
- Cub Scouts
- Girl Scouts
- Various school clubs
- Civic group meetings

Osborn Hill Elementary School is used as a polling place.

APR 10 2012

Fairfield Public Schools

Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education

FROM: Salvatore Morabito, Manager of Construction, Security and Safety

DATE: March 1, 2012

RE: **UI Energy Opportunities Program - Proposed Projects at:
Mill Hill Elementary and Holland Hill Elementary**

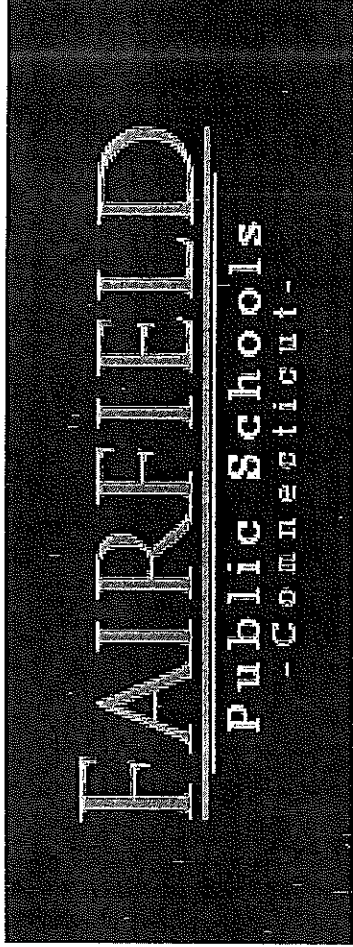
Lighting upgrade projects have been proposed by LED Lighting Solutions, LLC of Berlin, CT. for Mill Hill and Holland Hill Elementary School sites. These proposed projects would replace the existing exterior lights with energy efficient LED light fixtures and upgrade the existing interior light fixtures with high performance ballasts and bulbs. These proposed projects will be paid for by the use of rebates and incentives available through the United Illuminating Company's Energy Opportunities Program.

It is requested that the Board authorize the Superintendent to enter into a Municipal Energy Opportunities Agreement with the United Illuminating Company and further authorize the Superintendent to execute the required documents in order to participate in an energy conservation program called Energy Opportunities.

Attached are the standard agreements for participation in the UI Energy Opportunities Program for proposed lighting update projects at Mill Hill and Holland Hill Elementary Schools along with a project summary prepared by LED Lighting Solutions, LLC of the proposed lighting upgrades at each of these schools.

If you have any questions, please feel free to contact me.

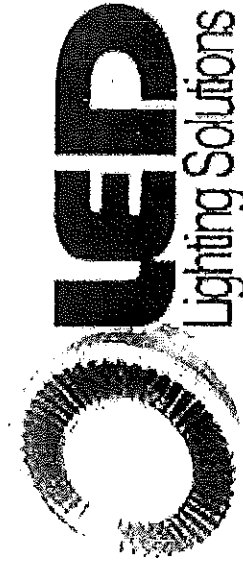
c: Central Office Administration
Bev Dyer



Energy Conservation Opportunity

February 16, 2012

Prepared by:



860.376.5023 | www.olep.com

Your future is brighter with us!

Property of LLS
Confidential

Objectives

- Identify energy saving opportunities for Fairfield Public Schools that will result in long-term cost reductions while improving overall operating conditions
- Optimize available State & Federal grants/incentives
- Provide a turn key project that results in a positive cash flow

FOCUS

- Primary focus; High Efficiency Lighting
- Energy Conservation Measures “ECM” overview-
 - Area lighting from fluorescent T12 /T8 to new high-efficiency 28w-T8
 - MH outdoor to LED technology
- LLS proposes integrating lighting technology which has been approved by the CT Conservation & Load Management programs.
- The total project represents 1,058 Energy Conservation Measures being installed.

Benefits

- Create a sustainable reduction of energy and operational costs.
- Improved working environment
- Reduced Maintenance costs
- Warranty:
 - LLS 1Yr. Material & Labor
 - Manufacturer- 3yr. Lamp, 5yr. Ballast
 - **5 year non-prorated LED warranty!!!**
- Turn-key
- **Environmental Impact : Socially Responsible**
 - Reduced emissions
 - Reduced reliance on fossil fuels
 - Reduced carbon footprint

Financial Analysis

Mill Hill School Upgrade

Total Project Cost	\$ 62,614
<u>Utility Incentives (est. 36%)</u>	<u>\$ (23,090)</u>
Net Cost	\$ 39,524

Payback in Years	2.56
ROI	39%

Estimated Annual Energy Savings	\$ 12,336
Estimated Annual Maintenance Savings	\$ 3,084
Estimated Annual kwh Savings	84,607

Financial Analysis

Holland Hill School Upgrade

Total Project Cost	\$ 64,289
<u>Utility Incentives</u> (est. 36%)	<u>\$ (23,601)</u>
Net Cost	\$ 40,688
Payback in Years	2.59
ROI	38.6%
Estimated Annual Energy Savings	\$ 12,418
Estimated Annual Maintenance Savings	\$ 3,264
Estimated Annual kwh Savings	85,169

Financial Analysis

Combined Upgrades

Total Project Cost	\$ 126,903
<u>Utility Incentives (est. 36%)</u>	<u>\$ (46,691)</u>
Net Cost	\$ 80,212

Payback in Years	2.57
ROI	38.9%

Estimated Annual Energy Savings	\$ 24,754
Estimated Annual Maintenance Savings	\$ 6,348
Estimated Annual kwh Savings	169,776

Next Steps

1. Review ECM detail- Letter of Intent- Acceptance
2. Secure CL&M Incentives- Utility Letter of Agreements
3. Secure Project financing
4. Finalize all project documentation
5. Review Project Implementation and Close out Process

Students**STUDENT DISCIPLINE - SUSPENSION/EXPULSION****5119****I. Definitions**

- A. **Emergency** means a situation in which the continued presence of the student in school poses such a danger to persons or property or such a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.
- B. **Exclusion** means any denial of public school privileges to a student for disciplinary purposes.
- C. **Expulsion** means the exclusion of a student from school privileges for more than ten (10) consecutive school days. The expulsion period may not extend beyond one calendar year.
- ~~D. **In-School Suspension** means an exclusion from regular classroom activity for no more than five (5) consecutive school days, but not exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed. No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.~~
- D. **Removal** is the exclusion of a student for a class period of ninety (90) minutes or less.
- E. **School Days** shall mean days when school is in session for students.
- F. **School-Sponsored Activity** means any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.
- G. **Seriously Disruptive of the Educational Process** means any conduct that markedly interrupts or severely impedes the day-to-day operation of a school.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

H. **Suspension** means the exclusion of a student from school and/or transportation services for not more than ten (10) consecutive school days, provided such suspension shall not extend beyond the end of the school year in which such suspension is imposed; and further provided no student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless such student is granted a formal hearing as provided below. Suspensions pursuant to this Policy shall be in-school suspensions unless during the hearing held pursuant to Section V of this Policy, (1) the administration determines that the pupil being suspended poses such a danger to persons or property or such a disruption of the educational process that the pupil shall be excluded from school during the period of suspension, or (2) the administration determines that an out-of-school suspension is appropriate for such pupil based on evidence of (A) previous disciplinary problems that have led to suspensions or expulsion of such pupil, and (B) efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies. An in-school suspension may be served in the school that the pupil attends, or in any school building under the jurisdiction of the board of education.

I. Notwithstanding the foregoing, the reassignment of a student from one regular education classroom program in the district to another regular education classroom program in the district shall not constitute a suspension or expulsion.

II. Scope of the Student Discipline Policy

A. ***Conduct on School Grounds or at a School-Sponsored Activity:***

Students may be disciplined for conduct on school grounds or at any school-sponsored activity that endangers persons or property, is seriously disruptive of the educational process, or that violates a publicized policy of the Board.

B. ***Conduct off School Grounds:***

1. Students may be disciplined for conduct off school grounds if such conduct is seriously disruptive of the educational process and violative of a publicized policy of the Board. In making a determination as to whether such conduct is seriously disruptive of the educational process, the

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

Administration and the Board of Education may consider, but such consideration shall not be limited to, the following factors: (1) whether the incident occurred within close proximity of a school; (2) whether other students from the school were involved or whether there was any gang involvement; (3) whether the conduct involved violence, threats of violence, or the unlawful use of a weapon, as defined in section Conn. Gen. Stat. § 29-38, and whether any injuries occurred; and (4) whether the conduct involved the use of alcohol.

In making a determination as to whether such conduct is seriously disruptive of the educational process, the Administration and/or the Board of Education may also consider whether such off-campus conduct involved the use of drugs.

2. When considering whether conduct off school grounds is seriously disruptive of the educational process, the term "weapon" means any pistol or revolver, any dirk knife or switch knife, any knife having an automatic spring release devise by which a blade is released from the handle, having a blade of over one and one-half inches in length, and any other dangerous or deadly weapon or instrument, including any BB gun, sling shot, blackjack, sand bag, metal or brass knuckles, stiletto, knife, the edged portion of the blade of which is four inches and over in length, or any martial arts weapon as defined below at section ~~VII.B~~-VI B.

III. Actions Leading to Disciplinary Action, including Removal from Class, Suspension and/or Expulsion

Conduct which may lead to disciplinary action (including, but not limited to, suspension and/or expulsion) includes conduct on school grounds or at a school-sponsored activity, and conduct off school grounds, as set forth above. Such conduct includes, but is not limited to, the following:

1. Striking or assaulting a student, members of the school staff or other persons.
2. Theft.
3. The use of obscene or profane language or gestures.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued) 5119

4. Violation of smoking, dress, transportation regulations, or other regulations and/or policies governing student conduct.
5. Refusal to obey a member of the school staff, law enforcement authorities, or school volunteers, or disruptive classroom behavior.
6. Any act of harassment based on an individual's sex, sexual orientation, race, color, religion, disability, national origin or ancestry.
7. Refusal by a student to identify himself/herself to a staff member when asked, or misidentification of oneself to such person(s).
8. A walk-out from or sit-in within a classroom or school building or school grounds.
9. Blackmailing, threatening or intimidating school staff or students (or acting in a manner that could be construed to constitute blackmail, a threat, or intimidation, regardless of whether intended as a joke).
10. Possession of any weapon, weapon facsimile, deadly weapon, pistol, knife, blackjack, bludgeon, box cutter, metal knuckles, pellet gun, explosive device, firearm, whether loaded or unloaded, whether functional or not, or any other dangerous object.
11. Unauthorized entrance into any school facility or portion of a school facility or aiding or abetting an unauthorized entrance.
12. Possession or ignition of any fireworks or other explosive materials, or ignition of any material causing a fire.
13. Unauthorized possession, sale, distribution, use or consumption of tobacco, drugs, narcotics or alcoholic beverages (or any facsimile of tobacco, drugs, narcotics or alcoholic beverages, or any item represented to be tobacco, drugs or alcoholic beverages). For the purposes of this Paragraph 13, the term "drugs" shall include, but shall not be limited to, any medicinal preparation (prescription and non-prescription) and any controlled substance whose possession, sale, distribution, use or consumption is illegal under state and/or federal law.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

14. Possession of paraphernalia used or designed to be used in the consumption, sale or distribution of drugs, alcohol or tobacco, as described in subparagraph (13) above.
15. The destruction of real, personal or school property, such as, cutting, defacing or otherwise damaging property in any way.
16. Accumulation of offenses such as school and class tardiness, class or study hall cutting, or failure to attend detention.
17. Trespassing on school grounds while on out-of-school suspension or expulsion.
18. Making false bomb threats or other threats to the safety of students, staff members, and/or other persons.
19. Defiance of school rules and the valid authority of teachers, supervisors, administrators, other staff members and/or law enforcement authorities.
20. Throwing snowballs, rocks, sticks and/or similar objects, except as specifically authorized by school staff.
21. Unauthorized and/or reckless and/or improper operation of a motor vehicle on school grounds or at any school-sponsored activity.
22. Leaving school grounds, school transportation or a school-sponsored activity without authorization.
23. Use of or copying of the academic work of another individual and presenting it as the student's own work, without proper attribution.
24. Possession and/or use of a radio, walkman, beeper, paging device, cellular telephone, walkie talkie or similar electronic device on school grounds or at a school-sponsored activity without the written permission of the principal or his/her designee.
25. Unauthorized use of any school computer, computer system, computer software, Internet connection or similar school property or system, or the use of such property or system for unauthorized purposes.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

26. Possession and/or use of a laser pointer.
27. Hazing.
28. Bullying is defined under Sec. 10-222d. as amended by PA 08-160 as: any overt acts by a student or a group of students directed against another student with the intent to ridicule, humiliate, or intimidate the other student while on school grounds or at a school-sponsored activity, which acts are committed more than once against any student during the school year.
29. Any other violation of school rules or regulations or a series of violations which makes the presence of the student in school seriously disruptive of the educational process and/or a danger to persons or property.
30. Any action prohibited by any Federal or State law which would indicate that the student presents a danger to any person in the school community or school property.

IV. Procedures Governing Removal From Class

- A. A student may be removed from class by a teacher or administrator if he/she deliberately causes a serious disruption of the educational process. When a student is removed, the teacher must send him/her to a designated area and notify the principal or his/her designee at once.
- B. A student may not be removed from class more than six (6) times in one school year nor more than twice in one week unless the student is referred to the building principal or designee and granted an informal hearing at which the student should be informed of the reasons for the disciplinary action and given an opportunity to explain the situation.
- C. The parents or guardian of any minor student removed from class shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of such removal from class.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

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V. Procedures Governing Suspension

- A. The principal of a school, or designee on the administrative staff of the school, shall have the right to suspend any student for breach of conduct as noted in Section II and/or Section III of this policy for not more than ten (10) consecutive school days. In such cases, the following procedures shall be followed.
1. Unless an emergency situation exists, no student shall be suspended prior to having an informal hearing before the principal or designee at which, the student is informed of the charges and given an opportunity to respond. In the event of an emergency, the informal hearing shall be held as soon after the suspension as possible.
 2. Evidence of past disciplinary problems which have led to removal from a classroom, suspension, or expulsion of a student who is the subject of an informal hearing may be received by the principal or designee, ~~but only~~ and considered in the determination of the length of suspensions and/or whether the suspension is an in-school or out-of-school suspension.
 3. By telephone, the principal or designee shall make reasonable attempts to immediately notify the parent or guardian of a minor student following the suspension and to state the cause(s) leading to the suspension.
 4. Whether or not telephone contact is made with the parent or guardian of such minor student, the principal or designee shall forward a letter promptly to such parent or guardian to the last address reported on school records (or to a newer address if known by the principal or designee), offering the parent or guardian an opportunity for a conference to discuss same.
 5. In all cases, the parent or guardian ~~of~~ of any minor student who has been suspended shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the suspension.
 6. Notice of the original suspension shall be transmitted by the principal or designee to the superintendent of schools or designee by the close of the school day following the commencement of the suspension.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

7. The student shall be allowed to complete any class work, including examinations, without penalty, which he or she missed while under suspension.
 8. Notice of the suspension shall be recorded in the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record if the student graduates from high school.
 9. The decision of the principal or designee with regard to disciplinary actions up to and including suspensions shall be final.
 10. During the period of suspension, the student shall not be permitted to be on school property (except in the case of an in-school suspension), and shall not be permitted to attend or participate in any school-sponsored activities, unless the principal specifically authorizes the student to participate in a particular school-sponsored activity.
- B. In cases where the student has previously been suspended, or where such suspension will result in the student's being suspended more than ten (10) times or for fifty (50) days in a school year, whichever results in fewer days of exclusion, the student shall, prior to suspension, be granted a formal hearing. The principal or designee shall report the student to the Superintendent or designee and request a formal hearing.

~~VI. Procedures Governing In-School Suspension~~

- ~~A. The principal or designee may impose in-school suspension in cases where a student's conduct endangers persons or property, violates school policy, seriously disrupts the educational process or in other appropriate circumstances as determined by the principal or designee.~~
- ~~B. In-school suspension may not be imposed on a student without an informal hearing by the building principal or designee.~~
- ~~C. No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.~~

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

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~~D. — The parents or guardian of any minor student placed on in-school suspension shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the period of the in-school suspension.~~

VI. Procedures Governing Expulsion Recommendation

- A. A principal may consider recommendation of expulsion of a student in a case where he/she has reason to believe the student has engaged in conduct described at sections II ~~and/or III A. and H.B.~~, above.
- B. A principal must recommend expulsion proceedings in all cases against any student whom the administration has reason to believe:
1. was in possession on school grounds or at a school-sponsored activity of a deadly weapon, dangerous instrument, martial arts weapon, or firearm as defined in 18 U.S.C. § 921 as amended from time to time; or
 2. off school grounds, possessed a firearm as defined in 18 U.S.C. § 921, in violation of Conn. Gen. Stat. § 29-35, or possessed and used a firearm as defined in 18 U.S.C. § 921, a deadly weapon, a dangerous instrument or a martial arts weapon in the commission of a crime under chapter 952 of the Connecticut General Statutes; or
 3. was engaged on or off school grounds in offering for sale or distribution a controlled substance (as defined in Conn. Gen. Stat. § 21a-240(9)), whose manufacturing, distribution, sale, prescription, dispensing, transporting, or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under Conn. Gen. Stat. §§21a-277 and 21a-278.
 4. The following definitions shall be used in this section:
 - a. A "firearm" as defined in 18 U.S.C § 921 means (a) any weapon that will, is designed to, or may be readily converted to expel a projectile by the action of an explosive, (b) the frame or receiver of any such weapon, (c) a firearm muffler or silencer, or (d) any destructive device.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

As used in this definition, a "destructive device" includes any explosive, incendiary, or poisonous gas device, including a bomb, a grenade, a rocket having a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, or a similar device; or any weapon (other than a shotgun or shotgun shell particularly suited for sporting purposes) that will or may be converted to expel a projectile by explosive or other propellant having a barrel with a bore of more than ½" in diameter. The term "destructive device" also includes any combination of parts either designed or intended for use in converting any device into any destructive device or any device from which a destructive device may be readily assembled. A "destructive device" does not include: an antique firearm; a rifle intended to be used by the owner solely for sporting, recreational, or cultural purposes; or any device which is neither designed nor redesigned for use as a weapon.

- b. "Deadly weapon" means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon or metal knuckles.
- c. "Dangerous instrument" means any instrument, article or substance which, under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a "vehicle".
- d. "Martial arts weapon" means a nunchaku, kama, kasari-fundo, octagon sai, tonfa or chinese star.
- e. When considering whether conduct off school grounds is seriously disruptive of the educational process, the term "weapon" means any pistol or revolver, any dirk knife or switch knife, any knife having an automatic spring release device by which a blade is released from the handle and having a blade of over one and one-half inches in length, and any other dangerous or deadly weapon or instrument, including any BB gun, sling shot, blackjack, sand bag, metal or brass knuckles, stiletto, knife, the edged portion of the blade of which is four inches and over in length, or any martial arts weapon as defined above.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

- C. Upon receipt of an expulsion recommendation, the Superintendent may conduct an inquiry concerning the expulsion recommendation.

If the Superintendent or his/her designee determines that a student should or must be expelled, he or she shall forward his/her recommendation to an impartial hearing officer to hear and decide the expulsion matter.

VII. Procedures Governing Expulsion Hearing

- A. Emergency Exception:

Except in an emergency situation, the Board of Education shall, prior to expelling any student, conduct a hearing to be governed by the procedures outlined herein. Whenever an emergency exists, the hearing provided for herein shall be held as soon as possible after the expulsion.

- B. Hearing Panel:

~~The Board will hear expulsions within the required time by Statute. In the event the Board of Education cannot seat a quorum (five (5) or more members) to hear an expulsion, the Superintendent will be~~ **is hereby** authorized to retain a hearing officer **to conduct the hearing.**

- C. Hearing Notice

1. Written notice of the expulsion hearing must be given to the student, and, if the student is a minor, to his/her parent(s) or guardian(s) within a reasonable time prior to the time of the hearing.
2. A copy of this Board policy on student discipline shall also be given to the student, and if the student is a minor, to his/her parent(s) or guardian(s), at the time the notice is sent that an expulsion hearing will be convened.
3. The written notice of the expulsion hearing shall inform the student of the following:

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

- a. The date, time, and location of the hearing.
 - b. A short, plain description of the conduct alleged by the administration.
 - c. The student may present as evidence, testimony and documents concerning the conduct alleged and the appropriate length and conditions of expulsion, as well as notice that the expulsion hearing will be the student's sole opportunity to present such evidence.
 - d. The student may cross-examine witnesses called by the administration.
 - e. The student may be represented by any third party of his/her choice, including an attorney, at his/her expense or at the expense of his/her parents.
 - f. A student is entitled to the services of a translator or interpreter, to be provided by the Board of Education, whenever the student or his/her parent(s) or guardian(s) do(es) not speak the English language or is handicapped.
 - g. The conditions under which the Board is not legally required to give the student an alternative educational opportunity (if applicable).
- D. Hearing Procedures:
1. The hearing will be conducted by ~~the Presiding~~ **a hearing Officer**, who will call the meeting to order, introduce the parties, ~~board members~~ and counsel, briefly explain the hearing procedures, and swear in any witnesses called by the administration or the student.
 2. The hearing will be conducted in executive session. A verbatim record of the hearing will be made, either by tape recording or by a stenographer.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

3. Formal rules of evidence will not be followed. The Board hearing officer has the right to accept hearsay and other evidence if it deems that evidence relevant or material to its determination. The ~~presiding~~ hearing officer will rule on testimony or evidence as to it being immaterial or irrelevant.
4. The hearing will be conducted in two parts. In the first part of the hearing, the Board hearing officer will receive and consider evidence regarding the conduct alleged by the administration.
5. In the first part of the hearing, the charges will be introduced into the record by the Superintendent or his/her designee.
6. Each witness for the administration will be called and sworn. After a witness has finished testifying, he/she will be subject to cross-examination by the opposite party or his/her legal counsel and by the hearing officer. ~~Board members~~.
7. After the ~~A~~ administration has presented its case, the student will be asked if he/she has any witnesses or evidence to present. If so, the witnesses will be sworn, will testify, and will be subject to cross examination and to questioning by the hearing officer ~~Board~~. The student may also choose to make a statement at this time. If the student chooses to make a statement, he or she will be sworn and subject to cross examination and questioning by the hearing officer ~~Board~~. Concluding statements will be made by the administration and then by the student and/or his or her representative.
8. In cases where the ~~respondent~~ student has denied the allegation, the ~~Board~~ hearing officer must determine whether the ~~respondent~~ student committed the offense(s) as ~~charged~~ alleged by the Superintendent.
9. If the hearing officer ~~Board~~ determines that the student has committed the conduct as alleged, then the hearing officer ~~Board~~ shall proceed with the second portion of the hearing, during which the hearing officer ~~Board~~ will receive and consider evidence regarding the length and conditions of expulsion.
10. When considering the length and conditions of expulsion, the hearing officer ~~Board~~ may review the student's attendance, academic and past disciplinary records. The hearing officer ~~Board~~ may ask the Superintendent for a recommendation as to the discipline to be imposed.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

11. Evidence of past disciplinary problems which have led to removal from a classroom, suspension or expulsion of a student being considered for expulsion may be considered only during the second portion of the hearing, during which the hearing officer Board is considering length and conditions of expulsion and nature of alternative educational opportunity to be offered.
12. Where ~~administrators~~ administrative staff presented the case evidence in support of the charges allegations against the student, such administrative staff shall not be present during the deliberations of the hearing officer Board either on questions of evidence or on the final discipline length and conditions of expulsion to be imposed. The Superintendent may, after reviewing the incident with administrators, and reviewing the student's records, make a recommendation to the hearing officer Board as to the appropriate discipline length and conditions of expulsion to be applied imposed.
13. The hearing officer Board shall make findings as to the truth of the charges allegations, if the student has denied them, and, in all cases, the disciplinary action length and conditions of expulsion, if any, to be imposed. The hearing officer Board shall report its final decision in writing to the student, or if such student is a minor, also to the parent(s) or guardian(s), stating the reasons on which the decision is based, and the disciplinary action length and conditions of expulsion to be imposed. Said decision shall be based solely on evidence presented at the hearing.

E. Expulsion Notice

The parents or guardian or any minor student who has been expelled shall be given notice of such disciplinary action length and conditions of expulsion within twenty-four (24) hours of the time of the institution of the period of the expulsion.

F. Presence on School Grounds and Participation in School-sponsored Activities During Expulsion.

During the period of expulsion, the student shall not be permitted to be on school property and shall not be permitted to attend or participate in any school-sponsored activities, except for the student's participation in any alternative educational program provided by the district in accordance with this policy, unless the Superintendent specifically authorizes the student to participate in a particular school-sponsored activity.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

VIII. Board Policy Regarding Mandatory Expulsions

In keeping with Conn. Gen. Stat. § 10-233d and the Gun-Free Schools Act, it shall be the policy of the Board to expel a student for one full calendar year for: the conduct described in Section ~~VH~~ VI(B)(1), (2) and (3) of this policy. The hearing officer Board may modify the term of expulsion on a case-by-case basis.

IX. Alternative Educational Programs for Expelled Students

A. *Students under sixteen (16) years of age:*

Whenever the Board of Education expels a student under sixteen years of age is expelled, it shall offer any such student shall be offered an alternative educational program.

B. *Students sixteen (16) to eighteen (18) years of age:*

The Board of Education will provide an alternative education to a sixteen to eighteen year old student expelled for the first time if he/she requests it and if he/she agrees to the conditions set by the Board of Education, acting through the Superintendent, except as follows. The Board of Education is not required to offer an alternative program to any student between the ages of sixteen and eighteen who is expelled for the second time, or if it is determined at the hearing that (1) the student possessed a dangerous instrument, deadly weapon, firearm or martial arts weapon on school property or at a school-sponsored activity, or (2) the student offered a controlled substance for sale or distribution on school property or at a school-sponsored activity.

C. *Students eighteen (18) years of age or older:*

The Board of Education is not required to offer an alternative educational program to expelled students eighteen years of age or older.

D. *Students identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"):*

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

Notwithstanding Sections ~~X-IX~~.A. through C. above, if the Board of Education expels an expelled student ~~is expelled~~ who has been identified as eligible for services under the Individuals with Disabilities Education Act (“IDEA”), ~~it~~ the expelled student shall be offered offer an alternative educational program ~~to such student~~ in accordance with the requirements of IDEA, as it may be amended from time to time.

X.I. Notice of Student Expulsion on Cumulative Record

Notice of expulsion and the conduct for which the student was expelled shall be included on the student’s cumulative educational record. Such notice, except for notice of an expulsion based upon possession of a firearm or deadly weapon, shall be expunged from the cumulative educational record by the Board if the student graduates from high school.

XI. Change of Residence During Expulsion Proceedings

A. *Student moving into the school district:*

1. If a student enrolls in the district while an expulsion hearing is pending in another district, such student shall not be excluded from school pending completion of the out of district expulsion hearing unless an emergency exists, as defined above. The hearing officer Board shall ~~retain~~ have the authority to suspend the student or to conduct its own expulsion hearing.
2. Where a student enrolls in the district during the period of expulsion from another public school district, the hearing officer Board may adopt the decision of the student expulsion hearing conducted by such other school district. The hearing officer Board shall make its determination based upon a hearing held by the hearing officer Board, which shall be limited to a determination of whether the conduct which was the basis of the previous public school district’s expulsion would also warrant expulsion by the Board.

B. *Student moving out of the school district:*

Where a student withdraws from school after having been notified that an expulsion hearing is pending, but before a decision has been rendered by the hearing officer Board, the notice of the pending expulsion hearing shall be included on the student’s cumulative record and the hearing officer Board shall complete the expulsion hearing and render a decision. If the hearing officer Board subsequently renders a decision to expel the student, a notice of the expulsion shall be included on the student’s cumulative record.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

XII.I. Procedures Governing Suspension and Expulsion of Students Identified as Eligible for Services under the Individuals with Disabilities Education Act (“IDEA”)

A. *Suspension of students who are eligible for services under IDEA:*

Notwithstanding the foregoing, if the administration suspends a student identified as eligible for services under the IDEA (a “student with a disability”) who has violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The administration shall make reasonable attempts to immediately notify the parents of the student of the decision to suspend on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the parents on the date that the decision to suspend was made.
2. During the period of suspension, the school district is not required to provide any educational services to the student with a disability beyond that which is provided to all students suspended by the school district.

B. *Expulsion and Suspensions that Constitute Changes in Placement for students with disabilities:*

Notwithstanding any provision to the contrary, if the administration recommends for expulsion a student with a disability who has violated any rule or code of conduct of the school district that applies to all students, the procedures described in this section shall apply. The procedures described in this section shall also apply for students whom the administration has suspended in a manner that is considered under the IDEA, as it may be amended from time to time, to be a change in placement:

1. The parents of the student must be notified of the decision to suspend on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the parents on the date that the decision to suspend was made.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

2. The school district shall immediately convene the IEP team, but in no case later than ten (10) school days after the recommendation for expulsion or the suspension that constitutes a change in placement was made. The student's IEP team shall consider whether the student's disability caused or had a direct and substantial relationship to the behavior that led to the recommendation for expulsion or the suspension which constitutes a change in placement, and whether the behavior was a direct result of the failure to implement the student's IEP in order to determine whether the student's behavior was a manifestation of his/her disability.
3. If the IEP team finds that the behavior was a manifestation of the student's disability, the administration shall not proceed with the recommendation for expulsion. The IEP team shall consider the student's misconduct and revise the IEP to prevent a recurrence of the misconduct and to provide for the safety of other students and staff.
4. If the IEP team finds that the behavior was not a manifestation of the student's disability, the administration may proceed with the recommended expulsion or suspension that constitutes a change in placement.
5. During any period of expulsion, or suspension of greater than ten (10) days per school year, the administration shall provide the student with an alternative education program in accordance with the provisions of the IDEA.
6. The special education records and disciplinary records of the student must be transmitted to the individual(s) who will make the final determination regarding a recommendation for expulsion or a suspension that results in a change in placement.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

C. *Transfer of students with disabilities for Certain Offenses:*

School personnel may transfer an IDEA student to an appropriate interim alternative educational setting for not more than forty-five (45) school days if the student:

1. Was in possession of a dangerous weapon, as defined in 18 U.S.C. 930(g)(2), as amended from time to time, on school grounds or at a school-sponsored activity, or
2. Knowingly possessed or used illegal drugs or sold or solicited the sale of a controlled substance while at school or at a school-sponsored activity.
3. Has inflicted serious bodily injury on another person at school, on school grounds or at a school sponsored activity.

As used in this subsection XIII.C., the term “dangerous weapon” means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2.5 inches in length. The term “serious bodily injury” means bodily injury which involves substantial risk of death; extreme physical pain; protracted and obvious disfigurement; or protracted loss or impairment of the function of a bodily member, organ or mental faculty.

XIII. Procedures Governing Expulsions for Students Identified as Eligible for Educational Accommodations under Section 504 of the Rehabilitation Act of 1973

Notwithstanding any provision to the contrary, if the administration recommends for expulsion a student identified as eligible for educational accommodations under Section 504 of the Rehabilitation Act of 1973 (a “Student with disabilities under 504”) who has violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The parents of the student must be notified of the decision to recommend the student for expulsion.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

2. The district shall immediately convene the student's Section 504 team ("504 team") for the purpose of reviewing the relationship between the student's disability and the behavior that led to the recommendation for expulsion. The 504 team will determine whether the student's behavior was a manifestation of his/her disability.
3. If the 504 team finds that the behavior was a manifestation of the student's disability, the administration shall not proceed with the recommended expulsion. The 504 team shall consider the student's misconduct and revise the 504 plan to prevent a recurrence of the misconduct and to provide for the safety of other students and staff.
4. If the 504 team finds that the behavior was not a manifestation of the student's disability, the administration may proceed with the recommended expulsion.

XIV. Early Readmission to School

An expelled student may apply for early readmission to school. The Board delegates the authority to make decisions on readmission requests to the Superintendent. Students desiring readmission to school shall direct such readmission requests to the Superintendent. The Superintendent has the discretion to approve or deny such readmission requests, and may condition readmission on specified criteria.

XV. I. Dissemination of Policy

The Board of Education shall, at the beginning of each school year and at such other times as it may deem appropriate, provide for an effective means of informing all students, parent(s) and/or guardian(s) of this policy.

XVI. I. Compliance with Reporting Requirements

- A. The Board of Education shall report all suspensions and expulsions to the State Department of Education.
- B. If **a student is expelled** ~~the Board of Education expels a student~~ for sale or distribution of a controlled substance, the Board shall refer such student to an appropriate state or local agency for rehabilitation, intervention or job training and inform the agency of its action.

Students

STUDENT DISCIPLINE - SUSPENSION/EXPULSION (continued)

5119

- C. If a student is expelled ~~the Board of Education expels a student~~ for possession of a deadly weapon or firearm, as defined in Conn. Gen. Stat. § 53a-3, the violation shall be reported to the local police.

Legal References:

Connecticut General Statutes:

§§ 4-177 through 4-180 Contested cases. Notice. Record.

§§ 10-233a through 10-233e Suspension and expulsion of students.

§ 10-233f as amended by PA 07-66 and PA 08-160

In-school suspension of students.

Packer v. Board of Educ. of the Town of Thomaston, 246 Conn. 89 (1998).

Federal law:

Honig v. Doe, 484 U.S. 305 (1988)

Individuals with Disabilities Act, 20 U.S.C. 1400 et seq., as amended by the
Individuals with Disabilities Education Act Amendments of 1997, Pub. L. 105-17.
Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794(a).

18 U.S.C. § 921 (definition of “firearm”)

18 U.S.C. § 930(g)(2) (definition of “dangerous weapon”)

Gun-Free Schools Act, Pub. L. 107-110, Sec. 401, 115 Stat. 1762 (codified at 20
U.S.C. § 7151)

Policy Approved: 11/9/2010

Revised and Approved:

Healthy Food Certification Overview

APR 10 2012

Under section 10-215f of the Connecticut General Statutes (CGS), healthy food certification (HFC) requires each board of education or governing authority for all public schools participating in the National School Lunch Program (NSLP) to certify annually to the Connecticut State Department of Education (CSDE) whether they will follow the Connecticut Nutrition Standards for all foods sold to students separately from a reimbursable school breakfast or lunch in the U.S. Department of Agriculture's (USDA) Child Nutrition Programs. The Connecticut Nutrition Standards apply to all a la carte foods offered for sale to students at all times, in all schools and from all sources including school stores, vending machines, school cafeterias, fundraising activities on school premises and any other sources of food sales. Districts that choose to implement the Connecticut Nutrition Standards receive 10 cents per lunch, based on the total number of reimbursable lunches (paid, free and reduced) served in the district in the prior school year. Detailed information on the HFC requirements can be found on the CSDE Web site (see *School Foods and Beverages* under "Resources").

Connecticut Nutrition Standards

The Connecticut Nutrition Standards were developed by the CSDE with input from a state nutrition standards committee. They address all foods sold to students separately from reimbursable school meals. The Connecticut Nutrition Standards focus on limiting fat, saturated fats, trans fats, sodium and sugars, moderating portion sizes and increasing consumption of nutrient-rich foods, such as fruits, vegetables, whole grains, low-fat dairy, lean meats and legumes. They are based on current nutrition science and national health recommendations from the Dietary Guidelines for Americans, MyPyramid and national organizations, such as the National Academy of Sciences Institute of Medicine, American Cancer Society, American Heart Association, American Dietetic Association and American Academy of Pediatrics. For more information, see *Connecticut Nutrition Standards* under "Resources."

Exempted Foods

Foods that do not meet the Connecticut Nutrition Standards can be sold to students on school premises if the local board of education or school governing authority votes to allow exemptions and the following three conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the foods are not sold from a vending machine or school store. An event is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. For example, soccer games, school plays and interscholastic debates are events but soccer practices, play rehearsals and debate team meetings are not. The regular school day is the period that begins with the arrival of the first child at school and ends after the last instructional period.

Fundraisers

Food fundraisers on school premises must comply with the Connecticut Nutrition Standards unless the board of education votes to allow exemptions and the sales meet the three exemption conditions (see "Exempted Foods" above). Most school fundraisers can be conducted as usual or modified to meet the HFC requirements, except for food sales during the school day, e.g., bake sales and candy sales. Districts are strongly encouraged to contact the CSDE for assistance in reviewing their current fundraisers and identifying if any changes are needed. Foods that meet the Connecticut Nutrition Standards can be used as fundraisers at any time, as long as the time frame complies with the state competitive foods regulation. For more information, see *Fundraising with Foods and Beverages* and *Competitive Foods in Schools* under "Resources."

Food Given to Students

The determination of what foods can be given to students in school is governed by the district's local school wellness policy not the HFC statute. HFC applies only to the *sale* of foods to students, not to foods given to students at no charge, e.g., classroom celebrations or other school events. However, if a fee is collected to cover the cost of foods given to students, then the food is being sold to students and must meet the Connecticut Nutrition Standards. For more information, see *Federal and State Laws for Foods and Beverages in Connecticut Schools* and *School Wellness Policies* under "Resources."

Districts Not Implementing the Connecticut Nutrition Standards Under HFC

Districts choosing not to follow the Connecticut Nutrition Standards under CGS section 10-215f must still comply with all applicable state statutes and regulations for school foods and beverages, including the state statutes on beverage requirements and healthy food choices, and the state competitive foods regulations.

- **State Beverage Requirements:** CGS section 10-221q allows only five categories of beverages to be sold to students in public schools at all times and from all sources including, but not limited to, cafeterias, vending machines, school stores and fundraisers. Prohibited beverages include soda (regular and diet), coffee (regular, decaffeinated and iced), tea (regular, herbal and iced), hot chocolate, sports drinks, energy drinks and any other beverages that do not meet the statutory requirements. Beverages that do not meet the statutory requirements can be sold to students only if the board of education votes to allow exemptions and the beverages are sold at the location of events that occur after the school day or on the weekend, provided they are not sold from a vending machine or school store. For more information, see *Beverage Requirements* under "Resources."

CGS section 10-221q applies to all public schools, regardless of whether they participate in the USDA Child Nutrition Programs or HFC.

Healthy Food Certification Overview, Continued

- **State Requirement to Sell Healthy Food Choices:** CGS section 10-221p requires that at all times when food is available for purchase by students during the regular school day, nutritious and low-fat foods (including, but not limited to, low-fat dairy products and fresh or dried fruit) must also be available for sale. These foods must be sold whenever any other foods are sold, either at the location of the food sales or elsewhere on school premises at the same time. For more information, see *Questions and Answers on Connecticut Statutes for School Foods and Beverages* under “Resources.”
- **State Competitive Foods Regulations:** Section 10-215b-1 of the Regulations of Connecticut State Agencies prohibits the sale or dispensing of candy to students anywhere on school premises from 30 minutes before the start of any state or federally subsidized meal or milk program (National School Lunch Program, School Breakfast Program, After-School Snack Program and Special Milk Program) until 30 minutes after the end of the program. Section 10-215b-23 requires that the income from any foods or beverages sold to students anywhere on school premises during this same time frame must accrue to the nonprofit food service account. Any food and beverage sales held anywhere on school premises during this time frame must comply with this regulation, including beverages that meet the requirements of state statute and foods that meet the Connecticut Nutrition Standards. For more information, see *Competitive Foods in Schools* under “Resources.”

CGS section 10-221p applies to all public schools, regardless of whether they participate in the USDA Child Nutrition Programs or HFC.

Sections 10-215b-1 and 10-215b-23 of the Regulations of Connecticut State Agencies apply to all public schools that participate in the USDA Child Nutrition Programs regardless of whether they implement HFC.

HFC Application Process

All Connecticut public school districts that participate in the NSLP must complete the *Healthy Food Certification Statement – Addendum to Agreement for Child Nutrition Programs (ED-099)* annually. It must be submitted to the CSDE by July 1 of each year. The HFC application materials are available on the CSDE Web site (see *Application Forms for Healthy Food Certification* under “Resources”).

Participating Districts

The number of eligible and participating school districts and schools (magnets, charters and endowed academies) varies each year. A list of the districts currently participating in HFC is available online (see *Healthy Food Certification* under “Resources”). The handout also includes comparison charts of HFC participation since the first year of implementation (2006-07).

Resources

- *Allowable Beverages in Connecticut Schools:* http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Student/NutritionEd/Allowable_Beverages.pdf
- *Application Forms for Healthy Food Certification Web page:* <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322424>
- *Beverage Requirements Web page:* <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322418>
- *Competitive Foods in Schools:* <http://www.sde.ct.gov/sde/LIB/sde/pdf/deps/nutrition/nslp/CompetitiveFoods.pdf>
- *Connecticut Nutrition Standards Web page:* <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322422>
- *Federal and State Laws for Foods and Beverages in Connecticut Schools:* <http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Student/NutritionEd/NutritionLaws.pdf>
- *Healthy Food Certification Web page:* <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322420>
- *List of Acceptable Foods and Beverages Web page:* <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322432>
- *School Foods and Beverages Web page:* <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322416>
- *School Wellness Policies Web page:* <http://www.sde.ct.gov/sde/cwp/view.asp?a=2678&q=322438>
- *State Competitive Foods Regulations:* http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Student/NutritionEd/CT_Competitive_Food_Regulations.pdf
- *Summary of Connecticut Nutrition Standards:* <http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Student/NutritionEd/SummaryCTnutritionStandards.pdf>
- *Questions and Answers on Connecticut Statutes for School Foods and Beverages:* http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Student/NutritionEd/HF_Q&A.pdf
- *Requirements for Beverages Containing Water and Juice:* http://www.sde.ct.gov/sde/lib/sde/PDF/DEPS/Student/NutritionEd/Water_Juice_Beverages.pdf



For more information, visit the CSDE School Foods and Beverages Web page at <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322416> or contact: Susan S. Fiore, MS, RD, Nutrition Education Coordinator, Connecticut State Department of Education, Bureau of Health/Nutrition, Family Services and Adult Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2075, susan.fiore@ct.gov.

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School Nutrition Association Statement on Lean Finely Textured Beef **March 20, 2012**

Just like parents buying food at a grocery store or a restaurant, schools rely on the federal government to inspect and certify the safety of the foods they purchase.

The U.S. Department of Agriculture (USDA), after consultation with the Food and Drug Administration, has determined that the use of ammonium hydroxide in the processing of any food is safe. All Lean Finely Textured Beef (LFTB) must meet federal food safety requirements and undergo food safety inspections like any other beef.

Currently, food companies are not required to label a product as containing LFTB. Industry experts indicate that much of the ground beef sold in grocery stores, restaurants and food service establishments across the country contains LFTB. Parents with questions about LFTB in the foods their children eat must contact their grocers and food providers directly. Many schools have already contacted their suppliers to inquire about LFTB in ground beef products sold directly to schools.

USDA has said that LFTB is present in some of the ground beef purchased for schools in 2011 through the USDA Foods program, which provides approximately 20 percent of the food served in the National School Lunch Program. On March 15, USDA announced that in school year 2012-2013 they will offer new LFTB-free ground beef options for schools through the USDA Foods program. School Nutrition Association welcomes these new choices and will work to resolve any issues school foodservice professionals face as they work to identify ground beef products that meet both parents' requests and their menu requirements.



NEWS RELEASE

United States Department of Agriculture • Office of Communications • 1400 Independence Avenue, SW
Washington, DC 20250-1300 • Voice: (202) 720-4623 • Email: oc.news@usda.gov • Web: <http://www.usda.gov>

Release No. 0094.12

Contact:
Office of Communications (202)720-4623

USDA Announces Additional Choices for Beef Products in the Upcoming School Year *USDA Affirms Safety of Lean Finely Textured Beef Product for Consumers*

WASHINGTON, March 15, 2012 – In response to requests from school districts across the country, the USDA announced today that it will offer more choices to schools in the National School Lunch Program when it comes to purchases of ground beef products.

USDA only purchases products for the school lunch program that are safe, nutritious and affordable – including all products containing Lean Finely Textured Beef. However, due to customer demand, the department will be adjusting procurement specifications for the next school year so schools can have additional options in procuring ground beef products. USDA will provide schools with a choice to order product either with or without Lean Finely Textured Beef.

USDA continues to affirm the safety of Lean Finely Textured Beef product for all consumers and urges customers to consult science based information on the safety and quality of this product. Lean Finely Textured Beef is a meat product derived from a process which separates fatty pieces from beef trimmings to reduce the overall fat content.

By law, USDA has two primary responsibilities as part of its mandate to provide safe and nutritious food to the American people. Through the Food Safety and Inspection Service, USDA ensures that safety of the nation's commercial supply of meat, poultry, and processed egg products. Through the Food and Nutrition Service and the Agricultural Marketing Service, USDA provides food and nutrition assistance through several domestic programs, including the National School Lunch Program.

While USDA sets national nutritional guidelines for school meals, school districts make local decisions on what food to feed kids to meet these guidelines. On average, schools in the National School Lunch Program purchase approximately 20 percent of their food through USDA, and approximately 80 percent of food served is purchased directly by schools or school districts through private vendors. Schools purchase food from the department through the USDA Foods Program, which provides more than 180 nutritious food items that are fresh, frozen, packaged, canned, dried, or in bulk. USDA procures these products based on the demand from schools to help meet the menu planning needs, student taste preferences, school nutrition goals, and local wellness initiatives.

USDA ensures all food purchased for the National School Lunch Program meet stringent food safety standards, which includes rigorous pathogen testing. Purchase specifications are continually reviewed, microbial test results are evaluated, new food safety technologies are considered, and food safety experts are consulted to determine the adequacy of our food safety requirements.

FAIRFIELD PUBLIC SCHOOLS



Joann D. Fitzpatrick, DTR, SNS
Manager of Food Services and Nutrition Services

Phone (203) 255-8370
Fax (203) 255-8279

Food and Nutrition Services

April 5, 2012

Dear Parents:

Recently the national media has been reporting on the use of ammonium hydroxide in the processing of Lean Finely Textured Beef (LFTB), referred to as "pink slime". Since 1974, the United States Department of Agricultural (USDA) and the Food and Drug Administration (FDA) has approved the use of ammonium hydroxide as a safe, direct additive in food processing. All Lean Finely Textured Beef must meet federal food safety requirements and undergo food safety inspections like any other beef.

Currently food companies are not required to label a product as containing LFTB. Industry experts indicate that much of the ground beef sold in grocery stores, restaurants and food service establishments across the country contain LFTB. USDA has said that LFTB is present in some of the ground beef purchased for schools in 2011 through the USDA Foods program. We will be adjusting our menus for the remainder of this school year to eliminate beef products with LFTB. For the 2012 – 2013 school year, we will only purchase beef products that DO NOT contain LFTB.

If you have any questions, please do not hesitate to contact me at 203-255-8370.

Sincerely,

Joann D. Fitzpatrick DTR, SNS
Manager, Food & Nutrition Services

JDF:kvh