

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.

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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  
501 Kings Highway East, 2<sup>nd</sup> Floor Board Conference Room, Fairfield, CT

**Tuesday, August 27, 2013**

**REGULAR MEETING 7:30 P.M.**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Approval of Minutes
  - Recommended Motion: “that the Board of Education approve the Minutes of the Regular Meeting of June 25, 2013”  
*(Enclosure No. 1)*
  - Recommended Motion: “that the Board of Education approve the Minutes of the Special Meeting of July 16, 2013”  
*(Enclosure No. 2)*
  - Recommended Motion: “that the Board of Education approve the Minutes of the Special Meeting of July 24, 2013”  
*(Enclosure No. 3)*
4. Board Committee/Liaison Reports
5. Superintendent’s Report
  - A. Fairfield Public Schools District-Wide Improvement Initiatives  
*(Enclosure No. 4)*
  - B. Education Legislation Summary  
*(Enclosure No. 5)*
6. Old Business
  - A. Continued Discussion on Planning for the 2014-2015 Budget Review Process  
*(Enclosure No. 6)*
  - B. Second Reading of the Communications Committee Report  
Recommended Motion: “that the Board of Education accept the Communications Committee Report”

7. New Business

A. Salary and Benefit Adjustment for Food Service Workers

Recommended Motion: “that the Board of Education approve a salary and benefit adjustment for Food Service Workers for the 2013-2014 school year as listed in Enclosure No. 7”

*(Enclosure No. 7)*

B. Initial Discussion of 2013-2014 Board Goals

8. 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.

9. Open Board Comment

10. Adjournment

Recommended Motion: “that this Regular Meeting of the Board of Education adjourn”

CALENDAR OF EVENTS

September 10, 2013	Regular Board Meeting	7:30 p.m. 501 Kings Highway East 2 <sup>nd</sup> Floor Conference Room
September 24, 2013	Regular Board Meeting	7:30 p.m. 501 Kings Highway East 2 <sup>nd</sup> Floor Conference Room

RELOCATION POLICY NOTICE

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

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

AUG 27 2013

**Regular Meeting  
Fairfield Board of Education  
June 25, 2013**

**Minutes**

## Voting Summary:

### **Call to order of the Regular Meeting of the Board of Education and Roll Call**

Chairman Philip Dwyer called the Regular meeting to order at 7:41PM. Present were members Jennifer Kennelly, John Convertito, Perry Liu, Jessica Gerber, Philip Dwyer, Pamela Iacono, Paul Fattibene, Tim Kery, and Sue Brand. Others present were Dr. Title, members of the Central Office leadership team, the honored FPS students and their families and approximately 20 members of the public.

### **Approval of Minutes**

#### ***Approval of Minutes of the Regular Meeting of June 11, 2013.***

Ms. Iacono moved/Mr. Convertito seconded the recommended motion "that the Board of Education approve the Minutes of the Regular Meeting of June 11, 2013." Motion passed 9-0.

### **Old Business**

#### **Second Reading of Policy #5112-Students-Attendance, Excused Absences and Truancy**

Mr. Convertito moved/Mrs. Brand seconded the recommended motion "that the Board of Education approve Policy #5112 – Students-Attendance, Excused Absences and Truancy", and then recommended to change the motion to read "that the Board of Education approve Policy #5112 – Students-Attendance, Excused Absences and Truancy *and delete from the Policy Manual Policies 5115, 5117 and 5118.*" (new part in italics). Motion passed 9-0.

### **New Business**

#### **Approval of Participation in the Healthy Food Certification Program**

Mrs. Kennelly moved/Mrs. Brand seconded the recommended motion "that the Board of Education approve participation in the Healthy Food Certification Program for the school year 2013-2014 with the exclusion of the sale of food: (1) sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store". Motion passed 8-1 (Mrs. Kennelly, Mr. Convertito, Mr. Liu, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mr. Kery, Mrs. Brand in favor; Ms. Iacono opposed).

#### **Approval of the Sale of Beverages Not Listed in Section 10-221q of the Connecticut General Statutes**

Mrs. Brand moved/Mrs. Kennelly seconded the recommended motion "that the Board of Education allow the sale of beverages not listed in section 10-221q of the Connecticut General Statutes: (1) sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food/beverage is not sold from a vending machine or

school store". Motion passed 8-1 (Mrs. Kennelly, Mr. Convertito, Mr. Liu, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mr. Kery, Mrs. Brand in favor; Ms. Iacono opposed).

**Approval of Public School Lunch Prices**

Mrs. Brand moved/Mrs. Kennelly seconded the recommended motion "that the Board of Education approve the recommended school lunch prices for the 2013-2014 school year, as contained in Enclosure No. 5". Motion passed 8-1 (Mrs. Kennelly, Mr. Convertito, Mr. Liu, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mr. Kery, Mrs. Brand in favor; Ms. Iacono opposed).

**Financial Report and Approval of Budget Transfers for the 2012-2013 Fiscal Year**

Mrs. Brand moved/Mr. Kery seconded the recommended motion "that the Board of Education approve line item transfers for the 2012-2013 fiscal year as detailed in the Financial Statement Enclosure No. 6". Motion passed 8-1 (Mrs. Kennelly, Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Ms. Iacono, Mr. Fattibene, Mr. Kery, Mrs. Brand in favor; Mr. Liu opposed).

**Convene to Executive Session**

Mrs. Brand moved/Mrs. Iacono seconded the recommended motion "that the Board of Education convene to Executive Session to discuss Superintendent Evaluation." Motion passed 9-0 at 9:40PM.

At 10:43PM, the Board came out of Executive Session.

**Approval of Superintendent of Schools Contract**

Mr. Kery moved/Ms. Iacono seconded the recommended motion, "that the Fairfield Board of Education enter into a contract of employment with David G. Title as Superintendent of Schools for the period 7/1/13 through 6/30/16 on the same terms as set forth in the 2012-2015 contract, except the base salary for each year shall be as for the 2012-2013 year contract unless otherwise negotiated between the parties." Motion passed 7-0-2 (Mrs. Kennelly, Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Ms. Iacono, Mr. Fattibene, Mr. Kery in favor; Mr. Liu and Mrs. Brand abstained)

Mr. Convertito moved/Mrs. Kennelly seconded the recommended motion "that the Fairfield Board of Education set the Superintendent's base salary for 2013-2014 at a 1.75 percent increase over the 2012-2013 base salary". Motion passed 7-0-2 (Mrs. Kennelly, Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Ms. Iacono, Mr. Fattibene, Mr. Kery in favor; Mr. Liu and Mrs. Brand abstained)

**Adjournment**

Mr. Kery moved/Ms. Iacono seconded the recommended motion "that this regular Meeting of the Board of Education adjourn." Motion passed 9-0. Meeting adjourned 10:52PM.

**Detailed Minutes:**

**Call to order of the Regular Meeting of the Board of Education and Roll Call**

Chairman Philip Dwyer called the Regular meeting to order at 7:41PM. Present were members Jennifer Kennelly, John Convertito, Perry Liu, Jessica Gerber, Philip Dwyer, Pamela Iacono, Paul Fattibene, Tim Kery, and Sue Brand. Others present were Dr. Title, members of the Central Office Leadership Team, the honored FPS students and their families and approximately 20 members of the public.

### **Student Recognition**

Chairman Philip Dwyer led the Board and audience in the Pledge of Allegiance and then recognized several students for outstanding awards as follows:

- The “Dream Big” Competition is a statewide competition for students to creatively express their dreams after graduation. Recognized were Miranda Lien and Lauren Ji.
- The Energy Efficiency Award (eesmarts) is a contest for K-12 students to showcase energy efficiency smarts via poems, essays, graphs and artwork. Recognized were Anna Patterson, Conor Jones, Karina McMahon and Michael McMahon.
- The Secretary of State History/Citizenship Award is granted to winning student entries for showcasing Connecticut historical events and good citizenship. Recognized were Brendan McMahon, Owen Kenny, and Anastasia Mardovina.

### **Approval of Minutes**

Ms. Iacono moved/Mr. Convertito seconded the recommended motion “that the Board of Education approve the Minutes of the Regular Meeting of June 11, 2013.” Motion passed 9-0.

### **Board Committee/Liaison Reports**

Mrs. Brand stated that the Goals Advisory Review Committee completed a final report that has been posted to the website and she encouraged the Board to review the final report and the meeting minutes. Mr. Dwyer clarified that this will be presented to the Policy Committee.

### **Superintendent’s Report**

*Administrative Regulations for Policy#6200-Instruction, Curriculum, and Policy #6400-Instruction, Instructional Resources Equipment, Books, and Materials, Textbooks and Workbooks*

Dr. Title stated that he drafted detailed regulations for Policy #6200 in order to quickly provide guidance and clarity to staff; these regulations have been reviewed by the Policy Committee; he stated that he is looking for feedback and suggestions. Dr. Title stated that the regulations define a planned pilot program, the approval process prior to starting one, the chain of command, and the notification requirements. Dr. Title stated that the regulations also state that the Board will vote on pilots that involve more than 30% of the students in a grade level or a course, or pilots extending beyond a semester; if a new text is piloted the old text will still be made available; any changes to the regulations would go before the Policy Committee.

Mrs. Kenelly stated that she appreciated Dr. Title and the administration providing the regulations containing a stricter definition with checks and balances; that the regulations were drafted without waiting for the Policy Committee or the State and provide immediate guidance; that the Policy Committee was quite pleased with the content; and that she is pleased to see the regulations have incorporated changes from the Policy Committee dialogue. Mrs. Kennelly stated that this does not preclude the Policy Committee from making future changes, but she stated she was quite thrilled with these regulations.

Mrs. Brand asked for clarification on ‘instructional program’ and Dr. Title responded that an example might be a new elementary science program unit; for example there may be a unit of study such as a dinosaur unit, which may not necessarily be a textbook.

Mr. Liu asked for clarification on Board notification for pilot programs. Dr. Title clarified that the Board would be notified of pilot programs, and would vote on pilot programs that meet certain criteria: if it involves more than 30% of students in a grade level regardless of duration, or if it lasts longer than a semester, regardless of the number of students. Mrs. Kennelly stated that the Board will be informed of all pilots but only vote on those that meet criteria; that this is more far reaching than the state statute.

Mr. Converito requested the addition of another bullet point to include the cost of the pilot and the projected total cost of the program if approved.

Dr. Title reported that the RTM unanimously approved both the Riverfield and Fairfield Ludlowe High School Projects; that the district is excited and ready to support these projects. Mr. Dwyer thanked the Board and staff leadership for their support of these projects. In response to Mrs. Kennelly, Dr. Title stated that he will impress upon the Fairfield Ludlowe High School building committee that time is of the essence. Mr. Dwyer stated that the ed specs for FLHS are very specific and clear.

Mrs. Brand questioned if a directive can be given for the windows and roof to be done quicker. Dr. Title responded no, that these must still be included in the architectural plans prior to the bid process.

### **Old Business**

#### *Second Reading of Policy #5112-Students-Attendance, Excused Absences and Truancy*

Mr. Convertito moved/Mrs. Brand seconded the recommended motion “that the Board of Education approve Policy #5112 – Students-Attendance, Excused Absences and Truancy”, and then recommended to change the motion to read “that the Board of Education approve Policy #5112 – Students-Attendance, Excused Absences and Truancy *and delete from the Policy Manual Policies 5115, 5117 and 5118.*” (new part in italics). Motion passed 9-0.

Public comment on Policies: None

#### *Continued Discussion on Planning for the 2014-2015 Budget Review Process*

Mr. Dwyer noted that items 8, 9, and 10 were added to the Budget Goals List, and he requested suggestions and comments. Mr. Kery stated that his thoughts were captured in #2; he stated that the process is challenging for the Board and the Administration; there is a need to consider affordability; that there is a need to try to set a ceiling much like the capital planning process, which should be a Town-wide discussion; and that the team could plan better with a plan. Mr. Dwyer stated that items 1 and 2 would generate Town wide discussion. Mr. Convertito stated that he would like to see a waterfall-type report much like the capital planning waterfall, which could be included in the budget presentation. Mr. Dwyer clarified for Mr. Liu that this list is a Board list that will be given to the Superintendent for his consideration and comment. Mr. Liu would like to be included in the transfer balance portion of the budget process. Mrs. Brand would like a 5 year educational plan; she stated if the current strategic plan had cost estimates and years added, this would help with pacing; she requested consistent categories for budget transfers and the budget book. Mr. Dwyer stated that he will add the suggestions to the list and the Board should not expect all 12 items on the list to be completed within the next budget calendar year.

### **New Business**

#### *Food Service Program and Financial Summary*

Mrs. Munsell introduced Mr. John White, interim Food and Nutrition Services Manager, whose services were contracted during Ms. Fitzpatrick’s extended leave. Mrs. Munsell stated that she is proud of all eleven

elementary schools who received the Healthier US School Challenge Award, and she recognized all Food Service Employees who served shelter meals during the aftermath of Hurricane Sandy. Mrs. Munsell stated that the past year had many challenges including Hurricane Sandy and weather closings. Mrs. Munsell stated that the sudden loss of Ms. Joanne Merino, the Roger Ludlowe Middle School Cook Manager, was devastating for all.

Ms. Fitzpatrick spoke to the 12-13 Goals #1 and #2 and stated that the implementation of a new USDA meal pattern was put into place, and a 6 week cycle menu was created; the district receives a six cent reimbursement for each reimbursable meal served. Ms. Fitzpatrick stated that vendors were slow to introduce new products, but more choices should be available this coming year.

Mrs. Munsell stated that for Goal #3, food consultant Mr. John Turrene from Sustainable Foods, introduced new recipes and worked at most schools interacting with staff and students; his work was disrupted by the weather and school closings.

Mrs. Munsell stated that Mr. White addressed food ordering and menu development; he has initiated online purchasing, inventory control, menu variations and staffing recommendations.

Ms. Fitzpatrick stated that there were monthly sample days, and posters that provided fun facts about food samples.

Ms. Munsell stated the final goal was to improve distribution of program information which was done via newsletter, signage, and the website. Ms. Munsell spoke to the 13-14 Goals as outlined in Enclosure #3; that some regulations were relaxed in March 2013.

Mr. White thanked Ms. Munsell, Central Office and school staff; he stated that his vision to improve communication is to work with the principals to identify school student ambassadors and have a Food Services presence with sample plates at open house nights. Mr. White stated that his recommendation for next year is to continue with online ordering and to perform monthly inventories.

Ms. Munsell stated that 'meals served per day' have declined through May 2013; in 2010-2011, there was a \$70,000 loss, in \$2011-12, there was a \$265,000 loss, and in 2012-13 there was a \$380,000 loss.

Ms. Iacono asked if there is a tracking method for meals that don't sell. Ms. Munsell stated that this is tracked via dates offered, meal counts, and then sorted by popularity.

Mr. Liu asked for clarification for Food Services pensions and custodial fees. Dr. Title stated that Food Services has always paid its own pensions; the Board preferred the increased pension cost to be covered by increased lunch prices; the electricity and custodial services fees were based on the Prismatic audit.

Mrs. Brand expressed concern over the participation rates and asked whether other districts have the same trend. Mr. White stated other districts are seeing the same trend, the economy and the new food regulations placed limits on the program.

Mr. Fattibene asked about the amount of food waste. Mr. White stated that fruits are ordered weekly; that many students are forced to take a fruit and then just toss it.

Ms. Iacono applauded Food Services for all the effort, and stated the overwhelming reason for the rejection is that students are sick and tired of being told what they are supposed to eat; that it is easier to bring it



from home; the only way to make it profitable is to make it unaffordable; that she won't support any of this tonight as a protest vote against the federal and state government .

Mrs. Brand recommended a financial disclosure on a quarterly basis.

*Approval of Participation in the Healthy Food Certification Program*

Mrs. Kennelly moved/Mrs. Brand seconded the recommended motion "that the Board of Education approve participation in the Healthy Food Certification Program for the school year 2013-2014 with the exclusion of the sale of food: (1) sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store". Motion passed 8-1 (Mrs. Kennelly, Mr. Convertito, Mr. Liu, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mr. Kery, Mrs. Brand in favor; Ms. Iacono opposed).

*Approval of the Sale of Beverages Not Listed in Section 10-221q of the Connecticut General Statutes*

Mrs. Brand moved/Mrs. Kennelly seconded the recommended motion "that the Board of Education allow the sale of beverages not listed in section 10-221q of the Connecticut General Statutes: (1) sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food/beverage is not sold from a vending machine or school store". Motion passed 8-1 (Mrs. Kennelly, Mr. Convertito, Mr. Liu, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mr. Kery, Mrs. Brand in favor; Ms. Iacono opposed).

*Approval of Public School Lunch Prices*

Mrs. Brand moved/Mrs. Kennelly seconded the recommended motion "that the Board of Education approve the recommended school lunch prices for the 2013-2014 school year, as contained in Enclosure No. 5".

In response to Mr. Convertito, Dr. Title stated that the only way to get out of this financial hole is to increase participation.

Motion passed 8-1 (Mrs. Kennelly, Mr. Convertito, Mr. Liu, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mr. Kery, Mrs. Brand in favor; Ms. Iacono opposed).

*Financial Report and Approval of Budget Transfers for the 2012-2013 Fiscal Year*

Mrs. Munsell stated that the budget transfer request of \$1,399,000 is still an estimate as school is still in session, and spoke to the list of transfers as outlined in the enclosure.

Mrs. Brand stated that she noticed an ongoing trend for substitute costs and transportation, and perhaps more funds should be allocated to those areas going forward.

In response to Mrs. Kennelly, Mrs. Munsell stated that there was less overage in special education transportation. Dr. Title stated that transportation is a \$7 million dollar account with a number of variables.

Mr. Convertito requested confirmation that subs are paid less than teachers, so when a teacher goes on a leave of absence, a savings may appear on the certified salary line, but there will be a cost for the substitute teacher. Dr. Title confirmed this and stated this can be difficult to forecast; forecasts can sometimes be done based on trends and retirements.

Mrs. Brand moved/Mr. Kery seconded the recommended motion "that the Board of Education approve line item transfers for the 2012-2013 fiscal year as detailed in the Financial Statement Enclosure No. 6".



In response to Mrs. Brand, Dr. Title stated that 16 retirees were forecast, and there are 15.

Mr. Kery thanked the team and the Dr. Title for the detailed accuracy of the budget.

*Public Comment on this motion:*

Suzanne Miska, Ryegate Road, stated that a million dollars in substitutes is concerning.

Motion passed 8-1 (Mrs. Kennelly, Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Ms. Iacono, Mr. Fattibene, Mr. Kery, Mrs. Brand in favor; Mr. Liu opposed).

*First Reading of Communications Committee Report*

Mrs. Gerber stated that she wanted to provide all attachments for the report and walked the Board through Attachment H, the Committee report. Mr. Dwyer stated that the Board may vote to accept (not adopt) the report and that not all ideas in the report may come to fruition.

Mrs. Brand suggested the report be read thoroughly to ensure all is consistent with Board Policy.

Mr. Fattibene stated that recognizing students at every meeting might lose its importance and cut into Board meeting time. Mr. Dwyer stated the committee is cognizant of the purpose which is to celebrate students, and Mrs. Gerber stated that there may be some meetings where students are not recognized.

Mr. Dwyer stated that a by-law discussion may be needed for some of the report items.

**Public Comments and Petitions**

Kelly Crisp, Papermill Road, stated that she appreciates the new regulations but is concerned about the software exclusions; these could have significant expenses; and she stated she is also concerned about the make-up of the Curriculum Coordination Council.

Tricia Donovan, Taintor Drive, stated that in the new pilot regulations she would like to better understand the meaning of research-based recommendation, and would like to see more information on pilot monitoring, data collection stages and reporting.

Brian Haberly, Duck Farm Road, commented on a personnel matter.

Lauren O'Brien, Edison Avenue, stated that the new pilot regulations are too vague and more guidance is needed.

**Open Board Comment**

Dr. Title stated for the record that he has not worked for an outside organization and has not received payment from an outside organization since he began working here; if he had wanted to do so he would have brought it to the Board for approval.

Mr. Dwyer stated that Dr. Title has been in compliance with his contract since he began here.

**Convene to Executive Session**

Mrs. Brand moved/Mrs. Iacono seconded the recommended motion "that the Board of Education convene to Executive Session to discuss Superintendent Evaluation." Motion passed 9-0 at 9:40PM.

At 10:43PM, the Board came out of Executive Session.

**Approval of Superintendent of Schools Contract**

Mr. Kery moved/Ms. Iacono seconded the recommended motion, “that the Fairfield Board of Education enter into a contract of employment with David G. Title as Superintendent of Schools for the period 7/1/13 through 6/30/16 on the same terms as set forth in the 2012-2015 contract, except the base salary for each year shall be as for the 2012-2013 year contract unless otherwise negotiated between the parties.”

Mr. Fattibene stated that in prior Board structure, there was a 6 year term for Board members, and the charter now has a 4 year term, and he stated he does not like this change.

Mr. Liu stated that he is abstaining until he understands the outcome of the hearing.

Mrs. Brand stated she agrees with Mr. Liu and will be abstaining due to the pending litigation.

Mr. Dwyer stated that he supports this contract.

Motion passed 7-0-2 (Mrs. Kennelly, Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Ms. Iacono, Mr. Fattibene, Mr. Kery in favor; Mr. Liu and Mrs. Brand abstained)

Mr. Convertito moved/Mrs. Kennelly seconded the recommended motion “that the Fairfield Board of Education set the Superintendent’s base salary for 2013-2014 at a 1.75 percent increase over the 2012-2013 base salary.” Motion passed 7-0-2 (Mrs. Kennelly, Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Ms. Iacono, Mr. Fattibene, Mr. Kery in favor; Mr. Liu and Mrs. Brand abstained)

Dr. Title stated that he is grateful for the Board’s votes and support; it has been a challenging year; he appreciates the staff for all the positive things that happen from dawn to dusk; that this is a great district; and he stated that he looks forward to working together as a team to making it an ever greater district.

**Adjournment**

Mr. Kery moved/Ms. Iacono seconded the recommended motion “that this regular Meeting of the Board of Education adjourn.” Motion passed 9-0. Meeting adjourned 10:52PM.

*Jessica Gerber  
Secretary  
Fairfield Board of Education*

AUG 27 2013

FAIRFIELD BOARD OF EDUCATION  
SPECIAL MEETING  
July 16, 2013

**Call to Order and Roll Call**

Chairman Philip Dwyer called the meeting to order at 7:36PM. Present were members Jennifer Kennelly, John Convertito, Perry Liu, Jessica Gerber, Phillip Dwyer, Pamela Iacono (arrived 8:10PM), Paul Fattibene (arrived 7:40PM), and Sue Brand. Tim Kery was not present. Others present were Dr. David Title, Karen Parks and attorney Stephen Sedor, as well as 5 members of the public.

**Convene to Executive Session**

Mrs. Kennelly moved/Mr. Convertito seconded the recommended motion, "that the Board of Education convene to Executive Session to discuss pending claims and litigation and request the presence of attorney Steve Sedor and Karen Parks, Deputy Superintendent of Schools, as resource people for the discussion" Motion passed 6-0 (Ms. Iacono and Mr. Fattibene were not present for the vote).

The Board came out of Executive Session at 8:42PM.

Mr. Dwyer stated that a meeting to continue the discussion will be scheduled at a future date.

**Adjournment**

Mrs. Brand moved/Ms. Iacono seconded the recommended motion "that this Special Meeting of the Board of Education adjourn" Motion passed 8-0. Meeting adjourned 8:45PM.

Jessica Gerber  
Fairfield Board of Education  
Secretary

AUG 27 2013

**FAIRFIELD BOARD OF EDUCATION**  
**SPECIAL MEETING**  
**July 24, 2013**

**Call to Order and Roll Call**

Chairman Philip Dwyer called the meeting to order at 5:07PM. Present were members Jennifer Kennelly, Perry Liu, Jessica Gerber, Philip Dwyer, Pamela Iacono, Paul Fattibene, and Sue Brand. John Convertito and Tim Kery were not present. Others present were Ann Leffert and attorney Stephen Sedor, as well as 10 members of the public.

**Convene to Executive Session**

Mrs. Brand moved/Mrs. Kennelly seconded the recommended motion, "that the Board of Education enter Executive Session pursuant to Connecticut General Statutes Section 1-200(6)(B) in order to discuss the pending claim of Case # SBE 2013-001, which is pending before the State of Connecticut Board of Education. The Board further moves to invite into the Executive Session: (1) Attorney Stephen Sedor and (2) Ann Leffert" Motion passed 7-0.

The Board came out of Executive Session at 5:41PM.

Mrs. Kennelly moved/Mrs. Gerber seconded the recommended motion "that the Fairfield Board of Education hereby moves to approve the settlement agreement discussed in Executive Session in regards to case # SBE 2013-001, and further moves that the Board Chair shall execute the settlement agreement on behalf of the Board" Motion passed 7-0.

**Adjournment**

Mrs. Kennelly moved/Ms. Iacono seconded the recommended motion "that this Special Meeting of the Board of Education adjourn" Motion passed 7-0. Meeting adjourned 5:45PM.

*Jessica Gerber*  
*Fairfield Board of Education*  
*Secretary*



AUG 27 2013

**Fairfield Public Schools**  
**District-Wide Improvement Initiatives**  
**2013-2014**

This list of district-wide improvement initiatives will require considerable and sustained effort during the 2013-2014 year for which at least one member of the Central Office Leadership Team is responsible. In some cases these initiatives are driven by state or federal mandates; in others, they are part of a multi-year, district-wide improvement effort. It is not an exhaustive list and does not include day-to-day operations or improvement efforts specific to a particular school.

**IMPROVEMENT INITIATIVES**

<b>IMPROVEMENT INITIATIVES</b>	
	<b><i>Program Implementation</i></b>
1	Implement new Teacher and Administrator Evaluation Plans (phase-in of Teacher Evaluation, full implementation of Administrator Evaluation)
2	Implement newly adopted mathematics curriculum (PK-2 and 6-10)
3	Implement new English Language Learners program K-12
4	Implement Student Success Plans in grades 6 through 12 including Advisory at high schools
5	Implement full-day Kindergarten for all children
6	Implement new Pre-kindergarten program at Dwight School and align instructional practices in Pre-Kindergarten throughout the district
	<b><i>Continuous Improvement</i></b>
7	All schools revise and implement their two-year School Improvement Plans
8	Implement additional common performance assessments in grades 3 through 11.
9	Implement a district level data team
10	Continue to strengthen the effectiveness of data teams at the school, grade and department levels to enhance student learning
	<b><i>Curriculum and Program Development</i></b>
11	Develop and approve curriculum in Math (grades 11 & 12), Business (grades 9-12) and Language Arts (grades 6-12)*
12	Complete a program review and propose revisions to the Alternative High School
13	Research a revised high school student schedule with a target implementation date of September 2015
14	Research a revised middle school student schedule
15	Research the creation of a therapeutic day program to increase the number of special education students remaining in the district
	<b><i>Staffing</i></b>
16	Finalize five non-certified contracts*
17	Induct and support new administrators
18	Improve the quality and quantity of substitute staffing
	<b><i>Technology</i></b>
19	Develop the technology distribution model, PreK-12
20	Fully implement Infinite Campus modules introduced in 2012-13 and roll out 2 additional modules
21	Develop a district-wide approval process for software
22	Implement electronic applications to increase efficiency (HR functions, work order and reservations systems, document repository in Special Education)
23	Implement a self-assessment technology survey for all staff to target professional development needs

## IMPROVEMENT INITIATIVES

<b><i>Finance and Operations</i></b>	
24	Implement food service goals
25	Implement new transportation contract
26	Transition to new Uniform Chart of Accounts
27	Develop and clearly communicate a budget for 2014-2015 that fully funds state and federal mandates, district initiatives and existing programs*
28	Develop a school safety and security improvement plan in conjunction with the Fairfield Police Department
<b><i>Facilities</i></b>	
29	Revise the Long-Range Facilities Plan*
30	Revise 10-year enrollment projections using MGT of America
31	Board acceptance of Stratfield and Fairfield Woods Middle School projects*

*\* Indicates BOE Approval*



AUG 27 2013

## 2013 SESSION CONNECTICUT GENERAL ASSEMBLY

*In its 2013 session, the General Assembly made a number of statutory changes that affect Connecticut school districts. This summary is intended to give you a brief overview of some of the changes that were made in the area of education this year. Any of these Acts can be viewed in full on the Connecticut General Assembly website at <http://www.cga.ct.gov/>.*

### P.A. 13-245, An Act Concerning Revisions to the Education Reform Act of 2012

The General Assembly amended the centerpiece of its reform legislation last year in several respects. However, the essential elements of P.A. 12-116 carry forward.

#### **Changes to Teacher Evaluation Plans**

Effective July 1, 2013, the General Assembly amended the Teacher Evaluation statute, Conn. General Statutes, § 10-151b, and related statutes. Now, the teacher evaluation and support program required of all school districts must be developed through mutual agreement between the board of education and the professional development and evaluation committee (as renamed through this legislation) that local and regional boards of education must appoint pursuant to Conn. Gen. Stat. § 10-220a(b). These committees are now also charged with "participation in the development or adoption of a teacher evaluation and support program for the district pursuant to section 10-151b, as amended . . ." P.A. 13-245, Section 2.

If the board of education and the professional development committee cannot adopt such a plan by mutual agreement, the parties are to consider adopting the model teacher evaluation and support program adopted by the State Board of Education. If the parties are unable to adopt the model plan by mutual agreement, the local or regional board of education may then adopt a plan as it determines, provided that the

plan is consistent with the guidelines adopted by the State Board of Education.

The Act also allows districts to phase-in full implementation of any teacher evaluation and support programs that are adopted during the school years commencing July 1, 2013 and July 1, 2014 in accordance with the statute. The Commissioner is also now authorized to waive statutory requirements, including the implementation provisions, for districts that requested a waiver prior to July 1. In addition to reporting the status of teacher evaluations to the local or regional board of education, on or before June 30th each year, the superintendent now must also report to the Commission of Education on the status of the implementation of the teacher evaluation and support program, including the frequency of evaluations, aggregate evaluation ratings, the number of teachers who have not been evaluated and other requirements as determined by the State Department of Education. P.A. 13-245, Section 1.

#### **Evaluator Training and Orientation**

Effective July 1, 2014, each local and regional board of education is required to conduct the training programs and orientation described in 10-151h(a) at least biennially to all evaluators and teachers employed by the board. In addition, the General Assembly

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clarified that training for evaluators and orientation for teachers are to occur “upon” implementation of the teacher evaluation and support program (rather than “prior to”), and the State Department of Education has interpreted this requirement to mean that such training and orientation must occur before parties set goals for the year. P.A. 13-245, Section 8.

#### **Role of the Neag School of Education and Validation of the Guidelines**

P.A. 13-245 also deletes the requirement that the Neag School of Education validate the guidelines for a model teacher evaluation and support program. Rather, in the study of the pilot districts that it must complete prior to January 1, 2014, now it shall include “recommendations” concerning revisions to the guidelines. P.A. 13-245, Section 7. Similarly, the State Board of Education is no longer required to “validate” the guidelines, but rather may revise them as it deems appropriate after completing the pilot program and receiving recommendations following the Neag study. P.A. 13-245, Section 7.

#### **Collective bargaining**

Teacher evaluation plans have long been considered a permissive subject of negotiations. In P.A. 13-245, Section 20, the General Assembly codified this principle by amending the Teacher Negotiation Act expressly to exclude from the scope of collective bargaining “the development or adoption of teacher evaluation and support programs.”

#### **Reading assessments and eligibility for special education and remedial reading endorsements**

Under P.A. 12-116, the State Department of Education has been responsible for developing or approving reading assessments to identify students in kindergarten through grade three who are below proficiency standards in reading, and such assessments were scheduled to be implemented beginning the 2013-2014 school year. This timeline has been extended to January 1, 2014. The Commissioner’s timeline to develop an intensive reading instruction program has also been extended two years to July 1, 2014. P.A. 13-245, Section 12.

Similarly, P.A. 13-245 modifies the requirement that all certified educators teaching grades K-3 take the practice version of the reading instruction exam developed by the State Board of Education. Beginning July 1, 2014, and biennially thereafter, certified employees who hold an early childhood nursery through grade three or an elementary endorsement will be required to take a survey on reading instruction developed by the State Department of Education. The exam will be administered at no cost to the individual. The results of such survey may not be included as part of any summative rating for performance evaluations. The anonymity of the participant shall be protected, and the results of an individual’s survey will not be subject to the Freedom of Information Act. However, the results may be used for the purpose of improving reading instruction by developing student learning objectives and teacher practice goals that will be included in the professional development conducted pursuant to Section 10-148b for such certified individuals. P.A. 13-245, Section 13.

Effective July 1, 2013, the requirement that special education teachers pass the reading instruction examination, or any comparable reading instruction examination with minimum standards equivalent to the reading instruction exam approved by the State Board of Education on April 1, 2009, has been limited to certified employees applying for a comprehensive special education endorsement or any applicant for an initial, provisional or professional educator certificate and a comprehensive special education endorsement after September 1, 2013. Such applicant must achieve a satisfactory score. Previously, the law required that after July 1, 2013, any certified employee with a comprehensive special education endorsement must attain a satisfactory score on the reading instruction exam. Similarly, the Act also limits the requirement of passing the test to certified employees applying for remedial reading, remedial language arts, reading consultant endorsement or applicants for a remedial reading, remedial language arts, or reading consultant endorsement after September 1, 2013. P.A. 13-245 Sections 15 & 16.

### Commissioner's Network

Effective July 1, 2013, additions have been made to the list of preferences for selection in the commissioner's network of schools. The Commissioner is now allowed to give preference to schools that are located in school districts that (A) have experience in school turnaround reform, or (B) previously received a school improvement grant pursuant to Section 1003(g) of Title I of the Elementary and Secondary Education Act. P.A. 13-245, Section 17.

### P.A. 13-3, An Act Concerning Gun Violence Prevention and Children's Safety

One of the first bills passed this year is the comprehensive gun control legislation, and several provisions of this huge bill directly affect school districts.

#### School security plans

Starting July 1, 2014, each local and regional board of education must develop and implement a school security and safety plan for each of its schools. Such plans must be reviewed and updated every year, and boards of education must submit these plans to the Department of Emergency Services and Public Protection each year. Such plans must conform to the standards that the Department of Emergency Services and Public Protection must develop by January 1, 2014, which are prescribed in the legislation: An "all-hazards approach to emergencies at public schools," including involvement by municipal and school officials, a command center structure, school security and safety committees at each school, crisis management procedures, required feedback on fire drills and crisis drills and annual related reports, procedures for managing different types of emergencies, and required security and vulnerability assessments for each school every two years. P.A. 13-3, Sections 86, 87.

#### School security and safety committee and safe school climate committee

Boards of education are also now required by July 1, 2014 to establish a "school security and safety committee" at each school. The membership of such committees is prescribed to include "a local police

officer, a local first responder, a teacher and an administrator at the school, a mental health professional . . . , a parent or a guardian of a student enrolled in the school and any other person the board of education deems necessary." The committee is responsible for "assisting in the development of the school security and safety plan for the school and administering such plan."

The law also imposes new responsibilities on the safe school climate committee, which is required by the bullying statute, Conn. Gen. Stat. §§ 10-222d, 10-222k. Now, that committee must also implement the portion of the school security and safety plan that requires that the safe school climate committee collect and evaluate information relating to instances of disturbing or threatening behavior that may not meet the definition of bullying. This committee must also report such information to the district safe school climate coordinator as well as the school security and safety committee. P.A. 13-3, Sections 86, 87, 88. Given the overlapping responsibilities between these two committees and that the duties of the safe school climate committee may be performed by an existing committee rather than a stand-alone committee, boards of education may wish to combine these two committees in some way.

#### School Safety Infrastructure Council

This new legislation establishes a School Safety Infrastructure Council, the membership of which is prescribed by statute. The Council is charged with the responsibility for developing school safety infrastructure standards for school building projects subject to state building grants. Once these standards are established, applications for a state building grant must comply with the school safety infrastructure standards as established by the Council. P.A. 13-3, Sections 80, 81, 82.

#### Miscellaneous other provisions

- The State Board of Education must include mental health first aid and training as part of in-service professional development. The Commissioner of Education must now also consider whether

- to include mental health first aid training as a requirement of teacher preparation programs. Sections 64, 65.
- A task force will analyze and recommend solutions to a number of issues including providing individualized behavioral health intervention services in school for students exhibiting violent tendencies. The State Department of Education is to provide technical assistance to school districts concerning behavioral intervention specialists. The task force is to make a recommendation to the Governor by February 1, 2014. Section 66.
- The Departments of Emergency Services and Public Protection, Construction Services and Education must now administer a school security infrastructure competitive grant program. This program is intended to reimburse towns for certain expenses incurred during the development, improvement and maintenance of security infrastructure and the training of school personnel on security infrastructure. Section 84.
- Each district safe school climate coordinator must complete the mental health first aid training administered by the Commissioner of Mental Health and Addiction Services by July 1, 2014. Boards may require teachers, nurses, counselors and other employees to participate in this mental health first aid training. Section 90.
- The Department of Emergency Services and Public Protection must now maintain a registry of school security consultants. Section 91.
- Though not in P.A. 13-3, another statutory provision now permits school districts to apply for a school security infrastructure grant for certain expenses incurred on and after January 1, 2013. P.A. 13-122, Section 15.

## Other Legislation Affecting School District Operation

### Uniform School Calendar

Sections 321 through 324 of P.A. 13-247 establish a process to move local and regional boards of education toward a uniform school calendar by 2015-2016. A nineteen member Uniform Regional School Calendar Task Force has been established to develop guidelines

for RESCs to use in creating regional uniform school calendars. By April 1, 2014, each RESC must develop such a calendar consistent with these guidelines for the school districts in its service area. Adoption of this uniform calendar is optional for 2014-2015 and is required for 2015-2016.

### An Act Concerning School Safety

P.A. 13-188 provides that for the school year commencing July 1, 2013, no municipality or board of education may employ or enter into agreement with any person other than a sworn member of the local police department or a retired police officer to provide security services in a public school if such person will possess a firearm while performing his or her duties. Such retired police officers are required to receive annual training and shall successfully complete annual firearms training that meets or exceeds the standards of the Police Officer Standards and Training (POST) Council.

### School Accommodations and Larceny

"School accommodations" has been removed from the larceny statute, and now, when a parent enrolls a child in school without legal right, he or she will not be subject to criminal prosecution. However, parents remain liable for civil penalties for enrolling their children without legal right. P.A. 13-211.

### Unleashing Innovation in Connecticut Schools

Despite the rather grand title of P.A. 13-108, it simply sets forth a variety of different statutory changes effective July 1, 2013. Students will be able to earn credits for graduation based on a demonstration of mastery of competency and performance standards, in accordance with guidelines adopted by the State Board of Education. Section 1. Now, prior to April 15th of each school year, RESCs must report to the State Department of Education the number of spaces available in the Open Choice program for out-of-district students. Section 2. The Department of Education is required to conduct a study relating to local partnerships for advancement of the teaching profession, and it must submit the results of that study to the Education Committee of the General

Assembly by June 30, 2015. Section 3. Finally, P.A. 13-108 provides that a task force will be created for the study of educational mandates to determine which mandates may be waived for high-performing school districts. Section 4.

### **Awarding diplomas**

Legislation this year gave boards of education flexibility in granting diplomas in two different situations. First, P.A. 13-57 adds veterans of the Viet Nam era to the statute permitting boards of education to award diplomas to veterans of World War II and the Korean War who left school to serve in the armed forces before earning their diploma. Second, local or regional boards of education are now permitted to award a diploma to any person who (A) withdrew from high school prior to graduation to work in a job that assisted the war effort during World War II, (B) as a consequence of such work did not receive a diploma, and (C) has been a resident of the state for at least fifty consecutive years. P.A. 13-122, Section 17.

### **Adult Education**

P.A. 13-121 expands the scope of adult education services that local and regional boards of education may provide under Conn. Gen. Stat. § 10-69 to include college preparatory courses for adults who have a high school diploma, and school districts may charge for such courses.

### **Community Schools**

P.A. 13-64 authorizes local and regional boards of education to establish "community schools." The Act defines a "community school" as a public school that participates in a coordinated, community-based effort with community partners to provide comprehensive educational, developmental, family, health and wrap-around services to students, families and community members during hours in which school is not in session, and it sets forth rules concerning the establishment and maintenance of such schools.

### **Alliance District Partnerships**

Alliance districts may now mutually agree with a charter school (either state or local charter) located within its

district to use the academic achievement scores for the charter school's students as part of the district's overall scores. In calculating district performance index (DPI) for such districts, the State Department of Education will use these scores, no later than October 1, 2014. P.A.13-206.

## **Legislation Affecting Board of Education Financial Matters**

### **Internet Posting of School District Expenditure Information**

Starting with the current school year, each local and regional board of education must annually make available on its Internet website the aggregate spending on salaries, employee benefits, instructional supplies, educational media supplies, instructional equipment, regular education tuition, special education tuition, purchased services and all other expenditure items, excluding debt service, for each school under the jurisdiction of the local or regional board of education. P.A. 13-247, Section 192. Given the term "aggregate" and the fact that some of these expenses are not budgeted or tracked on a school-by-school basis, it is not clear exactly how school districts are to comply with this requirement.

### **Ban on Use of Public Funds for Electronic Notification of Referenda**

All persons are now banned from using or authorizing the use of municipal funds to send an unsolicited communication to a group of residents (e.g., parents of school children) via electronic mail, text, telephone or other electronic or automated means. However, school districts are still permitted to use regularly published newsletters or similar publications to remind and/or encourage residents to vote on a pending referendum. In addition, the chief elected official of the municipality may authorize such a communication through a system that is available to all residents of the town, provided that the communication is limited to the date, time and place of the referendum, the question to be voted on, and the authorized explanatory text, if any. P.A. 13-247, Section 386.

### **Recommendations on Consolidation of Non-Educational Services and Explanations of Certain Transfers**

Effective October 1, 2013, municipal boards of finance (or other authority that makes appropriations for the school district), in reviewing the itemized estimate submitted by boards of education at budget time, will be required to make spending recommendations and suggestions as to how the board of education may consolidate non-educational services and realize financial efficiencies. The board of education can either accept or reject these recommendations. However, if the local board of education rejects such recommendation, it is required to provide a written explanation of the reason for the rejection. The new legislation also mandates that boards of education provide written explanations of transfers to the legislative body of the municipality (or to the board of selectman when the legislative body is the town meeting) when a designated person makes limited transfers under emergency circumstances as already authorized under Conn. Gen. Stat. § 10-222(a). P.A. 13-60.

### **Magnet School Preschool Tuition**

Under P.A. 13-247, Sections 123-126, the State Department of Education will be responsible for preschool tuition costs for all RESC magnet schools for fiscal year 2014. Beginning fiscal year 2015, RESCs will be allowed to charge tuition to parents of preschool students attending magnet schools on a sliding scale, with the State Department of Education paying the difference. The State Department of Education is to submit a report to the Education Committee by February 1, 2014 on the levels of diversity and integration for each public school located in the Sheff region.

### **Education Cost Sharing**

The per-student foundation amount as identified in the Education Cost Sharing statute has been raised from \$9,687 to \$11,525. The number of students receiving free and reduced price lunch will be included for determining student need. The minimum aid ratio for alliance districts has been established at 10% with a 2% ratio for all other districts. P.A. 13-247, Sections 152-153.

### **Minimum Budget Requirement**

Effective July 1, 2013, the minimum budget requirements for educational allocations has been extended to fiscal years 2014 and 2015. P.A. 13-247, Section 154.

### **Additional Open Choice and Vo-Ag Grant Funding**

Effective July 1, 2013, districts with 4% or more of their student population from the Open Choice inter-district public school attendance program will receive \$8,000 per student. The per student grant for vocational-agricultural centers has been increased from \$1,750 to \$2,750. P.A. 13-247, Section 168 and 170.

### **Financial Audits of Interdistrict Magnet Schools**

Each interdistrict magnet school operator must now annually file a financial audit for each interdistrict magnet school operated by such operator as well as an aggregate financial audit for all interdistrict magnet schools operated by such operator. P.A. 13-122, Section 2.

## **Legislation Affecting Students**

### **Student Assessments**

All students enrolled in grades three to eight, and grades ten or eleven in any public school will now take the mastery examination in reading, writing and mathematics beginning July 1, 2013. Students in grades five, eight, ten or eleven in any public school will annually take a statewide mastery examination in science. Testing requirements for endowed or incorporated high schools are eliminated, but such schools are permitted to base promotion or graduation on a student achieving a satisfactory score. Mastery testing no longer must conform to the testing requirements of the federal No Child Left Behind Act, and the State Department of Education must now approve the provision and administration of all mastery exams. The Act also requires the Commissioner, by April 1, 2014, to develop and implement a state-wide kindergarten assessment tool that measures a child's level of preparedness for kindergarten. P.A. 13-207.

**Disproportionate or Inappropriate Identification of English Language Learners as Requiring Special Education**

Local or regional boards of education identified by the Department of Education as disproportionately or inappropriately identifying English language learners as requiring special education services because such students have a reading deficiency are now required to annually submit a report to the State Department of Education on the plan adopted by the board to reduce the misidentification of such students, in the same manner as is now required for districts that disproportionately so identify minority students. P.A. 13-193.

**Childhood Obesity**

Effective October 1, 2013, a task force on Childhood Obesity will be established to study the effects of obesity on children's health. The Act also requires schools to include a total of twenty minutes of physical exercise in each school day for all elementary school students, unless a PPT develops a different schedule for a child requiring special education and related services. The Act requires that boards of education adopt policies concerning employees and others, who during the regular school day prevent an elementary student from participating in the required physical exercise period as a form of discipline, or who require any student in any grade to engage in physical activity as a form of discipline during the regular school day. P.A. 13-173.

**Pool Safety at Public Schools**

For the school year starting July 1, 2013, in addition to the individual conducting aquatic activities in the pool, school districts are required to have at least one qualified educator, swimming coach, or lifeguard present during physical education classes to monitor swimmers who may be in distress and to help them if necessary. This new law imposes similar requirements for interscholastic swimming activities and extracurricular swimming activities. All schools are required to adopt a pool safety plan by July 1, 2014, and after that date school districts are not allowed to hold any aquatic activities in the school swimming pool unless they have a school swimming pool safety plan. P.A. 13-161.

**Dissection Choice**

Schools must now excuse students from participating in or observing dissection activities as part of classroom instruction if a parent requests such excusal in writing. Such students shall be required to complete an alternative assignment as determined by the school district. P.A. 13-273.

**Student Identifiers**

Each local and regional board of education must now include student state-assigned student identifiers on all official student documents for such student. These official student documents include but are not limited to transcripts, report cards, attendance records, disciplinary reports and student withdrawal forms. P.A. 13-122, Section 3.

**Academic Advancement Program**

Effective July 1, 2013, the State Department of Education must establish a program that will allow students in grades 11 and 12 to complete high school graduation requirements beginning the 2014-2015 school year, by passing a national exam, attaining a particular grade point average, and receiving three letters of recommendation from school professionals. P.A. 13-247, Sections 188-189.

**Mental Emotional and Behavioral Health of Youths**

Effective July 1, 2013, the Commissioner of Children and Families is required to develop a comprehensive implementation plan, across agency and policy areas, for meeting the mental, emotional and behavioral health issues of all children in the state. In addition, local law enforcement agencies and local regional boards of education that employ or engage school resource officers are now required to train school resource officers in nationally-recognized best practices to prevent students with mental health issues from being victimized or disproportionately referred to the juvenile justice system as a result of their mental health issues, provided federal funds are available. P.A. 13-178.

## Legislation Affecting School District Employment:

### Hiring Standards for Athletic Directors

Effective October 1, 2013, any person hired by a board of education as an athletic director at a school must (i) be certified by the State Board of Education in accordance with § 10-145b and hold a coaching permit from the State Board, or (ii) hold a certificate issued by a national athletic administrators association, and a coaching permit from the State Board. Any person hired as athletic director of a school district must hold (i) a certificate issued by the State Board of Education pursuant to § 10-145b with an intermediate administrator and supervisor endorsement and a coaching permit issued by the State Board, or (ii) a master certificate issued by a national athletic administrators association, as approved by the department, and a coaching permit issued by the State Board. Any person currently serving in any of these positions who does not meet this requirement is grandfathered. P.A. 13-41.

### Confidentiality of Teacher Performance and Evaluation Information

Records of teacher performance and evaluation maintained by the Department of Education are now expressly exempt from disclosure under the Freedom of Information Act. P.A. 13-122, Section 13.

### Mandated Reporter Protections

P.A. 13-53 supplements the protections for mandated reporters by providing that it is illegal to prevent or hinder mandated reporters from filing reports, or attempting to do so. In addition, it adds to the "whistleblower" law, Conn. Gen. Stat. § 31-51m, a prohibition against adverse employment action in retaliation for filing a claim of suspected child abuse or neglect.

### Teacher Education Programs

Under P.A. 13-133, candidates will be required to complete training in social and emotional development and learning of children as part of a program leading

to professional teaching certification. This training includes instruction on a comprehensive, coordinated social and emotional assessment and early intervention for children displaying behaviors associated with social or emotional problems; the availability of treatment services for such children; and referring such children for assessment, intervention or treatment services.

### School Nurse Advisory Council

Effective July 1, 2013, the Commissioner of the Department of Education is required to establish a School Nurse Advisory Council that will be responsible for advising the Commissioner of Education and the Commissioner of Public Health concerning professional development for school nurses, school nurse staffing levels, the delivery of health care services by school nurses in schools and other matters that affect school nurses. P.A. 13-187.

## Minor Revisions to the Education Statutes

P.A. 13-122 made a number of other minor revisions to the education statutes including:

- Marital and family therapists employed by local or regional boards of education will be authorized to provide services to student, families and parents or guardians of students. P.A. 13-122, Section 8.
- Responsibility for fixing tuition fees charged to students for preparatory and supplemental programs including apprenticeship programs has been changed from the State Board of Education to the Technical High School System Board. P.A. 13-122, Section 10.
- The State Department of Education must now conduct a study of alternative school programs offered by local and regional boards of education. P.A. 13-122, Section 12.





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Fairfield Board of Education, revised June 26, 2013

## 2012-13 Goals – Review Budget Development Process

At our October 9, 2012 meeting the Board of Education adopted five goals, including:

“Work with the Superintendent as to Board input into the annual budget. We will also examine and update the roll-out and schedule of review time no later than for our annual budget in time for planning the Fiscal Year 15 budget.”

Suggestions were made by individual board members over two different board meetings, including giving consideration to:

1. Creating a multi-year budget forecast that would align with our goals, objectives strategic plan, etc.
2. Creating a target for annual budget growth related to the rise of inflation
3. Adjusting the budget calendar to have more time to review and consider the budget.
4. Aligning budget presentation to district goals and priorities with metrics and benchmarks against which to measure progress.
5. Discussing the format and timing for advance board thoughts on budget development ideas.
6. Creating a full budget development calendar starting from staff work through RTM vote.
7. Creating a budget development calendar and review process that places focus on strategic issues, not line item review.
8. Having a special “work session” meeting in May to discuss budget adjustments (if needed) between the presentation and final vote.
9. If there is a better presentation format for the annual Budget Transfers report and year end resolution has been placed on the June agenda for review and approval.
10. The Year End Budget Reconciliation schedule, for the prior year’s budget has been placed on the Board of Education agenda for discussion in either August or September.
11. Understanding the impact of the State mandated new accounting format on the 2014-15 and 2015-16 budget presentation.
12. Having a page in future Budget Workbooks that highlight the current costs of initiatives, legal mandates, etc. and the anticipated future costs if the initiative were to become a standard practice.

Following discussion by the Board of Education, the Central Office will review the final suggestions and provide feedback at the August, 2013 Board of Education Meeting. This list is comprised of individual board member ideas and does not represent the collective judgment of the BoE regarding the practicality or advisability of any specific idea. Some ideas will warrant consideration for the 2014-15 fiscal year, while others may take longer and still others may not be practical.

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To: Fairfield Board of Education  
David Title, Superintendent of Schools

From: Doreen Munsell, Director of Finance and Business Services

Date: August, 22, 2013

Subject: 2013 – 2014 Food Service Salaries and Premium Cost Share

Attached you will find the proposed increases for food service salaries and premium cost shares which are consistent with other non-bargaining unit employees. It is a reasonable proposal which recognizes the hard work and dedication of our staff. We have taken several other steps to mitigate the financial impact on the program without penalizing our human resources.

FAIRFIELD PUBLIC SCHOOLS

Food Service Program  
Cook Managers and General Workers  
2013-2014

Proposed  
Increase  
2.00%

POSITION	13-14 # of Employees	Hours	12-13 HOURLY RATE	13-14 HOURLY RATE
<b>Managers</b>				
Elementary	11	6	\$19.27	\$19.66
Middle School	3	6.5	\$21.53	\$21.96
High School	2	7	\$23.52	\$23.99
<b>Workers</b>				
	51	Varies	\$12.73	\$12.98
	5	Varies	\$13.96	\$14.24
Current # of Employees	72			
Estimated cost of 2% salary increase \$18,223				

Proposed 1 %  
Increase in  
Employee  
Contribution

Insurance	# of Contracts	12-13 Current Employee % Contribution	13-14 Proposed Employee % Contribution
Health	14	7%	8%
	1	*	*
Prescription	14	7%	8%
	1	*	*
Dental			
Estimated increase in insurance contributions \$2,269			

\* Employee pays the difference between BOE Contribution for Individual coverage and full premium cost for 2 Person or Family coverage