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

Board of Education
Fairfield Public Schools
Fairfield, CT

Tuesday, January 10, 2012

REGULAR MEETING
7:30 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 December 13, 2011

Recommended Motion: "that the Board of Education approve the Minutes of the Regular Meeting of December 13, 2011"

(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	Policy Committee Member Special Projects Standing Building Committee Member
Dwyer, Philip	Building Projects Review Committee Member Cooperative Educational Services (CES) Council Member
Fattibene, Paul	Policy Committee Member Stratfield Building Committee Liaison Transportation Advisory Committee Member
Gerber, Jessica	Parks & Recreation Commission Member

Iacono, Pamela Representative Town Meeting (RTM) Liaison

Kennelly, Jennifer Policy Committee Member
SEPTA Liaison

Kery, Tim PTA Council Liaison
Board of Finance Liaison

Liu, Perry Fairfield Woods Building Committee Liaison

V. Superintendent's Report

VI. Old Business

A. Approval of Safe School Climate Plan

Recommended Motion: "that the Board of Education approve the Safe School Climate Plan"

(Enclosure No. 2)

B. Understanding on Health Insurance

Recommended Motion: "that the Board of Education postpone approval of the Understanding on Health Insurance to the next Regular Board Meeting, January 24, 2012"

C. Discussion of Board of Education By-Law items that were postponed from the December 13, 2011 Board of Education Meeting

(Enclosure No. 3)

VII. New Business

A. Quarterly Financial Update

(Enclosure No. 4)

B. Distribution and Presentation of Superintendent's Recommended 2012-2013 Operating Budget and Capital Improvement Projects

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. Adjournment

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

CALENDAR OF EVENTS

January 17, 2012	Board of Education Special Board Meeting Budget Discussion	7:30 p.m. 501 Kings Highway East 2 nd Floor Conference Room
January 19, 2012	Board of Education Special Board Meeting Budget Discussion	7:30 p.m. 501 Kings Highway East 2 nd Floor Conference Room
January 24, 2012	Board of Education Regular Meeting/Budget Adoption	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

FAIRFIELD BOARD OF EDUCATION
MINUTES OF THE MEETING OF THE BOARD OF EDUCATION
Tuesday, December 13, 2011

ENCLOSURE NO. 1

JAN 10 2012

Minutes of the Regular Meeting of the Board of Education held Tuesday, December 13, 2011, 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. John Convertito, Mr. Philip Dwyer, Mrs. Jessica Gerber, Mr. Tim Kery, Mr. Perry Liu, Mrs. Jennifer Maxon Kennelly and Mr. Paul Fattibene (arrived 7:32 p.m.). Also in attendance were Superintendent Dr. David Title, Fairfield Warde High School Student Representative Stephanie Teixeira and members of the administrative staff. Approximately 80 people comprised the remainder of the audience.
2. Ms. Iacono led the Board and audience in the Pledge of Allegiance.
3. Presentation
 - A. Safe School Climate

Dr. Title stated that Ms. Leonardi has taken the lead on this and worked with a broad-based committee to draft the Safe School Climate Plan, which needs to be submitted to the State by January 1st. This is a discussion item with no action tonight. Written notification was received from the State that it is permissible to submit the draft and then submit a revised version when it is approved by the Board.

Ms. Leonardi gave a brief overview of the proposed Safe School Climate Plan. The sections that are underlined throughout the document are sections where Fairfield went beyond what the law requires. The Plan begins with the Mission and Beliefs of the Fairfield Public Schools. The District School Climate Coordinator will be Ms. Leonardi. There will also be a District School Climate Team which will be made up of all building School Climate Specialists, community members, parents and students. Each building principal will identify a School Climate Specialist who will provide leadership at the building level around school climate initiatives and help all staff to understand the role adults play in creating a positive school climate. Adults in the schools will be trained to recognize and understand what this behavior looks like, what its impact is on students and their obligation to intervene and to report. Ms. Leonardi commented on the Assessment section that begins on page 7. The State is required to provide each district with a survey for staff, students and parents every other year. She recommends that the Fairfield Public Schools survey annually and that the survey be reliable and valid, recognize the voice of parents and students and be aligned between those two groups. It should result in a detailed report at the building and district level and should provide data within 2-3 weeks of the close of the survey so it can be published and assist each school climate committee as to how the data might be used. The survey should help drive improvement and give a direction to go in. Should the Board choose to support this, part of the RFP would be that the company also provide ongoing support for ways to make improvements in areas that are identified at both the school and district level. The next part of the Plan is what to do if bullying or alleged bullying is reported, when it must be reported, by whom it must be reported and what happens next. We will now be required to report to law enforcement any acts of bullying that we believe may constitute a crime. For each verified act of bullying a written school safety and intervention plan must be developed for both the victim and the perpetrator. After approval by the Board, this Plan shall be made available on the district website and each individual school website.

Board comments, questions and suggestions followed regarding defining mean spirited behavior; clarifying the role of administration; timelines for reporting and adding more clarity to that section; creating a flow chart for the chain of command; defining the number of students, parents

and community members to be on the District Team; adding more information to the prevention section and costs associated with the plan.

Dr. Title stated that there will be staffing costs, and at this point he is not sure what they will be. If we commit to doing an annual survey, there will be a cost, which is also unknown at this time. Dr. Title asked anyone who is interested in providing feedback to email Ms. Leonard.

4. Approval of Minutes

- A. Mrs. Brand moved seconded by Mrs. Gerber that the Board of Education approve the Minutes of the Special Meeting of November 17, 2011.

Motion carried: 4:0:5. Mrs. Brand, Mr. Kery, Mr. Fattibene and Ms. Iacono voted in favor. Mr. Dwyer, Mrs. Gerber, Mr. Liu, Mr. Convertito, and Mrs. Kennelly abstained.

- B. Mr. Dwyer moved seconded by Mrs. Kennelly that the Board of Education approve the Minutes of the Regular/Organizational Meeting of November 22, 2011.

Motion carried: 9:0:0.

- C. Mrs. Brand moved, seconded by Mr. Convertito that the Board of Education approve the Minutes of the Special Meeting of December 1, 2011.

Motion carried: 8:0:1. Mrs. Brand, Mr. Convertito, Mr. Dwyer, Mrs. Gerber, Ms. Iacono, Mrs. Kennelly, Mr. Kery and Mr. Liu voted in favor. Mr. Fattibene abstained.

5. Student/Committee/Liaison Reports

- ◆ Stephanie Teixeira reported that the Carillon Concert is on Thursday and Friday; 33 members of band, orchestra and chorus were selected to the Western Regional High School Festival; the Math Team finished second in the Fairfield County Math League; the Mock Trial Team competed in the regionals contest and did very well; and the fashion boutique has opened for holiday shopping. The Warde Football Team beat Ludlowe on Thanksgiving Day, and Devon Lofton a senior on the football team was recognized as the fifth leading rusher in the State.
- ◆ Mrs. Brand reported that the Board of Health met last night and the Health Department Director, Mr. Sands Cleary, reported that there was an initial test done by AMC at Fairfield Ludlowe High School as part of the window project and PCBs were found. It was the consensus of those in the room, two of whom are pediatricians, that there are no over concerns about this issue. It was also reported that there are not a lot of people getting flu shots.
- ◆ Mr. Convertito reported that the Special Projects Standing Building Committee's main project is the Sherman renovation. Shovels are in the ground, foundation has been dug, and the central office has been moved to the media center. There is a proposal to swap some of the HVAC equipment for different HVAC equipment to gain a savings and that has been sent to the engineer to see if it is practical. Board members received the environmental report that was done at Sherman. Some contaminants were found, and the building committee and general contractor will be addressing those at the next meeting.
- ◆ Mr. Dwyer reported that CES does not meet in December. The next meeting is in January.
- ◆ Mr. Fattibene reported the Stratfield Building Committee met, and they are trying to wind down that project. They discussed adding some lock down hardware for the doors and relocating a valve from one of the furnaces. There were some concerns about a master clock so all of the rooms would have the same time, towel dispensers not being uniform and causing a problem in ordering supplies and trying to alleviate sound in the main hall. The problem the committee is running into is that there are no real funds remaining for some of this work, and they are trying to figure out how it will get done. The biggest issue was a discussion of the final shared savings, which is going to be referred back to the purchasing agent to further discuss and see how it could be resolved.
- ◆ Mrs. Gerber reported that Parks & Rec meets tomorrow.

- ◆ Ms. Iacono reported that the RTM is in the process of working through the committee system on the roof warranties and the teacher and administrator contracts.
- ◆ Mrs. Kennelly reported that SEPTA will meet in January. Their cookie walk fundraiser will be next Wednesday at Central Office, and they are looking for people to bake.
- ◆ Mr. Kery reported that PTA Council met on December 7, and there were quite a few questions and comments regarding the school calendar and the bullying policy. There was an agreement to ask Ms. Leonardi to present to PTA Council at some point. Board members received the previous minutes in their Friday Packet. Mr. Kery stated that he was unable to attend the Board of Finance meeting but understands that it was ended prematurely by a fire alarm. A future topic he will be reporting on is the discussion of workmen's compensation, which seems to be this year's concern for the Board of Finance.
- ◆ Mr. Liu – No report.

6. Superintendent's Report

A. 2012-2013 Budget Timeline

Dr. Title reported that this year the budget timelines have been changed so the Board will have more time with the budget. As the last item on the January 10, 2012 Board agenda, the Superintendent's Recommended Budget will be distributed, and there will be an overview and explanation of it. The Board will then have a full week to digest the budget before the January 17 Special Budget Meeting at which time the Board will get right into discussion. The Board will have two full meetings to review and discuss the budget before it is approved at the January 24th meeting. The dates for the Board of Selectmen/Board of Finance, RTM subcommittees and the full RTM are listed on Enclosure No. 5.

Mrs. Brand stated that she sent Dr. Title some of her thoughts and asked if he had any specific priorities that are of particular concern. Dr. Title stated that he is going to try to continue with all of the initiatives that were started this year and at the same time be as fiscally responsible as possible. It is too early to commit to any specific initiative.

Mrs. Kennelly commented on the possibility of communicating with the other Town bodies earlier. Dr. Title stated that if Board members have ideas about communicating with the other Town bodies in advance of their hearing it, he is in favor of that. The more communication with the other Town bodies the better.

7. Old Business

- A. Mr. Kery moved, seconded by Mrs. Gerber that the Board of Education postpone approval of the Understanding on Health Insurance to the next Board Meeting, January 10, 2012.

Ms. Iacono stated that this is just procedural; it is not a discussion about the MOU. This item was held over from a prior meeting.

Dr. Title stated that he has been working through the Memorandum on Health Insurance with the Board of Finance Chair and the First Selectman. When this was brought forward to the Board of Ed for the third time, the First Selectman came to the meeting, expressed some concerns and asked the Board to postpone action on it. The Board then passed a motion to postpone this item to the December meeting. Since then Dr. Title has had one meeting with the First Selectman, and the concerns are still not resolved. Dr. Title stated that he does believe he will have an agreement by January.

Board comments and concerns followed regarding this item coinciding with the budget and being imbedded in the budget.

Dr. Title stated that there is actually little disagreement with the Board of Finance Chair and the First Selectman on how the Board should budget for its health insurance for next year. There are

other parts that are in dispute so Dr. Title suggested that the First Selectman send him a letter to that affect so that part is clear when we go forward with our budget. The issues are around the timelines, the length of the agreement and some of the legal language. The lawyer for the Town is reviewing it now.

Mrs. Brand asked for a financial report on this account before the January 10th meeting.

Motion carried: 9:0:0.

- B. Mr. Convertito moved, seconded by Mrs. Brand that the Board of Education approve the Music Curriculum, Grades K-5.

Mrs. Kennelly expressed concern about the issue of space. Teachers are being assessed on the curriculum they deliver and according to the Facilities Plan, 8 of the 11 elementary schools have inadequate space, specifically with regard to music. All of the schools are being given this curriculum and are expected to follow it; teachers are being assessed based on the curriculum and yet it is clearly not equitable. She also expressed concern that there is nothing specific regarding content area connections in the curriculum.

Mr. Dwyer asked if going forward there could be a paragraph attached to each curriculum document that states what the potential fiscal impact is, not a full cost analysis but just an overview.

Motion carried: 9:0:0.

- C. Mr. Kery moved, seconded by Mrs. Brand that the Board of Education approve the Educational Specifications for Riverfield Elementary School Extension/Alterations.

Mrs. Brand moved, seconded by Mr. Liu to amend the educational specifications to include a cover letter with an explanation that this is a very rough estimate; no site work has been done.

Board questions and comments followed regarding a written estimate and the ed specs.

Mr. Convertito respectfully requested the amendment be withdrawn.

Mrs. Brand withdrew the amendment.

Mrs. Brand moved, seconded by Mr. Liu to amend the educational specifications to set priorities within the document.

Board comments followed.

Motion failed: 1:8:0. Mrs. Brand voted in favor. Mrs. Kennelly, Mr. Convertito, Mr. Liu, Mrs. Gerber, Ms. Iacono, Mr. Dwyer, Mr. Fattibene and Mr. Kery voted in opposition.

Mrs. Brand moved, seconded by Mrs. Kennelly to amend the educational specifications and to change the wording on Page 11, under the heading Code, third bullet to read: "abate any hazardous materials in accordance with State and Federal Regulations"

Board questions, comments and discussion followed.

Mrs. Brand withdrew the amendment.

Mr. Fattibene moved, seconded by Mr. Dwyer to amend the educational specifications on Page 6 under Homeroom Classrooms for Grades K-5 (24 Classroom Model) fifth bullet, water fountains be deleted.

Board comments and questions followed.

Motion carried: 9:0:0.

Mr. Convertito moved, seconded by Mrs. Kennelly to amend the educational specifications on Page 7 under Music to strike the third bullet, small practice space and lockable office space for teaching staff, and replace it with "provide adequate lockable storage space for instruments."

Board comments, questions and discussion followed on this amendment.

Motion failed: 2:7:0. Mr. Convertito and Mrs. Kennelly voted in favor. Mrs. Brand, Mr. Dwyer, Mr. Fattibene, Mrs. Gerber, Mr. Kery, Ms. Iacono and Mr. Liu voted in opposition.

Mrs. Kennelly questioned the need for a science prep room and 7 special ed rooms.

Back to the main motion as amended.

Public Comment-

Suzanne Miska, Ryegate Road, spoke against the ed specs and cautioned throwing wish lists out.

Vote on the main motion as amended carried: 9:0:0

- D. Mr. Convertito moved, seconded by Mrs. Gerber that the Board of Education approve the 2012-2013 Student Calendar as proposed.

Mr. Convertito moved, seconded by Mrs. Kennelly to amend the calendar to eliminate November 12, 2012, observance of Veterans' Day.

Board discussion followed.

Selectman Walsh stated that he is opposed to this amendment and spoke against taking away this holiday.

Board comments continued on this amendment.

Selectman Walsh stated that this district has men and women who upon graduation are going into the military service to serve overseas and giving one day to honor them is the least we can do.

Public Comment-

Tom Quinn, Commander of American Legion Post #143 at Owen Fish, stated that the veterans in the American Legion are in favor of keeping the holiday.

Tina Dejarnette, Quaker Lane, spoke in favor of keeping Veterans' Day.

J. Alfred Dunn commented that the subject is simple and complex and has two faces to it.

Ed Kuryluk, BOE Liaison from Holland Hill, spoke against eliminating Veterans' Day.

Board comments continued.

Mr. Convertito called the question, seconded by Mr. Kery.

Motion to call the question carried: 9:0:0.

Vote on amendment failed: 2:7:0. Mr. Convertito and Mrs. Kennelly voted in favor. Mr. Liu, Mrs. Gerber, Ms. Iacono, Mr. Dwyer, Mr. Fattibene, Mr. Kery and Mrs. Brand voted in opposition.

Mr. Convertito moved, seconded by Mrs. Brand to amend the calendar and eliminate February break; keep February 18, Presidents' Day, as a day off; have school in session on February 19, 20, 21, 22; eliminate the Professional Day on January 18 and have a Professional Development Day on February 15.

Board questions, comments and discussion followed.

Selectman Walsh asked if there is any educational benefit to having a February break or if there is any benefit in taking it away? Why do the professional development days need to happen during the school year and take away from educational time? How many schools in Fairfield don't have a break until April? Is there any research that CMT scores went up when February break was eliminated? What the reasons are for districts that had taken away the February break and then gone back to it?

Board comments and questions continued.

Public Comment-

Tina Dejarnette, Quaker Lane, questioned what happens if the snow days go over, will days still be taken away from April break. She commented that most of the towns in Connecticut that have over the 180 mandated days, which Fairfield does, take those days first and do not make them up. Why is Fairfield not even considering the days that are over the 180 that do not have to be made up as snow days?

Jay Wolk, Stratfield Road, spoke against taking away February break.

Anne Pasco, FEA President, stated that she has been in Fairfield more than four decades and families who go away in February will take their children out of school and go away because that is what they are accustomed to. There is always a snow day during that week in February and it often has been the week where the flu has struck. She does not know how much education will go on with some or many of the kids not there.

Sue Dow, Pickwick Street, spoke against eliminating the February break.

Christine Vitale, BOE Rep for Dwight, stated that last week their PTA Executive Board voted in favor of eliminating the February vacation and preserving April vacation. An email was sent out to the school community and no one really complained about the motion.

Matt Hutzemann, Pansy Road, stated that he sees no reason to change the calendar.

Mark Patten, 503 Valley Road and RTM District 7, spoke in support of this amendment.

Dorene Herron, Forest Avenue, stated that not all of the schools have air conditioning, and anything that can be done to not have school in late June is educationally beneficial.

Julie Gottlieb, Applegate Road, spoke on behalf of working parents and stated she would prefer her child be in school in February as would the 8-9 people she spoke with.

Board comments continued.

Vote on the amendment to the main motion: "to eliminate February break; keep February 18, Presidents' Day, as a day off; eliminate the Professional Day on January 18 and have a Professional Development Day on February 15.

Motion carried: 5:3:1. Mr. Convertito, Mrs. Gerber, Mr. Fattibene, Mr. Kery and Mrs. Brand voted in favor. Mr. Liu, Mrs. Kennelly and Mr. Dwyer voted in opposition. Ms. Iacono abstained.

The last day of school will move back four days to June 12.

Vote on calendar as amended carried: 9:0:0.

8. New Business

- A. Mr. Convertito moved, seconded by Mr. Kery that the Board of Education endorse "A Parents Guide for the Prevention of Alcohol, Tobacco and Other Drug Use" booklet.

Ms. Iacono stated that she received this from a community member who was reaching out on behalf of the Alcohol Task Force. They are looking for Board of Ed endorsement to put our name on the front cover of the booklet which is given to parents and students at the high schools.

Board comments and questions followed.

Public Comment-

Wendy Bentivegna, a member of the Fairfield Cares Town Task Force on Alcohol and Health and Co-chair of the Freshmen Forum at Fairfield Ludlowe High School, stated that the "Community of Concern" booklet is customized to Fairfield and is a great resource for parents. She encouraged the Board to support the booklet; it shows a commitment in partnering to keep our youth safe and healthy.

Catherine Giff, Eleven O'Clock Road, encouraged the Board to endorse the "Community of Concern" booklet. An endorsement implies no money. The Task Force has the money and the sponsorship and would appreciate the Board's endorsement.

Board questions and comments continued.

Motion carried: 9:0:0.

- B. Discussion of a Board of Education Member Guide

Ms. Iacono stated that she put this on the agenda because during the discussion of the By-Laws there has often been a discussion that some things are good but don't necessarily belong in the By-Laws, and Mr. Dwyer offered the idea of putting together a Board handbook.

Mr. Dwyer stated that during the orientation session with Dr. Title certain expectations, protocols, assumptions and administrative issues were mentioned. Mr. Dwyer thought it would be helpful if there was a handbook of the mutual understandings. He suggested the Board take the next month to gather ideas on what to put in such a handbook, discuss it at the last Board meeting in January and try to get an approved document by the end of February. Mr. Convertito will be working on this with Mr. Dwyer.

Board comments and questions followed. It was the sense of the Board to move forward with this.

9. Mr. Liu moved, seconded by Mrs. Brand that the three By-Law items tabled from the December 1, 2011 Special Board of Education Meeting be put back on the table.

Motion carried: 5:2:2. Mrs. Kennelly, Mr. Convertito, Mr. Liu, Mr. Dwyer and Mrs. Brand voted in favor. Mrs. Gerber and Ms. Iacono voted in opposition. Mr. Fattibene and Mr. Kery abstained.

Mr. Liu moved seconded by Mr. Kery to postpone this item to the next meeting, January 10, 2012.

Motion carried: 9:0:0.

10. Public Comments and Petitions – None

11. Open Board Comment – None

12. Mr. Convertito moved, seconded by Mr. Kery that this meeting of the Board of Education adjourn at 10:42 p.m.

Motion carried: 9:0:0.

Jessica Gerber
Secretary

JAN 10 2012

Safe School Climate Plan – Creating and Sustaining Supportive and Engaging Schools – Version 1.0

Fairfield Public Schools
January 10, 2012

Approved by Board of Education Date:
Submitted to Connecticut State Department of Education Date:
Posted on District and School Websites Date:

Table of Contents

Mission and Beliefs of the Fairfield Public Schools

District School Climate Plan

Appendices

1. National School Climate Standards
2. Assessing School Climate using Multiple Measures
3. School Climate Improvement Process
4. Fairfield Public Schools – Incident Report
5. Fairfield Public Schools – Bullying Determination Form
6. Fairfield Public Schools - School Safety and Intervention Plan – Victim
7. Fairfield Public Schools - School Safety and Intervention Plan – Perpetrator
8. Frequently Asked Questions
9. Resources
 - Staff
 - Parents
 - Students

Fairfield Public Schools

Mission:

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

Beliefs:

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

District School Climate Plan

On November 22, 2011 the Fairfield Board of Education adopted Policy #5330 which prohibits bullying in any form. The policy states, "The Board of Education promotes a secure and happy school climate, conducive to learning that is free from threat, harassment and any type of bullying behavior. Therefore, it shall be the policy of the Board that bullying of a student by another student is prohibited. The Board further states that, "the Board seeks an environment in which students and adults feel socially, emotionally intellectually and physically safe; an environment free of harassment, intimidation and bullying." The plan outlined below is meant to support the creation and sustainability of such an environment, and will serve as the Administrative Regulations to BOE Policy # 5330.

District School Climate Coordinator

Beginning in the 2011-2012 School Year the Superintendent of Schools will designate, from existing staff, a District School Climate Coordinator.

The District School Climate Coordinator shall:

- Facilitate the District School Climate Team;
- Ensure the implementation of the District School Climate Plan;
- Provide leadership to the School Climate Specialists;
- Plan and implement, along with administrators and School Climate Specialists, annual training for School Climate Team members;
- Create, along with School Climate Team members, annual training modules for school employees;
- Insure that all school employees receive annual training;
- Provide timely and accurate data to the Superintendent, district, and CSDE as requested and as required by state statute;
- Facilitate annual revisions to the District School Climate Plan based on feedback from School Climate Teams ;
- Review all reports of suspected bullying and investigation reports.

District School Climate Team

Beginning in January of 2012 the District School Climate Coordinator shall establish a District School Climate Team. Membership shall include:

- All School Climate Specialists (In the case of Co-School Climate Specialists, one representative from each school shall serve on the district team)
- Community members
- Parents
- Students

This Team shall:

- Meet quarterly (at minimum);

- Review and amend, as necessary, the District School Climate Plan;
- Review all school climate improvement plans;
- Review all district data and measurements of school climate;
- Make recommendations to the Superintendent regarding necessary changes to Board of Education Policy;
- Perform any other duties as determined by the School Climate Coordinator that are related to improving school climate (including, but not limited to the prevention, intervention, and response to school bullying for the district);
- Gather and disseminate to school climate committees best practice information on the prevention, intervention, and response to bullying and youth suicide.

School Climate Specialist

Beginning in the 2011-2012 school year each school principal will serve as, or designate, from existing staff, a School Climate Specialist (Co-School Climate Specialists are allowable).

The School Climate Specialist, in collaboration with the school principal shall:

- Provide leadership to the school community in the prevention, intervention, and response to reports of bullying, discrimination, and otherwise mean-spirited behavior*** in the school;
- Ensure implementation of District School Climate Plan;
- Coordinate the provision of annual training to all staff on the prevention, intervention, and response to bullying, discrimination, and otherwise mean-spirited behavior in schools and on the prevention, intervention and response to youth suicide in collaboration with the School Climate Committee;
- Ensure that all students, parents, and school employees are notified annually of process by which they can make reports of bullying;
- Chair the School Climate Committee;
- Coordinate the school's efforts in gathering multiple measures of school climate data;
- Use the above mentioned data to lead the development of the School Climate Improvement Plan in alignment with the district plan;
- Serve as their schools' representative on the District School Climate Committee;
- Investigate or supervise the investigation of reported acts of bullying in accordance with the District School Climate Plan and Board of Education Policy;
- Ensure the implementation of intervention/response plans for all verified acts of bullying
- Collect and maintain records of reports and investigations of bullying in the school

*** There are two kinds of mean-spirited behavior

1. Unintentional mean-spirited behavior – where the perpetrator does not intend to hurt the victim. This presents a “teachable moment” where informing the perpetrator that their behavior has caused hurt feelings and the perpetrator responds to change behavior.

2. Intentional mean-spirited behavior – where the perpetrator intentionally behaves in a way that is meant to humiliate, isolate, or diminish the victim. If repeated this type of mean-spirited behavior may meet the statutory definition of bullying. Early and consistent intervention at this point on the part of all school community members (bystanders to allies) will significantly reduce incidents of bullying and improve school climate

School Climate Committee

For each school year commencing July 1, 2012 each school principal shall establish a committee or designate at least one existing committee in the school to be responsible for developing and fostering a safe school climate. Team membership shall be designated by the school principal and shall include at least one parent or guardian of a child enrolled in the school. It is strongly encouraged that the school leadership considers a diverse membership of staff, students, parents, and community members.

The School Climate Committee shall:

- Receive copies of completed reports following investigations of bullying (parents, students, or community members will not receive copies of reports as sharing these reports would violate student confidentiality rights under federal law - FERPA);
- Identify and address patterns of bullying among students in the school;
- Review and amend school policies/practices relating to bullying;
- Review and make recommendations to the District Safe School Climate Coordinator regarding the District Safe School Climate Plan based on issues and experiences specific to the school;
- Educate students, school employees and parents and guardians of students on issues relating to school climate and bullying;
- Collaborate with the School Climate Specialist in the collection of data regarding school climate and bullying in accordance with the District Safe School Climate Plan and state statute;
- Perform any other duties as determined by the school principal that are related to improving school climate and to the prevention, intervention, and response to school bullying, discrimination, or otherwise mean-spirited behavior for the school.

Note:

Any parent or guardian, student, or community member serving as a member of any such committee shall NOT participate in the activities described above that may compromise any students' and families' rights to privacy under the Federal Education Right to Privacy Act (FERPA).

Training and Professional Development

All School Employees

The Fairfield Public Schools shall require that all school employees receive annual training that will include information addressing the prevention of, identification of and response to bullying, discrimination and otherwise mean-spirited behavior in schools and the prevention of and response to youth suicide. This training will be determined by the District School Climate Team and made available to all School Climate Teams. As a part of the school climate improvement process and based data from assessment, additional training and professional development may be necessary at a school level or at a specific level (elementary, middle, or high school). These professional development plans will be articulated annually as part of each school's school climate improvement plan.

*** *CT General Statute 10-222d* defines "School employee" as:

- (A) a teacher, substitute teacher, school administrator, school superintendent, guidance counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by a local or regional board of education or working in a public elementary, middle or high school; or
- (B) Any other individual who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students

All School Climate Specialists

All School Climate Specialists shall receive annual professional development that will assist in the continuous improvement of school climate. Training may include, but is not limited to:

- Conducting bullying investigations
- Intervention and Response to bullying for both victim and perpetrator
- Restorative disciplinary procedures
- School-wide best practices in improving school climate
- School Improvement Committee facilitation

All School Climate Committee members

All School Climate Committee members will receive annual training to assist with the school climate improvement planning process. This training may include, but is not limited to:

- School Climate Improvement Planning
- Intervention and Response to bullying
- School-wide best practice initiatives

Assessment

Beginning in 2012-13 School Year and subject to available funding, the Fairfield Public Schools will conduct an annual survey of students (minimally in grades 3-12), parents (PreK-12), and school employees (as defined above). This survey will cover the 5 dimensions of school climate:

- Norms,
- Relationships (student to student, adult to student, adult to adult)
- Teaching and Learning,

- Student, family, and staff voice and engagement,
- Physical environment

Any assessment survey instrument should meet the following criteria:

- Be reliable and valid,
- Recognize student, parent/guardian, and school personnel “voice”,
- Be aligned between students, parents, and school employees
- Assess the major aspects of school climate
- Result in a detailed report that provides a summary of findings, in-depth profiles that describe how people responded overall and in key subgroups
- Provide data to School Climate Improvement Team and school community within 2-3 weeks of completion,
- Provide practical and concrete information to assist each school climate committee as to how it might use the data as a springboard for action planning

School Climate Improvement and Bullying Prevention

As part of the school climate improvement process, each school’s School Climate Team shall annually review current practices meant to address creating and sustaining a positive school climate that is free from harassment, bullying, discrimination, and otherwise mean-spirited behavior. Beginning November 1, 2012 each school will submit as part of its School Improvement Plan, a School Climate Improvement Plan. This Plan shall include annual prevention activities that are aligned with school data and goals for climate improvement. This plan shall be submitted to the District School Climate Team for review in order to allow for alignment and best practice sharing between and among schools. This plan shall be published on the district website and on each school website by December 1, 2012 and annually thereafter. Activities may include, but are not limited to:

- implementing an evidence-based program utilizing positive behavioral supports,
- implementing evidence-based practices that not only intervene with the perpetrator and the victim, but also with bystanders,
- review, revise, and/or create and implement grade appropriate bullying prevention curricula
- ensure annually that all students know how to report any incident of mean-spirited behavior that might be bullying – including anonymous reports
- ensure that all new staff members receive annual training in their responsibility to report incidents and intervene with students

Bullying Reports

Students may file:

- Oral Reports to school employees
- Written reports - Fairfield Public Schools – Incident Report Form (See Appendix #1)
- Anonymous reports

- Each school shall inform students of the process for anonymous reporting annually
- District will investigate electronic means for anonymous reporting

NOTE: There are two kinds of anonymous reports – those when the student wishes to remain anonymous and those that are truly anonymous.

***CT General Statute 10-222d - The safe school climate specialist must review anonymous reports, but no disciplinary action may be taken solely on the basis of any anonymous report.

Parents may file:

- Written reports (parental reports must be signed)

School employees who witness acts of bullying, harassment, or mean-spirited behavior or receive reports of bullying **MUST** report it to the school administration or school climate specialist.

School employees must:

- Orally notify the school climate specialist or school administrator (if the school climate specialist is unavailable) as soon as possible, but not later than one (1) school day after such school employee witnesses or receives a report of bullying (school climate specialist shall maintain a list of oral and written reports), and;
- File a written report as soon as possible, but not later than two (2) school days after making such an oral report.

Bullying Investigations

ALL reports of suspected bullying or discrimination must be investigated. The school climate specialist must investigate or supervise the investigation of all reports of bullying including anonymous reports (no disciplinary action may be taken solely on the basis of an anonymous report) and ensure that such investigations are completed thoroughly and promptly after receipt of any written report. Upon completion of the investigation the school climate specialist or the investigator shall complete the Bullying Determination Form (see Appendix #2).

Verified Acts of Bullying

When an investigation concludes that there has been a verified act of bullying parents of both the victim and the perpetrator will be notified not later than 48 hours after the conclusion of the investigation. The notice must:

- Describe the school's response and any consequences that may result from further acts of bullying;
- Invite the parents or guardians of both the victim and the perpetrator to communicate to such parent or guardian the measures being taken by the school to ensure the safety of the student against whom such act was directed (See appendix #3 – School Safety and Intervention Plan - Victim) and to prevent acts

of retaliation (against the individual who reports, any individual who assists in the investigation and the victim) or further acts of bullying (see Appendix #4 –School Safety and Intervention Plan - Perpetrator).

Note: Each meeting is to be separate. At no time are the parents of the victim and perpetrator to meet together to discuss consequences.

***Parents of the victim often demand to know the disciplinary actions taken against the perpetrator. It would be a violation of the student's rights to confidentiality under the Federal Education Rights to Privacy Act (FERPA) for staff to discuss such actions. The focus of the meeting should remain on both the actions taken by the school to protect the student from further bullying AND an intervention plan designed to teach the skills and dispositions that will decrease the likelihood of further victimization.

Notification of Law Enforcement

The Principal or his/her designee MUST notify the appropriate law enforcement agency when such principal or his/her designee believes that any act(s) of bullying may constitute criminal activity. When a principal or his/her designee makes such a report the principal or his/her designee shall inform the District School Climate Coordinator within one (1) school day of making such a report.

School Safety and Intervention Plans

For each verified act of bullying a written plan must be developed for both the victim and the perpetrator.

For the victim this plan must:

- Include a school safety plan that describes what school staff will do to ensure safety in the school environment.
- Include an intervention strategy to teach the skills and dispositions necessary to decrease the likelihood of further victimization
- Identify a case manager
- Be provided to the parent and shared with the student
- Be monitored by the School Climate Specialist or his/her designee (to be identified in the plan) to ensure implementation fidelity and adjusted as necessary to provide a safe environment

Note: At no time should the plan for the victim further isolate the victim. If changes to schedule, programs, and activities need to be made to provide safety, they should not negatively impact the victim in any way.

For the perpetrator this plan must:

- Include any disciplinary action to be taken,
- Next steps should bullying occur again (repeated acts of bullying may lead to suspension and/or expulsion in accordance with Board of Education Policy #5119)

- Clearly state that retaliation against the victim, the reporter, or any individual participating in the investigation is prohibited;
- Identify a case manager
- Be provided to the parent and shared with the student
- Include an intervention strategy designed to teach the skills and dispositions necessary for participation in a safe school climate
- Include actions to be taken to restore the student into the community (Restorative Discipline)

Publication of School Climate Plan

No later than thirty (30) calendar days after approval by the Board of Education the Safe School Climate Plan shall be made available on:

- The district website
- Each individual school website

At the beginning of the 2012-2013 school year this plan will be published in:

- All district publications of rules, procedures and standards of conduct for schools
- The Family Guide to the Fairfield Public Schools

At the beginning of each school year this plan will be provided to all school employees in either written or electronic form.

Appendices

1. National School Climate Standards
2. Assessing School Climate using Multiple Measures
3. School Climate Improvement Process
4. Fairfield Public Schools – Incident Report
5. Fairfield Public Schools – Bullying Determination Form
6. Fairfield Public Schools - School Safety and Intervention Plan – Victim
7. Fairfield Public Schools - School Safety and Intervention Plan – Perpetrator
8. Frequently Asked Questions
9. Suggested Timeline for Implementation
10. Resources
 - Staff
 - Parents
 - Students

JAN 10 2012

Board of Education By-Law Items for Discussion

1. Agenda & Enclosures

The Board shall have the agenda with its materials, enclosures, etc., five business days prior to the meeting.

2. Board of Education Meeting Minutes

A suggestion was made to limit the Minutes to capturing the final action and some points in summary form as to what caused the vote to go the way it did.

3. Reports

A suggestion was made to have someone reporting to the Board on a regular basis about what is going on in the Legislature and if there are going to be any votes from the State Board of Ed since it has a huge impact on us.

2011 – 2012

JAN 10 2012

Quarterly Financial Report as of December 31, 2011

Summary

As of December 31, 2011, midway through the fiscal year, total projected expenses for Fairfield Public Schools are within budget. There are areas of the budget which will exceed their respective line item appropriation but anticipated savings in other areas are sufficient to cover those overages. Unanticipated maintenance projects and transportation modifications have created shortfalls in those areas. Significant savings in electricity are the result of a favorable bid process conducted by the town last spring. The savings in electricity and staff turnover will offset overruns in maintenance and transportation. We will continue to encumber funds throughout the year and make purchases as needed, hence there will be no impact on other areas of the budget. A description of each major expense category and its dynamics is provided below along with key factors which impact account balances.

Personnel Services:

Contracted salaries, hourly wages, extra-curricular stipends and substitute pay are the single largest budget classification at 66.8 % of the budget appropriation. The largest balance in this category is for part-time employment including substitutes, staff replacement, degree changes and overtime which are paid over time as needed. Custodial/maintenance overtime costs are expected to exceed their budget appropriation. All other salaries have been encumbered except for spring coaches. The final F.T.E. staffing level is over the number of positions budgeted by 2.0 FTEs. 1.0 FTE classroom teacher, .05 PE teacher and .6 Para were added in October for an additional kindergarten class at Holland Hill. There was also a .6 Para added at North Stratfield for a total of 2.25 FTEs. As of the last report we were within budget by .25 FTEs.

Fixed Charges:

An additional 13.8 % of the budget is allocated to employee benefits which have been categorized as fixed charges. The additional \$450,000 contribution has been made to the medical retention fund. These funds were budgeted under capital. Social security and life insurance are paid as incurred throughout the year.

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. The initial excess cost reimbursement which is received in February is based on anticipated costs filed by the Pupil Services in December. Excess cost reimbursement is expected to be less than budgeted but

that is because expenses are lower. Although special education costs are currently within budget they are projected at the budgeted level because of their volatility.

School Expenses:

These expenditures support instruction and activities at the building level and include supplies, materials, textbooks, copying, sports and other activities. There is an unencumbered balance in this category of about 50% which is on target for this time of 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 and postage indirectly support school operations and are expended on a contractual or as needed basis.

Maintenance/Operation/Transportation:

Maintenance, operations and transportation is 11 % of the total budget. Student transportation and utilities alone are nearly 8%. Student transportation costs are projected to exceed budget by approximately \$190,000 between regular and special education transportation. Additional runs and adjustments to the configuration of bus tiers resulted in higher costs than anticipated during the budget process. All utility expenses other than electricity are projected to be expended in full. Since we are in the middle of heating season there is no way to project those expenses.

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 budget process. Virtually all capital funding has been expended as expected.

Submitted: January 10, 2012

Doreen T. Munsell

Statement of Account - Summary by Major Classification

12/29/2011 4:34:51 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	\$0.00	\$97,294,537.00	\$37,228,372.78	\$57,591,173.60	\$0.00	\$2,474,990.62	97.46%
Fixed Charges	\$20,158,406.00	\$450,000.00	\$20,608,406.00	\$18,409,953.74	\$0.00	\$0.00	\$2,198,452.26	89.33%
Pupil Personnel Expense	\$5,197,171.00	\$0.00	\$5,197,171.00	\$3,631,302.80	\$3,099,571.35	\$27,011.92	(\$1,560,715.07)	130.03%
School Expenses	\$2,804,341.00	\$0.00	\$2,804,341.00	\$759,042.29	\$600,637.23	\$24,644.72	\$1,420,016.76	49.36%
Support Expenses	\$3,143,796.00	\$0.00	\$3,143,796.00	\$1,096,175.69	\$618,434.11	\$33,818.20	\$1,395,368.00	55.62%
Maint/Oper/Trans	\$15,798,130.00	\$0.00	\$15,798,130.00	\$5,552,450.46	\$5,880,755.00	\$268,612.48	\$4,096,312.06	74.07%
Capital	\$1,283,969.00	(\$450,000.00)	\$833,969.00	\$628,968.14	\$48,866.29	\$14,298.64	\$141,835.93	82.99%
Grand Total	\$145,680,350.00	\$0.00	145,680,350.00	\$67,306,265.90	\$67,839,437.58	\$368,385.96	\$10,166,260.56	93.02%

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

12/29/2011 4:36:04 PM

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	(\$755,317.90)	\$65,537,446.10	\$23,550,883.72	\$41,986,523.25	\$0.00	\$39.13	100.00%
103 CERTIFIED SUPPORT STAFF	\$6,246,533.00	(\$35,443.00)	\$6,211,090.00	\$2,220,910.50	\$3,990,172.73	\$0.00	\$6.77	100.00%
105 SCHOOL ADMINISTRATION STAFF	\$5,338,557.00	(\$15,607.00)	\$5,322,950.00	\$2,705,256.83	\$2,617,694.30	\$0.00	(\$1.13)	100.00%
107 CENTRAL ADMINISTRATION STAFF	\$1,018,516.00	\$14,737.00	\$1,033,253.00	\$528,839.31	\$504,413.78	\$0.00	(\$0.09)	100.00%
109 DIRECTOR/SUPERVISOR/MANAGER	\$677,895.00	\$29,286.00	\$707,181.00	\$373,296.45	\$333,885.08	\$0.00	(\$0.53)	100.00%
111 SECRETARIAL/CLERICAL STAFF	\$3,157,828.00	\$83,403.00	\$3,241,231.00	\$1,431,878.36	\$1,809,352.64	\$0.00	\$0.00	100.00%
113 PARAPROFESSIONAL STAFF	\$3,390,627.00	(\$24,173.00)	\$3,366,454.00	\$1,299,103.99	\$2,067,348.95	\$0.00	\$1.06	100.00%
115 CUSTODIAN STAFF	\$3,548,218.00	(\$127,792.00)	\$3,420,426.00	\$1,723,120.04	\$1,697,305.22	\$0.00	\$0.74	100.00%
117 MAINTENANCE STAFF	\$1,013,027.00	(\$40,307.00)	\$972,720.00	\$497,602.63	\$475,123.48	\$0.00	(\$6.11)	100.00%
121 SUPPORT STAFF	\$1,128,815.00	\$13,369.00	\$1,142,184.00	\$545,953.65	\$596,231.13	\$0.00	(\$0.78)	100.00%
123 INFO TECH SUPPORT STAFF	\$738,757.00	(\$41,523.00)	\$697,234.00	\$314,423.19	\$382,811.72	\$0.00	(\$0.91)	100.00%
125 SE TRAINER STAFF	\$644,262.00	(\$55,417.00)	\$588,845.00	\$303,452.50	\$285,395.76	\$0.00	(\$3.26)	100.00%
129 PART-TIME EMPLOYMENT	\$2,615,735.00	\$71,963.00	\$2,687,698.00	\$1,436,799.53	\$509,621.47	\$0.00	\$741,277.00	72.42%
131 WAGE/BENEFIT RESERVE	\$347,183.00	(\$177,199.00)	\$169,984.00	\$7,950.00	\$0.00	\$0.00	\$162,034.00	4.68%
133 STAFF REPLACEMENT	(\$460,000.00)	\$1,275,068.90	\$815,068.90	(\$110,000.00)	\$0.00	\$0.00	\$925,068.90	-13.50%
135 DEGREE CHANGES	\$275,637.00	(\$215,048.00)	\$60,589.00	\$0.00	\$0.00	\$0.00	\$60,589.00	0.00%
307 OTHER SERVICES	\$1,320,183.00	\$0.00	\$1,320,183.00	\$398,902.08	\$335,294.09	\$0.00	\$585,986.83	55.61%
Total for Personnel Services	\$97,294,537.00	\$0.00	\$97,294,537.00	\$37,228,372.78	\$57,591,173.60	\$0.00	\$2,474,990.62	97.46%
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	\$117,607.28	\$0.00	\$0.00	\$144,892.72	44.80%
205 SOCIAL SECURITY	\$2,133,602.00	\$0.00	\$2,133,602.00	\$910,518.46	\$0.00	\$0.00	\$1,223,083.54	42.68%
207 PENSION/RETIREMENT	\$1,749,854.00	\$0.00	\$1,749,854.00	\$922,128.00	\$0.00	\$0.00	\$827,726.00	52.70%
Total for Fixed Charges	\$20,158,406.00	\$450,000.00	\$20,608,406.00	\$18,409,953.74	\$0.00	\$0.00	\$2,198,452.26	89.33%
Pupil Personnel Expense								
301 INSTRUCTIONAL SERVICES	\$110,000.00	\$0.00	\$110,000.00	\$51,043.00	\$2,300.00	\$0.00	\$56,657.00	48.49%
303 PUPIL PERSONNEL SERVICES	\$1,305,939.00	\$0.00	\$1,305,939.00	\$553,017.69	\$1,038,393.97	\$975.00	(\$286,447.66)	121.93%
307 OTHER SERVICES	\$215,000.00	\$0.00	\$215,000.00	\$296,057.90	\$314,989.82	\$24,064.44	(\$420,112.16)	295.40%
315 RENTALS	\$10,200.00	\$0.00	\$10,200.00	\$11,725.00	\$0.00	\$0.00	(\$1,525.00)	114.95%
317 STUDENT TRANSPORTATION	\$117,129.00	\$0.00	\$117,129.00	\$180,670.08	\$0.00	\$0.00	(\$63,541.08)	154.25%
319 CONFERENCE & TRAVEL	\$14,931.00	\$0.00	\$14,931.00	\$4,047.81	\$221.38	\$125.00	\$10,536.81	29.43%
327 PRINTING/COPYING	\$6,800.00	\$0.00	\$6,800.00	\$1,959.63	\$2,410.01	\$0.00	\$2,430.36	64.26%
329 TUITION	\$3,363,237.00	\$0.00	\$3,363,237.00	\$2,496,289.86	\$1,735,271.80	\$0.00	(\$868,324.66)	125.82%
401 INSTRUCTIONAL SUPLS/MATLS	\$30,000.00	\$0.00	\$30,000.00	\$26,203.91	\$612.70	\$1,587.88	\$1,595.51	94.68%
404 SUPLS, BKS & MATLS-DIST SPRT	\$19,500.00	\$0.00	\$19,500.00	\$9,043.04	\$1,232.77	\$259.60	\$8,964.59	54.03%
411 TEXTBOOKS	\$2,500.00	\$0.00	\$2,500.00	\$1,075.88	\$4,138.90	\$0.00	(\$2,714.78)	208.59%
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	\$3,631,302.80	\$3,099,571.35	\$27,011.92	(\$1,560,715.07)	130.03%

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

12/29/2011 4:36:05 PM

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	\$0.00	\$78,004.00	\$12,248.16	\$0.00	\$0.00	\$65,755.84	15.70%
301 INSTRUCTIONAL SERVICES	\$11,000.00	\$0.00	\$11,000.00	\$2,113.44	\$0.00	\$800.00	\$8,086.56	26.49%
307 OTHER SERVICES	\$61,100.00	\$0.00	\$61,100.00	\$3,792.84	\$393.76	\$0.00	\$56,913.40	6.85%
315 RENTALS	\$82,959.00	\$0.00	\$82,959.00	\$780.00	\$3,090.00	\$0.00	\$79,089.00	4.66%
317 STUDENT TRANSPORTATION	\$34,660.00	\$0.00	\$34,660.00	\$9,030.26	\$2,122.43	\$0.00	\$23,507.31	32.18%
319 CONFERENCE & TRAVEL	\$48,529.00	\$89.00	\$48,618.00	\$4,994.17	\$3,333.29	\$0.00	\$40,290.54	17.13%
321 PROFESSIONAL DEVELOPMENT	\$5,000.00	\$0.00	\$5,000.00	\$535.09	\$4,050.00	\$0.00	\$414.91	91.70%
327 PRINTING/COPYING	\$307,803.00	\$0.00	\$307,803.00	\$81,677.66	\$139,282.98	\$2,568.01	\$84,274.35	72.62%
400 SUPPLIES, BOOKS & MATERIALS	\$1,458,726.00	(\$89.00)	\$1,458,637.00	\$471,197.48	\$295,702.59	\$20,120.81	\$671,616.12	53.96%
402 INSTRUCTIONAL SPLS-DIST SUPPRT	\$35,000.00	\$0.00	\$35,000.00	\$5,202.59	\$4,231.01	\$0.00	\$25,566.40	26.95%
404 SUPLS, BKS & MATLS-DIST SPRT	\$154,041.00	\$0.00	\$154,041.00	\$26,329.49	\$117,662.21	\$0.00	\$10,049.30	93.48%
409 STUDENT ACTIVITY EXPENSES	\$495,329.00	\$0.00	\$495,329.00	\$124,771.70	\$29,765.71	\$997.90	\$339,793.69	31.40%
415 OTHER SUPPLIES/MATERIALS	\$4,600.00	\$0.00	\$4,600.00	\$1,355.22	\$678.25	\$158.00	\$2,408.53	47.64%
601 DUES AND FEES	\$27,590.00	\$0.00	\$27,590.00	\$15,014.19	\$325.00	\$0.00	\$12,250.81	55.60%
Total for School Expenses	\$2,804,341.00	\$0.00	\$2,804,341.00	\$759,042.29	\$600,637.23	\$24,644.72	\$1,420,016.76	49.36%
Support Expenses								
301 INSTRUCTIONAL SERVICES	\$65,500.00	\$0.00	\$65,500.00	\$20,339.83	\$498.26	\$0.00	\$44,661.91	31.81%
305 PROFESSIONAL/TECHNICAL SVCS	\$405,500.00	\$0.00	\$405,500.00	\$43,730.35	\$49,353.50	\$1,929.50	\$310,486.65	23.43%
307 OTHER SERVICES	\$2,100.00	\$0.00	\$2,100.00	\$621.00	\$306.00	\$0.00	\$1,173.00	44.14%
309 SECURITY SVCS/EXPENSES	\$160,000.00	\$0.00	\$160,000.00	\$54,428.53	\$32,546.18	\$25,000.00	\$48,025.29	69.98%
313 MAINTENANCE SERVICES	\$442,410.00	\$0.00	\$442,410.00	\$228,769.19	\$116,623.99	\$0.00	\$97,016.82	78.07%
319 CONFERENCE & TRAVEL	\$46,360.00	\$0.00	\$46,360.00	\$17,272.68	\$2,545.00	\$45.00	\$26,497.32	42.84%
321 PROFESSIONAL DEVELOPMENT	\$644,617.00	\$0.00	\$644,617.00	\$220,042.36	\$10,330.67	\$3,767.40	\$410,476.57	36.32%
323 POSTAGE	\$107,789.00	\$0.00	\$107,789.00	\$51,773.75	\$8,913.66	\$500.00	\$46,601.59	56.77%
325 PERSONNEL/RECRUITMENT EXP	\$25,000.00	\$0.00	\$25,000.00	\$1,184.75	\$0.00	\$1,750.00	\$22,065.25	11.74%
327 PRINTING/COPYING	\$70,950.00	\$0.00	\$70,950.00	\$27,719.86	\$27,849.17	\$0.00	\$15,380.97	78.32%
329 TUITION	\$348,811.00	\$0.00	\$348,811.00	\$0.00	\$295,773.00	\$0.00	\$53,038.00	84.79%
401 INSTRUCTIONAL SUPLS/MATLS	\$629,140.00	\$0.00	\$629,140.00	\$336,882.78	\$33,976.90	\$526.30	\$257,754.02	59.03%
402 INSTRUCTIONAL SPLS-DIST SUPPRT	\$27,000.00	(\$8,905.00)	\$18,095.00	\$8,686.65	\$4,812.40	\$0.00	\$4,595.95	74.60%
403 OFFICE/GENERAL SUPPLIES	\$16,000.00	\$0.00	\$16,000.00	\$5,483.03	\$4,821.59	\$0.00	\$5,695.38	64.40%
404 SUPLS, BKS & MATLS-DIST SPRT	\$0.00	\$8,905.00	\$8,905.00	\$7,312.99	\$1,592.73	\$0.00	(\$0.72)	100.01%
411 TEXTBOOKS	\$5,000.00	\$0.00	\$5,000.00	\$1,380.05	\$0.00	\$0.00	\$3,619.95	27.60%
415 OTHER SUPPLIES/MATERIALS	\$93,071.00	\$0.00	\$93,071.00	\$31,726.14	\$17,556.56	\$15.00	\$43,773.30	52.97%
424 OTHER SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$522.50	\$10,934.50	\$0.00	(\$1,457.00)	114.57%
601 DUES AND FEES	\$44,548.00	\$0.00	\$44,548.00	\$38,299.25	\$0.00	\$285.00	\$5,963.75	86.61%
Total for Support Expenses	\$3,143,796.00	\$0.00	\$3,143,796.00	\$1,096,175.69	\$618,434.11	\$33,818.20	\$1,395,368.00	55.62%
Maint/Oper/Trans								
305 PROFESSIONAL/TECHNICAL SVCS	\$75,000.00	\$0.00	\$75,000.00	\$22,506.99	\$17,829.00	\$0.00	\$34,664.01	53.78%
311 UTILITY SERVICES	\$4,730,642.00	\$0.00	\$4,730,642.00	\$1,856,887.57	\$90,618.64	\$0.00	\$2,783,135.79	41.17%
313 MAINTENANCE SERVICES	\$3,225,150.00	\$0.00	\$3,225,150.00	\$1,267,272.65	\$749,535.84	\$30,341.76	\$1,177,999.75	63.47%
317 STUDENT TRANSPORTATION	\$6,868,645.00	\$0.00	\$6,868,645.00	\$2,049,622.84	\$4,906,970.90	\$20,710.00	(\$108,658.74)	101.58%
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	\$11,511.94	\$0.00	\$2,400.00	\$28,268.06	32.98%
424 OTHER SUPPLIES	\$335,213.00	\$0.00	\$335,213.00	\$131,143.91	\$17,580.67	\$103,000.00	\$83,488.42	75.09%
429 MAINTENANCE/REPAIR SUPPLIES	\$491,500.00	\$0.00	\$491,500.00	\$199,147.49	\$98,219.95	\$112,160.72	\$81,971.84	83.32%
Total for Maint/Oper/Trans	\$15,798,130.00	\$0.00	\$15,798,130.00	\$5,552,450.46	\$5,880,755.00	\$268,612.48	\$4,096,312.06	74.07%

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

12/29/2011 4:36:05 PM

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 Requistions	Unencumbered Balance	% Used
Capital								
501 CAPITAL OUTLAY	\$232,425.00	\$0.00	\$232,425.00	\$77,668.76	\$17,370.59	\$8,503.04	\$128,882.61	44.55%
503 TECHNOLOGY	\$1,051,544.00	(\$450,000.00)	\$601,544.00	\$552,874.20	\$29,920.88	\$5,795.60	\$12,953.32	97.85%
Total for Capital	\$1,283,969.00	(\$450,000.00)	\$833,969.00	\$630,542.96	\$47,291.47	\$14,298.64	\$141,835.93	82.99%
Grand Total	145,680,350.00	\$0.00	145,680,350.00	\$67,307,840.72	\$67,837,862.76	\$368,385.96	\$10,166,260.56	93.02%