

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

THE PUBLIC IS REQUESTED TO SILENCE PHONES/DEVICES FOR THE DURATION OF THE MEETING.

Board of Education, Fairfield Public Schools
501 Kings Highway East, 2nd Floor Board Conference Room, Fairfield, CT

Tuesday, October 22, 2013

REGULAR MEETING 7:30 P.M.

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Presentations
 - A. Olympian Julie Chu/BP Corporation Olympic Donation, Ms. Karen Parks
 - B. Recognition of PTA Leaders, Mrs. Jessica Gerber
4. Approval of Minutes
Recommended Motion: "that the Board of Education approve the Minutes of the Regular Meeting of September 24, 2013"
(Enclosure No. 1)
5. Board Committee/Liaison Reports
6. Superintendent's Report
 - A. Quarterly Financial Update, Ms. Munsell
(Enclosure No. 2)
 - B. 2014-2015 Budget Calendar, Ms. Munsell
(Enclosure No. 3)
7. Old Business
 - A. Naming the Alternative High School in Honor of Mr. Walter Fitzgerald
Recommended Motion: "that the Board of Education approve **Fairfield High Schools Fitzgerald Campus** as the name for the Alternative High School, in honor of Mr. Walter Fitzgerald"
(Enclosure No. 4)
8. New Business
 - A. Approval of Plans and Specifications for the Osborn Hill Project
Recommended Motion: "that the Board of Education approve the plans and specifications for the Osborn Hill Project Numbers 051-0124CV and 051-0126EA/EC"
(Enclosure No. 5a,b)
 - B. Approval of the Changes to the Fairfield Teacher Evaluation Plan
Recommended Motion: "that the Board of Education accept changes to the Fairfield Teacher Evaluation Plan as recommended by the Teacher Evaluation Committee"
(Enclosure No. 6a,b)

C. Approval of the Changes to the Fairfield Administrator Evaluation Plan

Recommended Motion: "that the Board of Education accept changes to the Fairfield Administrator Evaluation Plan (SEED Plan) as revised by the CT State Department of Education"

(Enclosure No. 7)

9. 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.

10. Open Board Comment

11. Adjournment

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

CALENDAR OF EVENTS

November 26, 2013	Regular Board Meeting	7:30 p.m. 501 Kings Highway East 2 nd Floor Conference Room
December 10, 2013	Regular Board Meeting	7:30 p.m. 501 Kings Highway East 2 nd Floor Conference Room

RELOCATION POLICY NOTICE

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

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

OCT 22 2013

Regular Meeting
Fairfield Board of Education
September 24, 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 7:34PM. Present were members Perry Liu, Jessica Gerber, Philip Dwyer, Pamela Iacono (arrived 7:40PM), Paul Fattibene and Sue Brand. Jennifer Kennelly, John Convertito and Tim Kery were not in attendance. Others present were Dr. Title, members of the Central Office Leadership Team, and approximately 20 members of the public.

Approval of Minutes

Approval of Minutes of the Regular Meeting of September 10, 2013.

Ms. Iacono moved/Mrs. Gerber seconded the recommended motion "that the Board of Education approve the Minutes of the Regular Meeting of September 10, 2013" Motion passed 5-0-1 (Mr. Liu abstained.)

Old Business

Ms. Iacono moved/Mrs. Gerber seconded the recommended motion "that the Board of Education approve Policy #6200-Instruction-Curriculum" Motion passed 6-0

Adjournment

Ms. Iacono moved/Mrs. Gerber seconded the recommended motion "that this regular Meeting of the Board of Education adjourn" Motion passed 6-0. Meeting adjourned 8:45PM.

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 7:34PM. Present were members Perry Liu, Jessica Gerber, Philip Dwyer, Pamela Iacono (arrived 7:40PM), Paul Fattibene and Sue Brand. Jennifer Kennelly, John Convertito and Tim Kery were not in attendance. Others present were Dr. Title, members of the Central Office Leadership Team, and approximately 20 members of the public.

Presentations

Dr. Title introduced Mr. Jeff Hamel and Ms. Lisa Campe from Woodard and Curran, Inc. to discuss the *Follow-Up Building Surveys and Assessment of PCBs Report*. Mr. Jeff Hamel stated that the purpose of the survey was to develop a management program for addressing PCBs. Mr. Hamel stated that the first step was to determine the potential presence of PCBs by having a series of funnel steps; the first step was to eliminate buildings or additions built post 1980, which then narrowed the field from 16 to 13 buildings; the second funnel was to use existing data from recent renovations or construction; the third funnel was to use the initial building surveys done in January and February of this year to get multiple data points using a chlorine threshold as an indicator; PCBs cannot be present without chlorine. Mr.

Hamel stated that using the collected data, 20 areas were recommended for encapsulation and these areas are visible in the report maps; the report recommendations are to follow best practices, conduct periodic inspections and remove suspect material through abatement when renovations are taking place. Ms. Campe stated that this practical and technical approach is about exposure potential, and the report illustrates the few areas that need to be managed.

Mrs. Gerber asked if the Dwight spray-on fire-proofing in the gym, which is similar to Osborn Hill's, should be checked each year. Mr. Hamel stated that the Dwight gym ceiling is intact and inaccessible, which falls in the 'low' category, but this should be checked every year. Mrs. Gerber asked if there is a concern about air quality, even without the material falling apart. Mr. Hamel stated that PCBs are heavy, non-volatile molecules that tend to stay on the material; that particulates are the main driver for indoor air concentration of PCBs; and Ms. Campe stated that Osborn Hill had 2 filtration systems that were accumulating dust on the air return.

In response to Mrs. Brand, Mr. Hamel stated that PCB monitoring, such as a ceiling inspections, should be added to the periodic maintenance schedule. In response to Mrs. Brand, Dr. Title stated that the Alternative High School was not tested, as it is not Town-owned property, but this can be looked into further. Mrs. Brand asked that this report be given to the Tools for Schools program. Dr. Title stated that this report will be given to vendors to get pricing to take care of the action recommendations; the price will determine whether it is capital or maintenance; the general sense is that it will fall under maintenance.

Ms. Iacono asked whether this will have an effect on the Long-Range Facilities Plan; Dr. Title stated that this will be looked at together with the police report on security and the new enrollment projections. Ms. Iacono stated that the Riverfield gym is an area in the "medium" range and with Riverfield undergoing renovations; the building committee should take this into consideration.

In response to Mr. Liu, Dr. Title stated that staff training will be provided so that the best management practices are followed.

Mr. Fattibene asked if any direct testing was done for PCBs; Mr. Hamel responded no.

In response to Mr. Liu, Mr. Hamel stated that the district has been proactive in coming up with a management process and that there is no regulation that requires testing; building material is treated differently than released contaminants. In response to Mr. Liu, Dr. Title stated that this project began as a window replacement project at Osborn Hill.

Mrs. Brand asked for the differential of doing PCB testing vs. chlorine testing; and asked what the gap in accuracy is. Mr. Hamel stated that the use of screening techniques is common. Ms. Campe stated if an area was observed to be accessible and in bad condition with a high chlorine indicator, an analytical sample would have been recommended, but all areas were in the low-medium range. Mr. Hamel stated that regulatory thresholds are obtained by using screenings from large data samples; testing is done during material removal.

Mr. Dwyer asked whether the 20 areas designated as 'medium range' should be taken care of within the year. Mr. Hamel answered that near-term does not necessarily mean within the year.

Mr. Dwyer thanked the presenters.

Approval of Minutes

Ms. Iacono moved/Mrs. Gerber seconded the recommended motion “that the Board of Education approve the Minutes of the Regular Meeting of September 10, 2013” Motion passed 5-0-1 (Mr. Liu abstained.)

Superintendent’s Report

Update on Naming the Alternative High School in Honor of Mr. Walter Fitzgerald

Dr. Title stated that the Alternative High School students will be selecting the name and have asked for more time to present to the student council and vet several options.

Update on Statewide Testing and Evaluation Systems

Dr. Title stated that the CT State Dept. of Education is requesting a waiver from the US Dept. of Education to exclude SBAC test results in the Teacher and Administrator evaluations for the pilot year if districts opt to use SBAC testing this year; more information will be provided as it is released.

Update on RFP for Food Services

Dr. Title stated that the Food Services RFP has to be approved by the Town Procurement Officer and must also be approved at the state level; this will ensure that all Healthy Food guidelines will be included. Dr. Title stated that this will be a comprehensive RFP and will take some time to review and process; this will accelerate efforts to improve food quality.

In response to Mrs. Brand, Dr. Title stated that the district is currently working on back-up plans for performance assessments; the biggest challenges with teacher evaluations are non-tested grades and subjects. In response to Mrs. Brand, Dr. Title stated that the Food Services RFP has not yet been written, but the intent is to include employee retention.

Old Business

Ms. Iacono moved/Mrs. Gerber seconded the recommended motion “that the Board of Education approve Policy #6200-Instruction-Curriculum” Motion passed 6-0

Public Comments and Petitions

Elizabeth Moyse, South Pine Creek Road, stated that there was very little transparency with the PCB testing at Mill Hill School, there was no contact with the PTA; she stated she is glad that someone asked about air testing.

Tricia Donovan, Taintor Drive, requested an update on Infinite Campus.

Nancy Haberly, Duck Farm Road, stated that elementary school dismissal times are not consistent; some students are dismissed earlier than others; she also thanked her son’s 6th grade team at Roger Ludlowe Middle School.

Betty Ann O’Shaughnessy, Queens Grant Road, asked the Board to put student achievement and development first during budget season; and asked the BOE to include parents and the public in a transparent process.

DRAFT

Christina Marsan, North Cedar Road, stated she is interested in who and when it was decided that her children's pictures appear on Infinite Campus; that student safety should be number 1; and she would like more information on high school security.

Open Board Comment

Mr. Dwyer stated that Public Comment is limited to 2 minutes, and it is to be used to alert the Board of concerns, and it is not the Board's practice to respond to Public Comment.

Mr. Liu stated that public comment suggestions and questions should be answered at some point; that it is important to be pragmatic regarding security; that parents should be aware of security protocols.

Mrs. Brand stated that she and Dr. Title attended the Beth El luncheon; that it was important to look at the strategic school profile to look for trends; that perhaps regs are needed for dismissal times; and she suggested that bus routes and times should not be posted in the newspaper for security purposes.

Adjournment

Ms. Iacono moved/Mrs. Gerber seconded the recommended motion "that this regular Meeting of the Board of Education adjourn" Motion passed 6-0. Meeting adjourned 8:45PM.

Fairfield Public Schools

2013 – 2014

Quarterly Financial Report as of September 30, 2013

Summary

Financial reports for the first quarter of the fiscal year (July, August, September) are always preliminary. The beginning of the school year is typically when expenditures fluctuate as school staff assignments are finalized and salary/benefit costs stabilize. Transportation, special education services, supplies and non-public tuition are not well-defined and generally aren't confirmed until the second quarter or later. Typically, this report would include initial estimates for transportation, however, this is the first year of a new transportation contract and only certain costs could be estimated at this point in time.

As of September 30, 2013 there is an unencumbered balance of \$20,322,389 with 86.5 % of the budget expended or encumbered. A sizable amount of contractual and/or fixed costs are not encumbered i.e., utilities, general repairs and maintenance, student activity salaries, part-time salaries, various benefits, and instructional materials. A description of each major expense category and its dynamics is provided below along with key factors which impact account balances.

Also, the financial position of the food service program is of particular interest this year. There has been a slight increase in meals served in the first month of operation; however, the financial condition of the program has not improved from last year.

Personnel Services

Contracted salaries, hourly wages, extra-curricular stipends and substitute pay are the single largest budget classification at 66 % of the budget appropriation or \$ 99,789,397. The largest balance in this category is for part-time employment including substitutes, staff replacement, degree changes and overtime which are paid as needed. All other salaries have been encumbered except for winter and spring coaches. There is an increase of 1.55 FTE's in total staffing from 1,435.60 FTE's to 1,437.15 FTE's. Certified staffing increased by .15 FTE and non-certified increased by 1.40 FTE's. The .15 FTE change in certified staff is net of various staffing adjustments across the district. The non-certified increase is the result of an additional 1.0 FTE Special Education Trainer and a net increase of .4 Para's in various positions.

Fixed Charges

An additional 15.2 % of the budget is allocated to employee benefits which have been categorized as fixed charges. This report reflects our contribution to the medical retention fund; however, the contribution to the town pension fund is not included. 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. The first quarter report indicates a negative balance of \$2.5 million in pupil personnel expenses. Excess cost reimbursement will offset a portion of these costs but we won't know to what extent until December. The final status of this category is impossible to determine until much later in the year.

School Expenses

These expenditures support instruction and activities at the building level and include supplies, materials, textbooks, copying, sports and other activities. There is a remaining balance of approximately 58 % in this category which is reasonable with only one month of school activity in this quarter.

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 comprise 45 % 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 account for 10 % of the total budget. We are in year one of a newly structured transportation contract, consequently, a number of miscellaneous regular and special education transportation costs have been encumbered but there are significant costs which have not been confirmed and encumbered, including fuel costs.

Nearly 26 % of the budget in this category is designated for utilities. Utility costs are not encumbered and are paid as incurred. Electric and heating costs are impossible to project this early in the year.

The budget of \$ 3.3 million for maintenance services is for preventative maintenance, repairs and major maintenance projects. Approximately one-half of the maintenance project budget has been expended or encumbered. Other contractual services have been encumbered but general repair and maintenance accounts are expended as required.

Capital

The capital budget totals approximately \$1.4 million and nearly 70 % has been encumbered or expended to-date.

Submitted: October 17, 2013

Doreen T. Munsell

Statement of Account - Summary by Major Classification

10/11/2013 2:28:52 PM

Fairfield Public Schools Fiscal Year 2013-2014

Major Classification	Appropriation As Adopted	Spec Approp and Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrance	Outstanding Requisitions	Unencumbered Balance	% Used
Personnel Services	\$99,789,397.00	\$300.00	\$99,789,697.00	\$14,512,102.24	\$81,018,614.95	\$0.00	\$4,258,979.81	95.73%
Fixed Charges	\$23,046,668.00	\$0.00	\$23,046,668.00	\$19,061,180.64	\$0.00	\$0.00	\$3,985,487.36	82.71%
Pupil Personnel Expense	\$5,330,994.00	\$0.00	\$5,330,994.00	\$2,412,278.94	\$5,435,883.41	\$752.40	(\$2,517,920.75)	147.23%
School Expenses	\$2,666,220.00	(\$8,000.00)	\$2,658,220.00	\$427,998.29	\$656,274.53	\$29,857.35	\$1,544,089.83	41.91%
Support Expenses	\$3,535,106.00	\$7,700.00	\$3,542,806.00	\$1,340,640.27	\$600,881.75	\$28,811.15	\$1,572,472.83	55.62%
Maint/Oper/Trans	\$15,419,060.00	\$0.00	\$15,419,060.00	\$1,877,107.03	\$2,210,591.67	\$303,239.57	\$11,028,121.73	28.48%
Capital	\$1,404,301.00	\$0.00	\$1,404,301.00	\$559,164.32	\$393,978.60	\$0.00	\$451,158.08	67.87%
Grand Total	\$151,191,746.00	\$0.00	151,191,746.00	\$40,190,471.73	\$90,316,224.91	\$362,660.47	\$20,322,388.89	86.56%

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

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Fairfield Public Schools
Fiscal Year 2013-2014

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	\$68,309,520.00	(\$463,382.00)	\$67,846,138.00	\$8,125,889.14	\$59,720,932.22	\$0.00	(\$683.36)	100.00%
103 CERTIFIED SUPPORT STAFF	\$6,312,213.00	(\$45,802.00)	\$6,266,411.00	\$735,921.85	\$5,532,134.56	\$0.00	(\$1,645.41)	100.03%
105 SCHOOL ADMINISTRATION STAFF	\$5,469,383.00	(\$137,303.00)	\$5,332,080.00	\$1,546,987.37	\$3,785,090.38	\$0.00	\$2.25	100.00%
107 CENTRAL ADMINISTRATION STAFF	\$1,031,260.00	\$21,003.00	\$1,052,263.00	\$303,655.41	\$748,608.05	\$0.00	(\$0.46)	100.00%
109 DIRECTOR/SUPERVISOR/MANAGER	\$694,225.00	(\$70,801.00)	\$623,424.00	\$193,487.28	\$429,945.88	\$0.00	(\$9.16)	100.00%
111 SECRETARIAL/CLERICAL STAFF	\$3,213,978.00	(\$19,791.00)	\$3,194,187.00	\$678,099.56	\$2,516,106.29	\$0.00	(\$18.85)	100.00%
113 PARAPROFESSIONAL STAFF	\$2,881,998.00	(\$21,115.00)	\$2,860,883.00	\$364,522.17	\$2,496,347.97	\$0.00	\$12.86	100.00%
115 CUSTODIAN STAFF	\$3,543,646.00	(\$90,407.00)	\$3,453,239.00	\$1,004,279.44	\$2,448,952.30	\$0.00	\$7.26	100.00%
117 MAINTENANCE STAFF	\$1,022,435.00	\$6,403.00	\$1,028,838.00	\$299,880.21	\$728,950.69	\$0.00	\$7.10	100.00%
121 SUPPORT STAFF	\$1,115,099.00	(\$69,640.00)	\$1,045,459.00	\$252,530.51	\$792,928.30	\$0.00	\$0.19	100.00%
123 INFO TECH SUPPORT STAFF	\$727,369.00	(\$53.00)	\$727,316.00	\$188,457.18	\$538,857.46	\$0.00	\$1.36	100.00%
125 SE TRAINER STAFF	\$570,547.00	\$27,311.00	\$597,858.00	\$164,715.44	\$433,138.28	\$0.00	\$4.28	100.00%
129 PART-TIME EMPLOYMENT	\$3,058,487.00	\$300.00	\$3,058,787.00	\$653,676.68	\$219,960.91	\$0.00	\$2,185,149.41	28.56%
131 WAGE/BENEFIT RESERVE	\$700,802.00	(\$102,673.00)	\$598,129.00	\$0.00	\$0.00	\$0.00	\$598,129.00	0.00%
133 STAFF REPLACEMENT	(\$460,000.00)	\$1,161,742.00	\$701,742.00	\$0.00	\$0.00	\$0.00	\$701,742.00	0.00%
135 DEGREE CHANGES	\$280,720.00	(\$195,492.00)	\$85,228.00	\$0.00	\$0.00	\$0.00	\$85,228.00	0.00%
307 OTHER SERVICES	\$1,317,715.00	\$0.00	\$1,317,715.00	\$0.00	\$626,661.66	\$0.00	\$691,053.34	47.56%
Total for Personnel Services	\$99,789,397.00	\$300.00	\$99,789,697.00	\$14,512,102.24	\$81,018,614.95	\$0.00	\$4,258,979.81	95.73%
Fixed Charges								
201 HEALTH INSURANCE	\$18,556,751.00	\$0.00	\$18,556,751.00	\$18,553,001.00	\$0.00	\$0.00	\$3,750.00	99.98%
203 LIFE/DISABILITY INSURANCE	\$256,763.00	\$0.00	\$256,763.00	\$86,070.70	\$0.00	\$0.00	\$170,692.30	33.52%
205 SOCIAL SECURITY	\$2,109,871.00	\$0.00	\$2,109,871.00	\$409,000.94	\$0.00	\$0.00	\$1,700,870.06	19.39%
207 PENSION/RETIREMENT	\$2,123,283.00	\$0.00	\$2,123,283.00	\$13,108.00	\$0.00	\$0.00	\$2,110,175.00	0.62%
Total for Fixed Charges	\$23,046,668.00	\$0.00	\$23,046,668.00	\$19,061,180.64	\$0.00	\$0.00	\$3,985,487.36	82.71%
Pupil Personnel Expense								
301 INSTRUCTIONAL SERVICES	\$110,000.00	\$0.00	\$110,000.00	\$9,025.22	\$800.00	\$0.00	\$100,174.78	8.93%
303 PUPIL PERSONNEL SERVICES	\$1,285,473.00	\$0.00	\$1,285,473.00	\$205,530.97	\$1,458,121.20	\$0.00	(\$378,179.17)	129.42%
307 OTHER SERVICES	\$179,350.00	\$0.00	\$179,350.00	\$126,162.47	\$513,033.07	\$0.00	(\$459,845.54)	356.40%
315 RENTALS	\$10,200.00	\$0.00	\$10,200.00	\$13,260.00	\$0.00	\$0.00	(\$3,060.00)	130.00%
317 STUDENT TRANSPORTATION	\$152,165.00	\$0.00	\$152,165.00	\$148,112.60	\$0.00	\$0.00	\$4,052.40	97.34%
319 CONFERENCE & TRAVEL	\$14,102.00	\$0.00	\$14,102.00	(\$2,875.59)	\$1,950.00	\$0.00	\$15,027.59	-6.56%
327 PRINTING/COPYING	\$6,800.00	\$0.00	\$6,800.00	\$900.17	\$5,899.93	\$0.00	(\$0.10)	100.00%
329 TUITION	\$3,518,969.00	\$0.00	\$3,518,969.00	\$1,868,954.34	\$3,449,597.43	\$0.00	(\$1,799,582.77)	151.14%
401 INSTRUCTIONAL SUPPLS/MATLS	\$30,000.00	\$0.00	\$30,000.00	\$32,744.57	\$1,182.50	\$752.40	(\$4,679.47)	115.60%
404 SUPPLS, BKS & MATLS-DIST SPRT	\$19,500.00	\$0.00	\$19,500.00	\$5,220.86	\$1,601.00	\$0.00	\$12,678.14	34.98%
411 TEXTBOOKS	\$2,500.00	\$0.00	\$2,500.00	\$4,942.44	\$3,598.28	\$0.00	(\$6,040.72)	341.63%
415 OTHER SUPPLIES/MATERIALS	\$1,000.00	\$0.00	\$1,000.00	\$215.95	\$0.00	\$0.00	\$784.05	21.60%
601 DUES AND FEES	\$935.00	\$0.00	\$935.00	\$84.94	\$100.00	\$0.00	\$750.06	19.78%
Total for Pupil Personnel Expense	\$5,330,994.00	\$0.00	\$5,330,994.00	\$2,412,278.94	\$5,435,883.41	\$752.40	(\$2,517,920.75)	147.23%

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

10/11/2013 2:29:38 PM

Fairfield Public Schools
Fiscal Year 2013-2014

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	\$21,026.00	\$0.00	\$21,026.00	\$0.00	\$0.00	\$0.00	\$21,026.00	0.00%
301 INSTRUCTIONAL SERVICES	\$6,360.00	\$0.00	\$6,360.00	\$1,448.57	\$0.00	\$0.00	\$4,911.43	22.78%
307 OTHER SERVICES	\$64,715.00	\$0.00	\$64,715.00	\$1,308.03	\$0.00	\$0.00	\$63,406.97	2.02%
315 RENTALS	\$42,860.00	\$0.00	\$42,860.00	\$0.00	\$0.00	\$0.00	\$42,860.00	0.00%
317 STUDENT TRANSPORTATION	\$40,253.00	\$0.00	\$40,253.00	\$494.31	\$3,000.00	\$0.00	\$36,758.69	8.68%
319 CONFERENCE & TRAVEL	\$43,611.00	(\$300.00)	\$43,311.00	\$2,539.52	\$4,644.00	\$539.00	\$35,588.48	17.83%
327 PRINTING/COPYING	\$305,672.00	(\$250.00)	\$305,422.00	\$39,265.55	\$190,689.78	\$0.00	\$75,466.67	75.29%
400 SUPPLIES, BOOKS & MATERIALS	\$1,361,385.00	\$116,193.00	\$1,477,578.00	\$300,228.69	\$363,150.70	\$18,743.26	\$795,455.35	46.16%
402 INSTRUCTIONAL SPLS-DIST SUPPRT	\$44,000.00	\$0.00	\$44,000.00	\$3,567.49	\$11,375.51	\$3,000.00	\$26,057.00	40.78%
404 SUPLS, BKS & MATLS-DIST SPRT	\$123,946.00	(\$123,946.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Div/0!
409 STUDENT ACTIVITY EXPENSES	\$571,310.00	\$0.00	\$571,310.00	\$58,941.25	\$78,562.70	\$7,473.90	\$426,332.15	25.38%
415 OTHER SUPPLIES/MATERIALS	\$15,632.00	\$414.00	\$16,046.00	\$1,273.88	\$4,240.84	\$101.19	\$10,430.09	35.00%
601 DUES AND FEES	\$25,450.00	(\$111.00)	\$25,339.00	\$18,931.00	\$611.00	\$0.00	\$5,797.00	77.12%
Total for School Expenses	\$2,666,220.00	(\$8,000.00)	\$2,658,220.00	\$427,998.29	\$656,274.53	\$29,857.35	\$1,544,089.83	41.91%
Support Expenses								
301 INSTRUCTIONAL SERVICES	\$52,930.00	\$0.00	\$52,930.00	\$14,804.79	\$0.00	\$0.00	\$38,125.21	27.97%
305 PROFESSIONAL/TECHNICAL SVCS	\$326,786.00	\$0.00	\$326,786.00	\$85,344.69	\$194,669.82	\$0.00	\$46,771.49	85.69%
307 OTHER SERVICES	\$2,100.00	\$0.00	\$2,100.00	\$595.00	\$0.00	\$0.00	\$1,505.00	28.33%
309 SECURITY SVCS/EXPENSES	\$140,000.00	\$0.00	\$140,000.00	\$21,837.97	\$84,115.69	\$0.00	\$34,046.34	75.68%
313 MAINTENANCE SERVICES	\$567,015.00	\$0.00	\$567,015.00	\$296,745.84	\$161,629.32	\$742.00	\$107,897.84	80.97%
319 CONFERENCE & TRAVEL	\$44,900.00	\$0.00	\$44,900.00	\$4,251.85	\$0.00	\$0.00	\$40,648.15	9.47%
321 PROFESSIONAL DEVELOPMENT	\$585,332.00	(\$3,699.00)	\$581,633.00	\$207,509.57	\$35,674.38	\$17,701.00	\$320,748.05	44.85%
323 POSTAGE	\$110,968.00	\$0.00	\$110,968.00	\$45,485.31	\$15,103.66	\$0.00	\$50,379.03	54.60%
325 PERSONNEL/RECRUITMENT EXP	\$26,000.00	\$0.00	\$26,000.00	\$1,173.81	\$150.00	\$0.00	\$24,676.19	5.09%
327 PRINTING/COPYING	\$72,350.00	\$0.00	\$72,350.00	\$14,268.19	\$45,517.20	\$1,418.32	\$11,146.29	84.59%
329 TUITION	\$384,452.00	\$0.00	\$384,452.00	\$0.00	\$0.00	\$0.00	\$384,452.00	0.00%
401 INSTRUCTIONAL SUPLS/MATLS	\$923,516.00	\$11,399.00	\$934,915.00	\$573,456.81	\$30,147.79	\$5,600.00	\$325,710.40	65.16%
402 INSTRUCTIONAL SPLS-DIST SUPPRT	\$28,500.00	\$0.00	\$28,500.00	\$8,302.64	\$6,502.97	\$3,000.00	\$10,694.39	62.48%
403 OFFICE/GENERAL SUPPLIES	\$14,500.00	\$0.00	\$14,500.00	\$2,681.06	\$7,862.93	\$0.00	\$3,956.01	72.72%
404 SUPLS, BKS & MATLS-DIST SPRT	\$0.00	\$0.00	\$0.00	\$905.66	\$0.00	\$0.00	(\$905.66)	#Div/0!
411 TEXTBOOKS	\$68,487.00	\$0.00	\$68,487.00	\$0.00	\$0.00	\$0.00	\$68,487.00	0.00%
415 OTHER SUPPLIES/MATERIALS	\$127,270.00	\$0.00	\$127,270.00	\$23,941.25	\$15,472.39	\$54.83	\$67,801.53	31.01%
424 OTHER SUPPLIES	\$8,000.00	\$0.00	\$8,000.00	\$64.79	\$4,035.60	\$0.00	\$3,899.61	51.25%
601 DUES AND FEES	\$52,000.00	\$0.00	\$52,000.00	\$39,271.04	\$0.00	\$295.00	\$12,433.96	76.09%
Total for Support Expenses	\$3,535,106.00	\$7,700.00	\$3,542,806.00	\$1,340,640.27	\$600,881.75	\$28,811.15	\$1,572,472.83	55.62%
Maint/Oper/Trans								
305 PROFESSIONAL/TECHNICAL SVCS	\$75,000.00	\$0.00	\$75,000.00	\$4,100.00	\$0.00	\$1,500.00	\$69,400.00	7.47%
311 UTILITY SERVICES	\$4,005,887.00	\$0.00	\$4,005,887.00	\$930,419.23	\$208,840.96	\$0.00	\$2,866,626.81	28.44%
313 MAINTENANCE SERVICES	\$3,346,674.00	\$0.00	\$3,346,674.00	\$688,637.97	\$1,203,173.14	\$19,959.17	\$1,434,903.72	57.12%
317 STUDENT TRANSPORTATION	\$7,101,703.00	\$0.00	\$7,101,703.00	\$22,016.45	\$580,189.20	\$269,780.40	\$6,229,716.95	12.28%
319 CONFERENCE & TRAVEL	\$35,905.00	\$0.00	\$35,905.00	\$5,424.10	\$0.00	\$0.00	\$30,480.90	15.11%
321 PROFESSIONAL DEVELOPMENT	\$62,180.00	\$0.00	\$62,180.00	\$6,798.32	\$3,943.00	\$0.00	\$51,438.68	17.27%
424 OTHER SUPPLIES	\$335,211.00	\$0.00	\$335,211.00	\$92,896.42	\$52,669.71	\$0.00	\$189,644.87	43.43%
429 MAINTENANCE/REPAIR SUPPLIES	\$456,500.00	\$0.00	\$456,500.00	\$126,814.54	\$161,775.66	\$12,000.00	\$155,909.80	65.85%
Total for Maint/Oper/Trans	\$15,419,060.00	\$0.00	\$15,419,060.00	\$1,877,107.03	\$2,210,591.67	\$303,239.57	\$11,028,121.73	28.48%
Capital								
501 CAPITAL OUTLAY	\$241,700.00	\$0.00	\$241,700.00	\$35,341.72	\$62,112.50	\$0.00	\$144,245.78	40.32%
503 TECHNOLOGY	\$1,162,601.00	\$0.00	\$1,162,601.00	\$523,822.60	\$331,866.10	\$0.00	\$306,912.30	73.60%
Total for Capital	\$1,404,301.00	\$0.00	\$1,404,301.00	\$559,164.32	\$393,978.60	\$0.00	\$451,158.08	67.87%

**Statement of Account - Summary by
Major Classification and Summary Object**
Fairfield Public Schools
Fiscal Year 2013-2014

10/11/2013 2:29:38 PM

Major Classification Summary Object	Appropriation As Adopted	Spec Approp and Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrance	Outstanding Requisitions	Unencumbered Balance	% Used
Grand Total	151,191,746.00	\$0.00	151,191,746.00	\$40,190,471.73	\$90,316,224.91	\$362,660.47	\$20,322,388.89	86.56%

**TENTATIVE BUDGET CALENDAR
2014 – 2015
FAIRFIELD PUBLIC SCHOOLS**

ENCLOSURE NO. 3

OCT 22 2013

<u>Date</u>	<u>Day</u>	<u>Description</u>
10/21/13	Monday	Budget Preparation Manual distributed
10/21/13 – 11/01/13		Budget preparation overview with Director of Finance by Level (Elementary / Middle / High Schools / Central Office)
11/06/13	Wednesday	Munis budget entry / documentation training (a.m. / p.m.)
11/08/13	Friday	Curriculum Budgets due to Directors of Elementary & Secondary Education
11/15/13	Friday	Deadline for entry / submission of department level budget
11/19/13	Tuesday	Staffing / Human Resources Dept. / Technology / Curriculum / Instruction / Gifted / ELL budget review
11/21/13	Thursday	} Operations / Maintenance / Capital / Transportation budget review
11/22/13	Friday	
12/02/13	Monday	Special Education / AHS / ECC / Misc. accounts budget review
12/03/13	Tuesday	Elementary Schools / Middle Schools budget review
12/06/13	Friday	High Schools budget review / Central Office budget review
12/09/13	Monday	Central Office review of total budget
12/10/13	Tuesday	Regular BOE Meeting - AON update on claims
12/16/13 – 1/10/14		Final development of budget document and support information / production of document
1/14/14	Tuesday	Regular BOE Meeting – distribution and presentation of budget to BOE
1/16/14	Thursday	Superintendent's Brown Bag Luncheon with PTA
1/21/14	Tuesday	Special BOE meeting – Budget discussion
1/28/14	Tuesday	Special BOE meeting – Budget discussion
1/30/14	Thursday	Regular BOE meeting - BOE adopts 14 – 15 Proposed Budget
1/31/14	Friday	BOE proposed budget total required at Town Hall
TBD - March		BOE budget review with BOS/BOF
TBD - March		Budget vote by BOS and BOF
TBD - April		RTM committee meetings
4/28/14	Monday	RTM budget meeting
5/05/14	Monday	RTM budget vote

OCT 22 2013

Alternative High School: Name Our School

AHS conducted several meetings with AHS student body and staff. AHS was looking for an identity. All were in favor of naming our school after Walter Fitzgerald. Walter Fitzgerald was one of the original teachers in the Co-Op program. His passion for helping students realize their true potential was obvious in his teaching practices. He believed wholeheartedly in Alternative Education and its value in today's society. Hundreds of students are better off because of his mentorship. The current Alternative High School wanted to honor Walter by including his name in the title of our school. This page contains the process and final name.



Once the Board approved the idea, suggestions were solicited for names that included "Fitzgerald."



The names were placed on a ballot. All students and staff were given the opportunity to vote. At our Open House, parents were given the opportunity to vote.



The ballots were tallied.

The winner: **Fairfield High Schools Fitzgerald Campus.**

OCT 22 2013

Salvatore Morabito

Ph: 203-255-7363

Fax: 203-255-8249

email: smorabito@fairfieldschools.org

Fairfield Public Schools
Manager of Construction, Security & Safety



Memo:

To: Dr. David Title and members of the Board of Education

Date: October 16, 2013

Re: OSF Project #051-0124 - Plans & Specifications

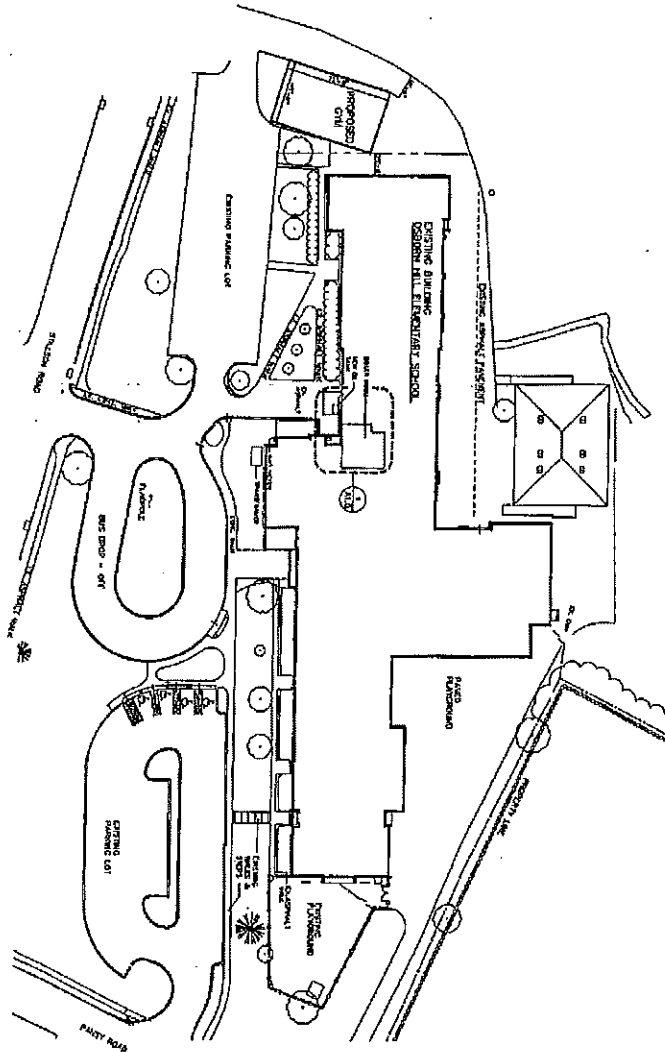
Attached are the 'plans and specifications' for OSF (Office of School Facilities) Project #051-0124CV.

This documentation consists of testing reports, plans for the temporary portable gymnasium and cost accounting. This work started in April 2012 and will continue until the completion of the remediation project (#051-0126).


The test results attachments noted in the attached letters can be found on the Fairfield Public Schools Website at http://fairfieldschools.org/pop/osborn_pcb_popup.htm

Your approval of these 'plans and specifications' are required so that reimbursement of the costs associated with this work can be requested from the OSF.

Thanks



Site Plan

S-1	OSBORN HILL ELEMENTARY SCHOOL 760 STILLMAN ROAD FAIRFIELD, CT 06424	 <p>PHILIP H. CERRONE III, AIA, NCARB ARCHITECT</p> <p>40 Malver Road P.O. Box 1000 Fairfield, Connecticut 06424 203-254-2444</p>	SCALE: AS SHOWN	REVISED: 8-27-12	<p>THIS DRAWING IS THE PROPERTY OF THE ARCHITECT. IT HAS BEEN PREPARED SPECIFICALLY FOR THE PROJECT AND IS NOT TO BE USED FOR ANY OTHER PURPOSE, LOCATION, OR OWNER WITHOUT WRITTEN CONSENT OF THE ARCHITECT.</p>
	SITE PLAN - PROPOSED GYM		DATE: 8-15-12	DRAWN: 1200-jc	



Modular Space Corporation
1000 State Street
Fairfield, CT 06424

PROJECT NAME / ADDRESS
OSBORN ELEMENTARY
FAIRFIELD, CT

COMPANY NAME / ADDRESS
TOWN OF FAIRFIELD
FAIRFIELD, CT

DRAWING TITLE
Approval Floor Plan

APPROVAL STAMP
A/E SEAL

APPROVAL STAMP

APPROVAL STAMP

APPROVAL STAMP

APPROVAL STAMP

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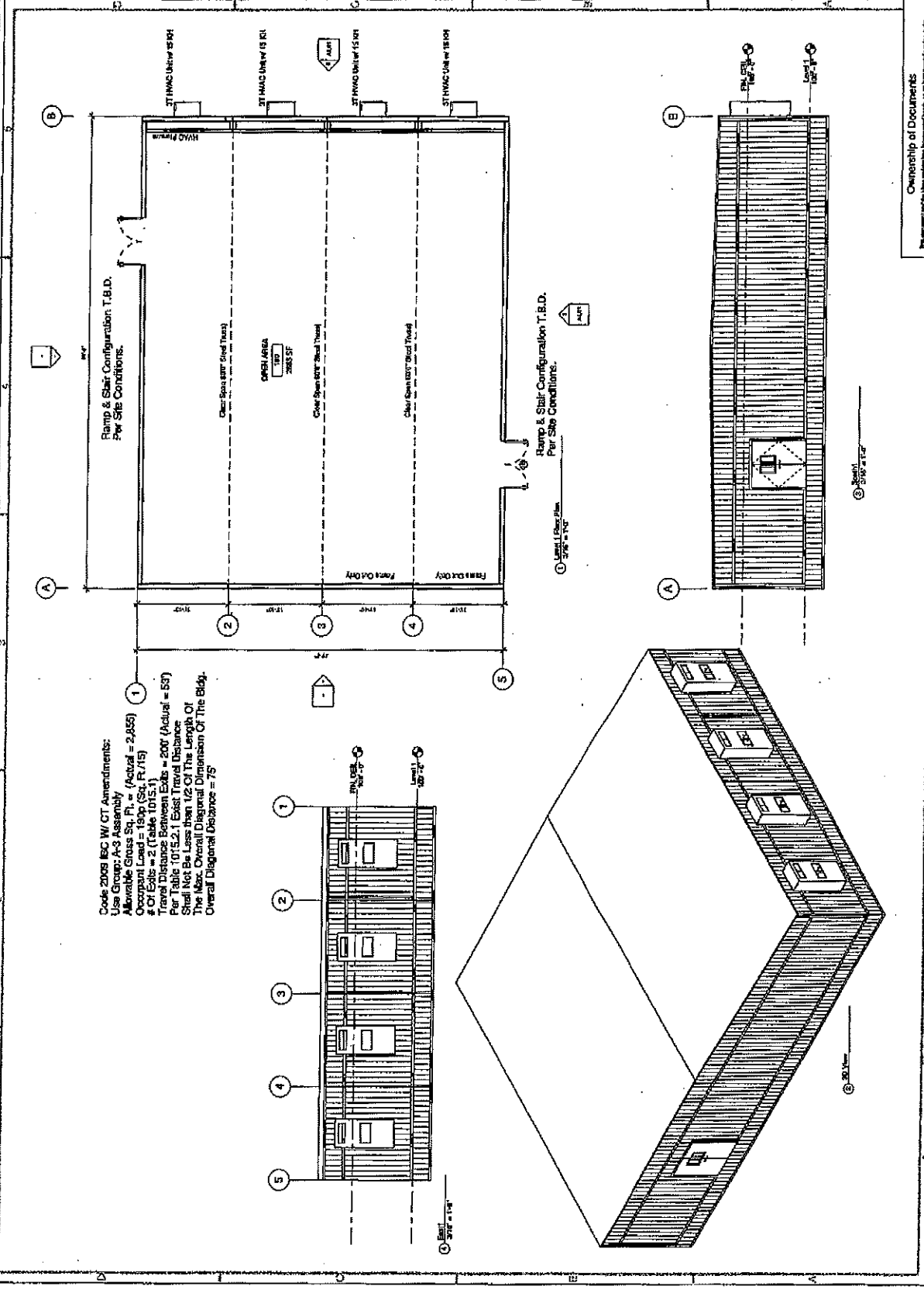
APPROVAL STAMP

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APPROVAL STAMP

APPROVAL STAMP

APPROVAL STAMP



Code 2008 IRC W/CT Amendments:
Use Group A-3 Assembly (Actual = 2,055)
Maximum Gross Sq. Ft. = 2,055
Occupancy = 100 (Table 101.5.1)
& 100 (Table 101.5.1)
Travel Distance Between Exits = 200 (Actual = 55)
Per Table 101.5.2.1 Exit Travel Distance
Shall Not Be Less than 1/2 Of The Length Of
The Max. Overall Diagonal Dimension Of The Bldg.
Overall Diagonal Distance = 75'

Ownership of Documents

The drawings are the property of Modular Space Corporation and are to be used only for the project and location specified. No part of these drawings may be reproduced or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of Modular Space Corporation.

CATALOG NUMBER	
PROJECT NAME	TYPE
VOLTAGE	LAMPS

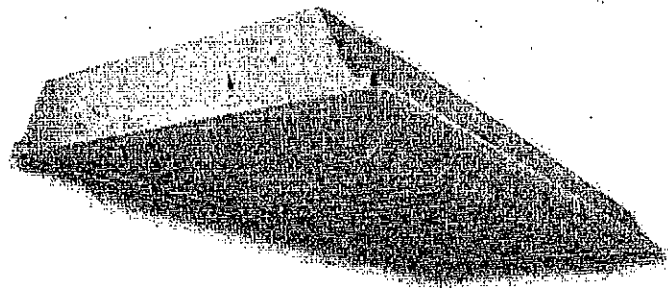


GRID HIGH BAY

GRID CEILING HIGH BAY

SPECIFICATIONS

- 2x4 or 2x2 Recessed Grid High Bay
- Specification Grade for New Construction or Renovation of any Building
- Multiple Reflector Options
 - 95% Enhanced Aluminum
 - 91% White Aluminum
- Multiple Lamp and Ballast Options
 - T5HO or T8
 - Super T8 High Efficiency
- Die Formed 23 Ga Steel Housing
- Ample KOs on Back and Ends
- Tool-Less Ballast Access
- Standard Configuration
 - No Lens
 - No Wire Cage
- Damp Listed
- Multiple Lens Options Available
- 11 Ga Wire Cage Available (2x4 Only)



APPLICATIONS

- Multipurpose Rooms
- Gymnasiums
- Manufacturing
- Retail



ORDERING GUIDE:

GH2044 - E - T5/H - WC

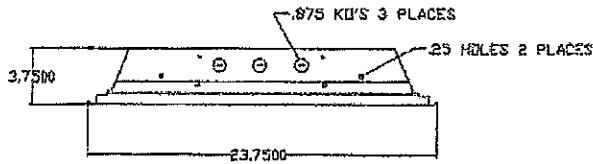
SERIES	REFLECTOR	BALLAST	OPTIONS
<input type="checkbox"/> GH2022 - 2X2 2 Lamp <input type="checkbox"/> GH2023 - 2X2 3 Lamp <input type="checkbox"/> GH2024 - 2X2 4 Lamp <input type="checkbox"/> GH2026 - 2X2 6 Lamp <input type="checkbox"/> GH2042 - 2X4 2 Lamp <input type="checkbox"/> GH2043 - 2X4 3 Lamp <input type="checkbox"/> GH2044 - 2X4 4 Lamp <input type="checkbox"/> GH2046 - 2X4 6 Lamp	<input type="checkbox"/> E - 95% Enhanced Reflector <input type="checkbox"/> W - 91% White Reflector <input type="checkbox"/> N - White Ballast Cover Only	<input type="checkbox"/> T5/H - T5HO <input type="checkbox"/> T5/N - F28T5 NPF <input type="checkbox"/> T8/L - T8 LPF <input type="checkbox"/> T8/N - T8 NPF <input type="checkbox"/> T8/PSN - T8 NPF Program Start <input type="checkbox"/> T8/H - T8 HPF <input type="checkbox"/> T8/PSH - T8 HPF <input type="checkbox"/> 4H - 347-480V (T5HO only, T8 use SD480)	<input type="checkbox"/> XXXXBBY - XXXX = Total # of Lumens Required Y = # of Lamps <input type="checkbox"/> WC - 11 Ga Wire Cage <input type="checkbox"/> CA - Clear Acrylic Lens .062" <input type="checkbox"/> PC - Polycarbonate Lens .062" <input type="checkbox"/> PSM - Prismatic Lens A12 <input type="checkbox"/> LIXX - Lamps Installed XX = Lamp Color (ex. LI50 = 5000K) <input type="checkbox"/> MCWHIPX - Flexible Conduits, X = Spec Length <input type="checkbox"/> CORDX - Cord, X = Spec Length <input type="checkbox"/> PLUG - Specified Type <input type="checkbox"/> QDCX - Quick Disconnect Cord, X = Spec Length <input type="checkbox"/> EB - Extra Ballast <input type="checkbox"/> SD480 - 480V Step Down Transformer



CATALOG NUMBER	
PROJECT NAME	TYPE
VOLTAGE	LAMPS

GRID HIGH BAY

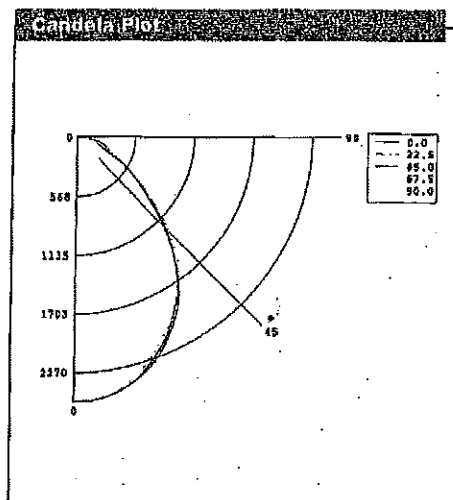
GRID CEILING HIGH BAY



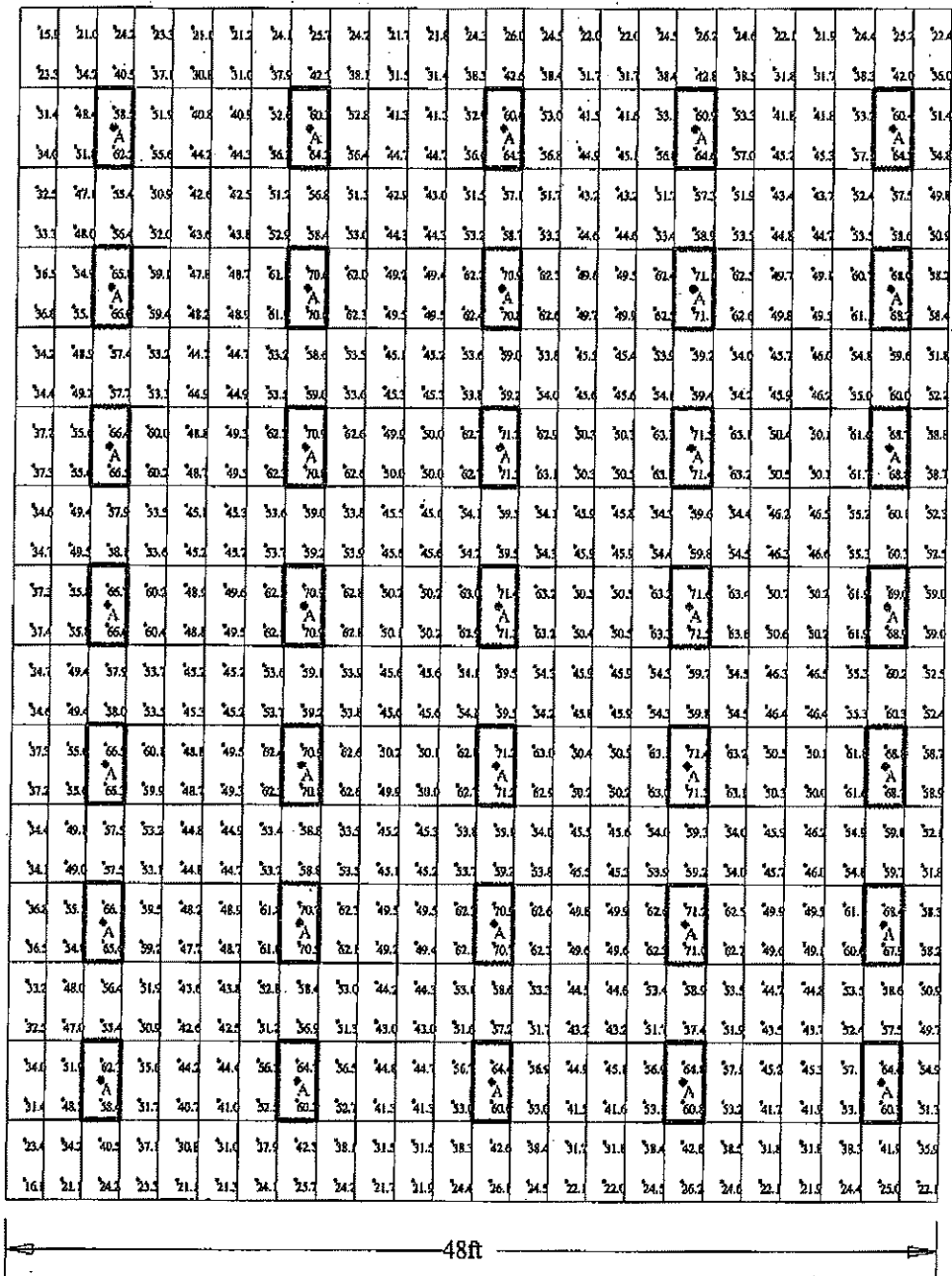
F2042-E-T8

Luminaire Properties	
Number of Lamps:	2
Lumens Per Lamp:	8960
Input Watts:	72
Distribution:	Direct
Symmetry:	Quadrifateral
Photometric Type:	Type C
Luminous Shape:	Rectangle
Units:	Foot
Luminous Dimensions:	
0-180 Axis:	3.8
90-270 Axis:	1.8
Height:	0.00

Zonal Lumen Summary			
Zone	Lumens	% Lamp	% Fixture
0-90	1687	31	35
0-45	2639	49	60
0-00	4630	70	88
0-30	5384	88	100
90-180	0	0	0
90-150	0	0	0
90-180	0	0	0
0-180	5384	88	100



Coefficients of Utilization																
RCR	pfc= 0.20		0.50		0.70		0.80		0.90		0.95		0.98		0.99	
	0.70	0.50	0.30	0.10	0.70	0.50	0.30	0.10	0.50	0.30	0.10	0.50	0.30	0.10	0.00	0.00
0	105	105	105	105	103	103	103	103	98	98	98	94	94	94	90	90
1	87	85	84	87	85	81	88	85	88	85	82	84	82	80	77	77
2	89	83	77	78	87	81	78	72	76	74	70	75	72	69	68	68
3	82	74	67	62	80	75	67	62	70	65	61	65	60	57	57	57
4	76	68	59	54	74	68	59	54	63	57	53	61	56	52	50	50
5	71	60	53	47	69	63	52	47	57	51	47	56	50	46	44	44
6	66	53	47	42	64	54	47	42	52	46	42	51	45	41	39	39
7	61	50	43	38	60	49	42	38	48	42	37	47	41	37	35	35
8	57	48	39	34	56	45	39	34	44	38	34	43	38	33	32	32
9	54	42	35	31	52	42	35	31	41	35	31	40	34	30	29	29
10	50	39	33	28	48	39	32	28	38	32	28	37	32	28	28	28



Filename: MOD SPACE GYM.LGI

Luminaire Schedule						
Qty	Label	Arrangement	Total Lamp Lumens	Lum. Watts	LLF	Description
35	A	SINGLE	5900	58.5	0.800	ILP F2042-W/TR/H-PC-WC

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Gym Workplane	Illuminance	Fc	50.35	71.6	15.9	3.17	4.50

Greg Loda / Jim Bartolotta
 Lighting Affiliates
 1208 Cromwell Ave
 Rocky Hill, CT 06067
 Voice Number : 860-721-1171 x 254
 Fax Number : 860-721-7093
 Email Address : gloda@lightingaffiliates.com

Osborn Hill Expenses - PCB Summer 2012 Emergency and associated Continuing Costs

Bond Appropriation \$4,195,013.00
 \$3,374,400.00 Portion for Window/Abatement Project per S/P Study
 \$820,613.00 Portion for 2012 Emergency and Continuing Costs
 \$639,429.31 Amount reimbursed to FPS
 \$181,183.69 Amount remaining for continuing expenses

Invoices paid OHBC

 \$3,018.75 Kloter Farms - Shed
 \$8,400.00 Indoor Air Technologies
 \$14,032.50 Woodard and Curran
 \$2,712.94 Woodard and Curran
 \$6,292.50 Woodard and Curran
 \$189.84 Woodard and Curran
 \$4,000.00 Silver/Petrucci
 \$18,028.16 ModSpace lease payments
 \$1,700.00 AMC Environmental
 \$7,850.00 AMC Environmental
 \$8,200.00 AMC Environmental
 \$74,424.69

Expenses projected through the end of 2013/14 fiscal year

 \$6,977.50 Woodard and Curran April 2013 invoice outstanding
 \$22,248.40 ModSpace - Costs to remove temporary gym structure
 \$18,126.72 ModSpace - Lease payment through 7/11/14
 \$33,000.00 AMC Environmental - Quarterly testing - 8/13, 11/13, 2/14 & 5/14
 \$80,352.62

Amount available for September 2013 LMC air clearance emergency

 \$181,183.69
 -\$74,424.69
 -\$80,352.62
 \$26,406.38 available for invoice due in from: AAIS, AMC, Tecta America, Meyers

OSBORN HILL ELEMENTARY SCHOOL
PCB PROJECT EXPENSES
2012-2013

February 22, 2013

Org/Project 22209810
Org 57022
Org/Subject 22209810
Org 57016
Org/Subject 57020

Date	P.O. #	Vendor	Account Number	Description	P.O. Amount	Actual Expenses	P.O. Balance	Abatement & Demolition	Building Construction	PFE
8/23/2012	13400899	AMC Environmental, LLC	2530-496-850	PCB testing and specialized cleaning	20,000.00	20,000.00	-	20,000.00	-	-
8/16/2012	13400741	Moore Medical	2530-496-850	First responder emergency kit	100.00	100.00	-	100.00	-	-
8/23/2012	13400816	School Specialty	2530-496-850	Mini EZ basketball system	2,538.88	2,538.88	-	-	-	2,538.88
8/23/2012	13400864	Sportime	2530-496-850	PE supplies and equipment	1,358.12	1,358.12	-	-	-	1,358.12
8/23/2012	13400865	Sportime	2530-496-850	PE supplies and equipment	649.07	649.07	-	-	-	649.07
9/19/2012	13401156	Nossal Industries	2530-496-850	Painting	44,000.00	44,000.00	-	44,000.00	-	-
8/25/2012	N/A	FPS Employees	2530-496-850	Overtime - Prep for painting	-	3,125.20	-	3,125.20	-	-
8/25/2012	N/A	FPS Employees	2530-496-850	Overtime - Prep for painting	-	1,555.35	-	1,555.35	-	-
9/13/2012	13401460	AMC Environmental, LLC	2530-496-850	PCB sampling and post dust cleaning	142,720.00	142,720.00	-	142,720.00	-	-
9/13/2012	13401415	MODSPACE	2530-496-850	Temporary gym facility	73,448.00	51,199.60	22,248.40	51,199.60	-	-
9/13/2012	13401125	BKM/Red Thread	2530-496-850	Flooring	15,419.55	15,419.55	-	15,419.55	-	-
8/31/2012	13400963	Gopher Sports Equipment	2530-496-850	Cur up mats	209.43	209.43	-	209.43	-	209.43
8/31/2012	13400964	Granger	2530-496-850	Rakennus Containers - Yellow	228.15	228.15	-	-	-	228.15
8/31/2012	13400965	Granger	2530-496-850	Refrigerated Containers - Black	465.00	465.00	-	-	-	465.00
9/13/2012	13401356	Indoxx Air Technologies, LLC	2530-496-850	Decom of books and curriculum items from LMC & Associated rooms	9,840.00	9,840.00	-	9,840.00	-	-
9/13/2012	13401357	Indoxx Air Technologies, LLC	2530-496-850	Additional material to reconfigure decom stations	819.15	819.15	-	819.15	-	-
9/13/2012	13401048	The Plastic Factory	2530-496-850	Clear Acrylic for window	429.00	429.00	-	429.00	-	-
9/14/2012	13401061	Gopher Sports Equipment	2530-496-850	Powertball activity set	326.43	326.43	-	-	-	326.43
9/14/2012	13401195	A.A.S	2530-496-850	Specialize cleaning for two kindergarten classrooms	15,475.00	7,975.00	7,500.00	7,975.00	-	-
9/14/2012	13401201	School Specialty	2530-496-850	Green wall panel	10,245.96	10,245.96	-	10,245.96	-	-
9/14/2012	13401220	PC Mall Gov., Inc.	2530-496-850	Laptops \$17,550 & Charging Cart \$2,549.00	20,099.00	20,099.00	-	20,099.00	-	20,099.00
9/18/2012	13401238	Universal Business Equipment	2530-496-850	Bookcases	3,468.00	3,468.00	-	-	-	3,468.00
9/27/2012	13401429	Follett Software Co.	2530-496-850	Follett cordless scanner kit	1,008.00	997.17	-	-	-	997.17
10/1/2012	13401537	AHC	2530-496-850	Low voltage work for temp gym	7,723.30	7,723.30	-	7,723.30	-	-
10/12/2012	13401658	PC Mall Gov., Inc.	2530-496-850	Meraki wireless access points	6,044.67	6,044.67	-	6,044.67	-	-
10/15/2012	13401851	Yankee Electric	2530-496-850	Electrical work for temp gym	11,200.00	11,200.00	-	11,200.00	-	-
10/15/2012	13401860	United Rental	2530-496-850	A/C Unit (4) rental	3,750.72	3,750.72	-	3,750.72	-	-
10/16/2012	13401680	Staples	2530-496-850	Mini Mice	631.40	563.75	-	-	-	563.75
10/25/2012	13401949	Meyer's Moving Co.	2530-496-850	Book carts	300.00	300.00	-	300.00	-	-
11/7/2012	13401997	Joseph Mavaro	2530-496-850	Network drop installations	394.61	394.61	-	394.61	-	-

OSBORN HILL ELEMENTARY SCHOOL
PCB PROJECT EXPENSES
2012-2013

February 22, 2013

Date	P.O.#	Vendor	Account Number	Description	P.O. Amount	Actual Expenses	P.O. Balance	Abatement & Demolition	Building Construction	FFFE
11/14/2012	N/A	FPS Employees	2530-496-850	Compensation for teachers setting up classrooms on 9/17/12	-	968.52	-	968.52		
11/16/2012	13402040	Universal business Equip.		Task chair, Lorell 86200	179.00	179.00	-	-		179.00
11/20/2012	13402159	School Specialty	2530-496-850	PE supplies and equipment	3,514.77	3,514.77	-	-		3,514.77
11/20/2012	13402176	Gopher Sports Equipment	2530-496-850	PE supplies and equipment	2,895.81	2,895.81	-	-		2,895.81
11/28/2012	13402308	AAS	2530-496-850	Abatement & specialize cleaning	77,917.00	77,917.00	-	77,917.00		
11/30/2012	13402295	Calvert Safe & Lock LTD	2530-496-850	Rekey temp gym	188.40	188.40	-	188.40		
11/30/2012	13402409	AMC Technology Inc.	2530-496-850	PCB testing in conjunction with the library suite	9,758.75	9,758.75	-	9,758.75		
1/2/2013	13402713	AMC Technology Inc.	2530-496-850	Hazmat testing and reporting for gymnasium	5,485.00	5,485.00	-	5,485.00		
1/4/2013	13402892	Nasal Industries	2530-496-850	Supply and install ceiling tiles	720.00	720.00	-	720.00		
1/4/2013	13402824	Gopher Sports Equipment	2530-496-850	Classplus scooter pack	2,906.32	2,906.32	-	-		2,906.32
1/15/2013	13402928	Nasal Industries	2530-496-850	Supply and install ceiling tiles	14,782.00	14,782.00	-	14,782.00		
1/15/2013	13402935	AMC Technology Inc.	2530-496-850	Quarterly inspection & testing per PCB O & M	9,050.00	9,050.00	-	9,050.00		
1/16/2013	13402997	United Rentals	2530-496-850	AC Unit rental 8/29/12	687.24	687.24	-	687.24		
1/16/2013	13403007	AMC Technology Inc.	2530-496-850	Hazmat testing and report on windows & soil	10,125.00	10,125.00	-	10,125.00		
2/14/2013	13403523	William B. Meyer, Inc.	2530-496-850	Pick-up library carts from Osborn school	150.00	150.00	-	150.00		
2/13/2013	13403337	AMC Environmental, Inc.	2530-496-850	PCB monitoring and sampling for library	39,150.00	39,150.00	-	39,150.00		
3/1/2013	13403465	Yankee Electric Construction	2530-496-850	Trench & Patch for electric services to temp gym	600.00	600.00	-	600.00		
				Subtotal 2012-2013 Project Expenses	\$ 705,786.06	\$ 639,429.31	\$ 70,437.01	\$ 599,120.41	\$ -	\$ 40,308.90
					\$ -	\$ 709,866.37	\$ -	\$ -	\$ -	\$ 639,429.31

OSBORN HELL ELEMENTARY SCHOOL
 FCB PROJECTED EXPENSES

2012-2013

February 22, 2013

Date	P.O. #	Vendor	Account Number	Description	P.O. Amount	Projected Expenses	P.O. Balance	Abatement & Demolition	Building Construction	FTE
TBD	TBD	AMC Environmental, LLC		Operation and maintenance plan work for 2012-2013 - AMC letter dated Sept. 24, 2012	-	23,950.00				
10/4/2012	TBD	Nesal Industries		Additional painting in the kitchen and APR		2,000.00				
TBD	TBD	TBD		Reserve for O & M testing and library suite work		67,950.00				
				Subtotal 2012-2013 Projected Expenses \$		\$ 110,550.00				
				Total 2012-2013 Project Expenses			\$ 820,416.32			

*Asbestos abated keeps or drawings are not included in this estimate

OSBORN HILL ELEMENTARY SCHOOL
2011-2012 PCB PROJECT EXPENSES

December 4, 2012

Date	P.O. #	Vendor	Account Number	Description	P.O. Amount	2011-2012 Expenses	P.O. Balance
6/14/2012	12305903	AAIS Corp	2530-375-003	Specialized cleaning per AMC Protocol	\$ 20,000.00	\$ 20,000.00	\$ -
4/4/2012	12304140	AMC Environmental, LLC	2540-328-003	Provide pre-renovation study	4,465.00	4,465.00	-
5/14/2012	12305160	AMC Environmental, LLC	2530-375-003	Provide Additional Testing for PCB	18,435.00	18,435.00	-
6/29/2012	12305610	AMC Environmental, LLC	2530-375-003	Additional PCB testing required for specialized cleanup	30,000.00	30,000.00	-
				Total 2011-2012 Expenses	\$ 72,900.00	\$ 72,900.00	\$ -
				*Grand Total Project Expenses			\$ 893,316.32
				*As of December 4, 2012			

FOR 2014 13

JOURNAL DETAIL 2011 1 TO 2014 13

	ORIGINAL APPROP	TRANSFRS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
22208010 Osborn Hill Remediation	0	0	0	425.00	.00	-425.00	100.0%
22208010 51170 SECRETARIAL SERVICE							
04/12/13 API PO IN95613				75.00			
05/08/13 API PO IN97641				75.00			
05/31/13 API PO IN99011				125.00			
06/27/13 API PO IN190375				75.00			
07/26/13 API PO IN7-18-13 SVCS.				75.00			
22208010 53300 PROF SERV - ARCHIT	0	0	0	23,350.00	50,070.00	-73,420.00	100.0%
08/23/13 API PO1400016IN13-1233				13,000.00			
09/27/13 API PO1400016IN13-1603				10,350.00			
22208010 57020 EQUIPMENT & FURNISH	0	0	0	43,327.65	.00	-43,327.65	100.0%
03/31/13 GEN 000142 9-22				40,308.90			
08/16/13 API PO1300565IN1V114170				3,018.75			
22208010 57022 ABATEMENT & DEMOLIT	4,195,013	0	4,195,013	670,526.35	26,181.07	3,498,305.58	16.6%
03/31/13 GEN 000149 9-22				599,120.41			
04/05/13 API PO13003954N500114178				2,000.00			
04/19/13 API PO13003954N500154144				2,000.00			
05/24/13 API PO13003954N500188556				2,000.00			
06/27/13 API PO13003954N50023413				2,000.00			
06/27/13 API PO13003954N500080495				2,000.00			
07/31/13 API PO13003954N500260462				2,000.00			
09/06/13 API PO13003954N500295219				2,000.00			
08/30/13 API PO13003954N50032236				2,014.08			
08/30/13 API PO13003954N106379578				2,014.08			
04/05/13 API PO13003954N106379578				1,700.00			
04/05/13 API PO13003954N13-114				4,000.00			
04/03/13 API PO13004142N2839				8,400.00			
04/19/13 API PO13004142N301302				7,850.00			
04/12/13 API PO13004161N98595				14,032.50			
04/12/13 API PO13004161N98595A				2,712.94			
04/12/13 API PO13004161N97939				6,292.50			
04/12/13 API PO13004161N97939A				189.84			
08/23/13 API PO1400062INP061310				8,200.00			

10/07/2013 11:21
CBOSSE

FAIRFIELD TOWN LIVE DATABASE
YEAR-TO-DATE BUDGET REPORT

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FOR 2014 13

		JOURNAL DETAIL 2011 1 TO 2014 13						
		ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
22208010	57024	0	0	0	.36	.00	- .36	100.0%*
06/30/13 GEN 000245 12-2					.36			
TOTAL Osborn Hill Remediation		4,195,013	0	4,195,013	737,629.36	76,251.07	3,381,132.57	19.4%
TOTAL OSBORN HILL REMEDIATION		4,195,013	0	4,195,013	737,629.36	76,251.07	3,381,132.57	19.4%
TOTAL EXPENSES		4,195,013	0	4,195,013	737,629.36	76,251.07	3,381,132.57	
GRAND TOTAL		4,195,013	0	4,195,013	737,629.36	76,251.07	3,381,132.57	19.4%

** END OF REPORT - Generated by CAITLIN BOSSE **

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: May 1, 2012
RE: Osborn Hill Window Replacement Project Testing
Initial PCB Testing of Window Materials **"Results"**

This letter is to notify you that the Fairfield Public School District has received the laboratory results for the initial Polychlorinated Biphenyl (PCB) testing of window materials at Osborn Hill School, and is scheduling additional testing of two locations reported to have high interior elevated levels of PCB's from the initial testing. The additional testing will be performed in classroom 116 and the corridor leading to the Gymnasium. This additional testing is scheduled for the evening of Friday, May 4, 2012.

All results are posted on the Fairfield Public Schools' website. The central office administration and the Osborn Hill principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you.

c: Bev Dyer
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: May 25, 2012
RE: Osborn Hill Window Replacement Project Testing
Additional PCB Testing of Window Materials "Results"

This letter is to notify you that the Fairfield Public School District has received the laboratory results for the additional Polychlorinated Biphenyl (PCB) testing of window materials at Osborn Hill School. The additional testing performed in classroom 116 and the corridor leading to the Gymnasium indicated levels higher than the EPA recommended maximum levels.

Our testing company has notified both DEEP and the EPA of their findings. In addition to these notifications, the local Health Department Director has been consulted. Our next steps will be to clean the affected areas per a specialized cleaning protocol developed by an industrial hygienist and then retest these and adjacent areas. The specialized cleaning is scheduled for the evening of Friday, May 25, 2012. The retesting of the spaces will occur on Saturday, May 26, 2012.

Expedited test results are expected by June 1, 2012. While waiting for these follow up test results, the affected areas can be used as normal per EPA guidance, according to the local Health Department Director (see www.epa.gov/pebsincatulk/catulk-faqs.pdf). All results will be posted on the Fairfield Public Schools' website when received. The Central Office administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the specialized cleaning or the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you,

c: Bob Dyer
Central Office Administration
Sandra Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: June 12, 2012
RE: Osborn Hill Window Replacement Project Testing
Additional PCB Testing Following Cleaning "Results"

This letter is to notify you that the Fairfield Public School District has received the laboratory results for the additional Polychlorinated Biphenyl (PCB) testing following the specialized cleaning conducted at Osborn Hill School on the evening of Friday, May 25, 2012. The additional testing was performed in classroom 116, the corridor leading to the Gymnasium, and adjacent areas.

Our testing company has notified both the CT DEEP and the EPA of its findings. In addition to these notifications, we have consulted the local Health Department Director. The test reports indicate that the PCB levels in room 116 are below the EPA recommended limits. The test reports also indicate that while substantial progress has been made in lowering the PCB levels in the corridor leading to the Gymnasium, these levels remain slightly above the EPA recommended limits.

An additional cleaning will be scheduled for the affected corridor area as soon as possible. Additional testing will be conducted to confirm that this follow up cleaning has brought the PCB levels to below the EPA recommended limits. All results will be posted on the Fairfield Public Schools' website when received. The Central Office administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

In response to the posting of previous test results for this building, several questions have been received. These questions and answers are as follows:

- Q: Has the district shared the actual test results with parents?
A: Yes. This information was shared with the school, the school PTA, the school's Tools for Schools Committee and the school's parents via an e-blast notification from the school. Copies of the results can be found at:
http://www.fairfieldschools.org/pop/hazard_popup.htm.
- Q: Who spoke with the EPA?
A: Our testing consultant, AMC Environmental, spoke with both the EPA and CT DREP regarding the test results and follow up actions to be undertaken.

Fairfield Public Schools
Fairfield, CT 06825

- Q: Did the EPA say it is safe to keep children in the building?
A: The EPA and CT DEEP are aware of the test results and have advised that evacuation is not necessary. Instead, they recommend that steps be taken to reduce exposure. This is the process that we are going through now.
- Q: Is the district in compliance with EPA regulations for PCB?
A: The district is in compliance with EPA requirements for posting of test results and following EPA and CT DEEP regulations. As summarized in the attached report there are still some slightly elevated test results that indicate additional steps (cleaning and follow up testing) are required.
- Q: Has the district checked or tested for other sources of PCBs such as lighting fixtures or the ventilation system?
A: The district has confirmed that all of the ceilings and lights were replaced in the 1996 renovation of Osborn Hill and therefore are not a possible source of PCBs. The ventilation system will be checked (tested) in the next round of tests.
- Q: What are the steps and timeline to make a funding request for the replacement of the windows?
A: There are 4 steps to the process:
Step One.
Initial pre-renovation hazardous material inspection.
Includes lead paint, asbestos, and Polychlorinated Biphenyl (PCB) sampling to build a history of what (if any) hazardous materials are in or around the windows.
Step Two.
Polychlorinated Biphenyl (PCB) testing and inspection.
Includes wipe tests and air tests based on what is found from Step One inspection.
Step Three.
Polychlorinated Biphenyl (PCB) core sampling of masonry materials.
Includes drilling into masonry materials to take dust samples based on what is found from Steps One and Two.
Step Four.
Completion of all testing and the building of a Polychlorinated Biphenyl (PCB) remediation plan. The remediation plan is developed and submitted to the EPA and the CT DEEP for approval. Once the plan is approved, a funding request can be made.

Step One is completed at this time and we are involved with Step Two testing results which is requiring a specialized cleaning process and retesting. Steps Three and Four will be based on information and recommendations from the EPA and CT DEEP.

We expect to have a funding request ready in the fall but this is dependent on how long the CT DEEP and the EPA take to approve the remediation plan.

Fairfield Public Schools
Fairfield, CT 06825

If you have any questions or concerns regarding the specialized cleaning or the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you.

c: Bev Dyer
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: June 26, 2012
RE: Osborn Hill Window Replacement Project
Additional PCB Testing and Cleaning

This letter is to notify you that the Fairfield Public School District will be performing additional Polychlorinated Biphenyl (PCB) testing and specialized cleaning at Osborn Hill School, while the school is unoccupied during the summer break.

Additional testing will be performed starting June 27, 2012 to further delineate the area requiring follow up specialized cleaning. The specialized cleaning will take place the week of July 16, 2012. Additional testing will be conducted the week of July 23, 2012 to confirm that this follow up cleaning has brought the PCB levels to below the EPA recommended limits.

All results will be posted on the Fairfield Public Schools' website when received. The Central Office Administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the specialized cleaning or the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you.

cc: Bev Dyer
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: July 19, 2012
RE: Osborn Hill Window Replacement Project Testing
Additional PCB Testing "Results"

This letter is to notify you that the Fairfield Public School District has received the laboratory results for the additional Polychlorinated Biphenyl (PCB) testing conducted at Osborn Hill School on June 26, 27 and July 10, 2012. The additional testing was performed in several locations throughout the building in order to determine the extent of areas requiring additional specialized cleaning.

The results of these additional tests determined that specialized cleaning will be required in the gym, the gym corridor, the entry lobby, the upper grade corridor and several classrooms along the upper grade corridor. The specialized cleaning will include cleaning of HVAC ductwork in several locations.

The additional tests also determined that the spray-on fireproofing on the gym roof steel is the probable source of PCBs within the building. This fireproofing will be completely removed (abated). Once this source material is removed and specialized cleaning is performed in the affected areas within the building, it is expected that PCB levels will be lowered below the EPA recommended limits.

Our testing company (AMC Environmental) has notified both the CT DEEP and the EPA of its findings. We will be meeting with AMC shortly to discuss the results of the additional testing and the development of the self-implementing on-site cleaning and disposal plan. Once the plan is approved by the EPA the specialized cleaning and abatement will be scheduled.

If you have any questions or concerns regarding these PCB test results or the upcoming clean-up, please feel free to contact me at (203) 255-7363.

Thank you.

c: Bev Dyer
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: August 27, 2012
RE: Osborn Hill Window Replacement Project Testing
PCB Remediation Testing "Verbal Results"

This letter is to notify you that the Fairfield Public School District has verbally received the laboratory results for the additional Polychlorinated Biphenyl (PCB) air and wipe testing conducted at Osborn Hill School on August 19, August 20, and August 21, 2012. The additional testing was performed after the completion of duct cleaning, room cleaning and encapsulation of PCB containing materials.

Attached is a matrix of the air sample readings. All wipe tests taken (except for one within a containment area) were at or below the $1\mu\text{g}/\text{m}^3$ action level. I will forward AMC's written report for this round of testing as soon as it is received.

Both the Fairfield Health Department and the Connecticut Department of Health have reviewed this information and have approved the occupancy of school except for the containment areas.

Additional cleaning and testing was conducted this past weekend. I will share these results (verbal or written) as soon as they are received.

If you have any questions or concerns regarding these PCB test results or the upcoming clean-up, please feel free to contact me at (203) 255-7363.

Thank you.

c: Bev Dyer
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: September 12, 2012
RE: Osborn Hill Window Replacement Project Testing
Additional PCB Testing "Results"

This letter is to notify you that the Fairfield Public School District has received the laboratory results for the additional Polychlorinated Biphenyl (PCB) testing conducted at Osborn Hill School on August 17 through August 26, 2012. The additional testing was performed to confirm the effectiveness of the specialized cleaning, ductwork cleaning and encapsulation work conducted since the previous round of testing on August 1st and 2nd.

The results of these additional tests (previously reported verbally to Central Office Staff) were used to determine that the school was safe for re-occupancy. Our testing company (AMC Environmental) has notified both the CT DEEP and the US EPA of its findings.

The analytical results that were attached to the AMC Report will be posted on the Fairfield Public Schools' website.

If you have any questions or concerns regarding these PCB test results or the upcoming clean-up, please feel free to contact me at (203) 255-7363.

Thank you.

c: Meg Brown
Central Office Administration
Sands Cleary

Fairfield Public Schools

Fairfield, CT 06825

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

FROM: Salvatore Morabito

DATE: September 25, 2012

RE: Osborn Hill Window Replacement Project Testing
Additional PCB Testing Results

This letter is to notify you that the Fairfield Public School District has received the laboratory results for the additional Polychlorinated Biphenyl (PCB) testing conducted at Osborn Hill School on August 27 through September 12, 2012. The additional testing was performed to confirm the effectiveness of the specialized cleaning in room 107, room 108 and of educational materials removed from the Library Media Center (LMC). In addition, testing was conducted on exterior soils and on additional materials/spaces within the LMC/gym corridor/toilet room containment areas.

The results of these additional tests (previously reported verbally to Central Office staff) were used to determine that rooms 107 and 108 were safe for re-occupancy and that the materials removed from the LMC were safe for use. Our testing company (AMC Environmental) has notified both the CT DEEP and the US EPA of its findings.

The analytical results that were attached to the AMC Report will be posted on the Fairfield Public Schools' website.

If you have any questions or concerns regarding these PCB test results or the upcoming clean-up, please feel free to contact me at (203) 255-7363.

Thank you.

c: Meg Brown
Central Office Administration
Sandra Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: November 20, 2012
RE: Osborn Hill Quarterly Testing and
Additional PCB Remediation and Cleaning

This letter is to notify you that the Fairfield Public School District will be performing quarterly follow-up testing for Polychlorinated Biphenyl (PCB) at Osborn Hill School. This testing will consist of air and wipe samples taken in a portion of the interior spaces previously tested this past summer.

In addition we have approval to schedule additional remediation and specialized cleaning in the Library Media Center, Gym hallway and adjacent toilet rooms. This additional remediation will start in the near future. Upon completion of this remediation additional air and wipe samples will be taken and tested.

All test results will be posted on the Fairfield Public Schools' website when received. The Central Office Administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the specialized cleaning or the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you.

c: Meg Brown
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: December 4, 2012
RE: Osborn Hill Window Replacement Project
Hazardous Materials Testing - Gymnasium - Results

This letter is to notify you that the Fairfield Public School District has received the laboratory results for the hazardous materials testing conducted in the gymnasium at Osborn Hill School. This testing was performed to identify potential hazardous building materials that may be present in the school's gymnasium.

The results of these tests will aid in the determination of the scope of remediation work required in this area. Our testing company (AMC Environmental) has notified both the CT DEEP and the EPA of its findings.

The analytical results and diagrams that were attached to the AMC Report will be posted on the Fairfield Public Schools' website.

If you have any questions or concerns regarding these PCB test results or the upcoming clean-up, please feel free to contact me at (203) 255-7363.

Thank you.

c: Meg Brown
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: December 11, 2012
RE: Osborn Hill Quarterly Testing Results

This letter is to notify you that the Fairfield Public School District has received the results of the quarterly follow-up testing for Polychlorinated Biphenyl (PCB) at Osborn Hill School conducted on November 24, 2012. This testing consisted of air and wipe samples taken in a portion of the interior spaces previously tested this past summer. In addition, an inspection was made of previously encapsulated surfaces to ensure that these engineering controls are intact and are effective.

I am happy to report that all of the air and wipe samples documented levels well below the EPA recommended limits and that the inspection of the encapsulated surfaces shows them to be intact and effective.

The analytical results that were attached to the AMC Report will be posted on the Fairfield Public Schools' website. The Central Office Administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the specialized cleaning or the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you.

c: Meg Brown
Central Office Administration
Sands Cleary

FAIRFIELD PUBLIC SCHOOLS



The Education Center

December 20, 2012

Dear Osborn Hill Community:

We wanted to share some good news regarding the Polychlorinated Biphenyl (PCB) issues at Osborn Hill School. We received verbal test results from AMC Environmental for the gym hallway, computer room, bathrooms, reading room and resource room that are below the Environmental Protection Agency recommended limits. After we finish some final work on these spaces, they will be back in operation on January 2, 2013, while we await test results for the Library Media Center. We will post the written results for these areas to our website as soon as they are received.

Additionally, we received positive quarterly testing results for the occupied areas of the school. These tests consisted of air and wipe samples taken in a portion of interior spaces and an inspection of previously encapsulated surfaces. We are happy to report that all of the air and wipe samples have documented levels well below the EPA recommended limits. The inspection of the encapsulated surfaces shows them to be intact and effective. These test results have been posted to our website.

This positive news is very promising, and gives us every reason to believe that we will continue to move forward in the remaining areas. When the students return in January, Osborn Hill will feel a bit more spacious. In the meantime, please enjoy the well-deserved holiday break.

Sincerely,

David G. Title, Superintendent

Frank Arnone, Principal

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: October 1, 2013
RE: Missing Osborn Hill PCB Testing Reports from January 2013

This letter is to notify you that the Fairfield Public School District has received written reports of the testing for Polychlorinated Biphenyl (PCB) at Osborn Hill School. These reports are dated January 10, 2013 and January 14, 2013.

The January 10, 2013 report is a summary of testing conducted to categorize building materials for the upcoming window replacement/abatement project. The January 14, 2013 report is in regards to the testing conducted in the Library Media Center and Gymnasium Corridor area which was closed for additional remediation in the 2012/13 school year.

These reports issued in January 2013 were not posted to our website in error. I apologize for any confusion that this oversight may have caused.

The analytical results that were attached to these AMC Reports will be posted on the Fairfield Public Schools' website. The Central Office Administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the specialized cleaning or the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you.

c: Meg Brown
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: February 13, 2013
RE: Osborn Hill Quarterly Testing

This letter is to notify you that the Fairfield Public School District will be performing quarterly follow-up testing for Polychlorinated Biphenyl (PCB) at Osborn Hill School. This testing will consist of air and wipe samples taken in a portion of the interior spaces previously tested this past summer.

All test results will be posted on the Fairfield Public Schools' website when received. The Central Office Administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you.

c: Meg Brown
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: March 7, 2013
RE: Osborn Hill Quarterly Testing Results

This letter is to notify you that the Fairfield Public School District has received the results of the quarterly follow-up testing for Polychlorinated Biphenyl (PCB) at Osborn Hill School conducted on February 18, 2013. This testing consisted of air and wipe samples taken in a portion of the interior spaces previously tested this past summer. In addition, an inspection was made of previously encapsulated surfaces to ensure that these engineering controls are intact and are effective.

I am happy to report that all of the air and wipe samples documented levels well below the EPA recommended limits and that the inspection of the encapsulated surfaces shows them to be intact and effective.

The analytical results that were attached to the AMC Report will be posted on the Fairfield Public Schools' website. The Central Office Administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the specialized cleaning or the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you.

c: Meg Brown
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: May 31, 2013
RE: Osborn Hill Quarterly Testing

This letter is to notify you that the Fairfield Public School District will be performing quarterly follow-up testing for Polychlorinated Biphenyl (PCB) at Osborn Hill School. This testing will consist of air and wipe samples taken in a portion of the interior spaces previously tested this past summer.

All test results will be posted on the Fairfield Public Schools' website when received. The Central Office Administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you.

c: Meg Brown
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: May 31, 2013
RE: Osborn Hill Quarterly Testing

This letter is to notify you that the Fairfield Public School District will be performing quarterly follow-up testing for Polychlorinated Biphenyl (PCB) at Osborn Hill School. This testing will consist of air and wipe samples taken in a portion of the interior spaces previously tested this past summer.

All test results will be posted on the Fairfield Public Schools' website when received. The Central Office Administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you.

c: Meg Brown
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: June 19, 2013
RE: Osborn Hill Quarterly Testing Results

This letter is to notify you that the Fairfield Public School District has received the results of the quarterly follow-up testing for Polychlorinated Biphenyl (PCB) at Osborn Hill School conducted on June 1, 2013. This testing consisted of air and wipe samples taken in a portion of the interior spaces previously tested this past summer. In addition, an inspection was made of previously encapsulated surfaces to ensure that these engineering controls are intact and are effective.

I am happy to report that all of the air and wipe samples documented levels well below the EPA recommended limits and that the inspection of the encapsulated surfaces shows them to be intact and effective.

The analytical results that were attached to the AMC Report will be posted on the Fairfield Public Schools' website. The Central Office Administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the specialized cleaning or the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you.

c: Meg Brown
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: August 20, 2013
RE: Osborn Hill Quarterly Testing

This letter is to notify you that the Fairfield Public School District will be performing quarterly follow-up testing for Polychlorinated Biphenyl (PCB) at Osborn Hill School. This testing will consist of air and wipe samples taken in a portion of the interior spaces previously tested this past summer.

All test results will be posted on the Fairfield Public Schools' website when received. The Central Office Administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you.

c: Meg Brown
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: September 6, 2013
RE: Osborn Hill Quarterly Testing Results

This letter is to notify you that the Fairfield Public School District has received the results of the quarterly follow-up testing for Polychlorinated Biphenyl (PCB) at Osborn Hill School conducted on August 21, 2013. This testing consisted of air and wipe samples taken in a portion of the interior spaces previously tested this past summer.

I would like to report that all of the wipe samples and 9 of the 11 air samples documented levels well below the EPA recommended limits. Two of the air samples documented levels above the EPA recommended limits. The two spaces with elevated levels are the Library Media Center and the custodian storage room. Both of these spaces are located directly adjacent to the gymnasium.

Remedial work will be done immediately on both of these spaces. After this remedial work is done the spaces will be retested. The result of these test will be shared when they are received.

The analytical results that were attached to the AMC Report will be posted on the Fairfield Public Schools' website. The Central Office Administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the specialized cleaning or the PCB testing, please feel free to contact me at (203) 255-7363.

Thank you.

c: Meg Brown
Central Office Administration
Sands Cleary

Fairfield Public Schools
Fairfield, CT 06825

TO: Dr. David Title and Members of the Board of Education
FROM: Salvatore Morabito
DATE: September 24, 2013
RE: Osborn Hill Follow up Testing Results

This letter is to notify you that the Fairfield Public School District has received the results of the follow-up testing for Polychlorinated Biphenyl (PCB) at Osborn Hill School conducted on September 17, 2013. This testing consisted of air samples taken in Library Media Center, Library Media Center Office and the custodian storage room which previously tested above the EPA recommended limits in the last round of quarterly tests.

I am happy to report that all these follow up air samples documented levels below the USEPA recommended limits. Moving forward the additional engineering controls (negative air ventilation and additional containment barriers) recently installed in the Gymnasium will be inspected to ensure that these engineering controls are intact and are effective.

The analytical results that were attached to the AMC Report will be posted on the Fairfield Public Schools' website. The Central Office Administration and the Osborn Hill School Principal will keep PCB test reports on file per State regulations.

If you have any questions or concerns regarding the specialized cleaning or the PCB testing, please feel free to contact me at (203) 255-7363.

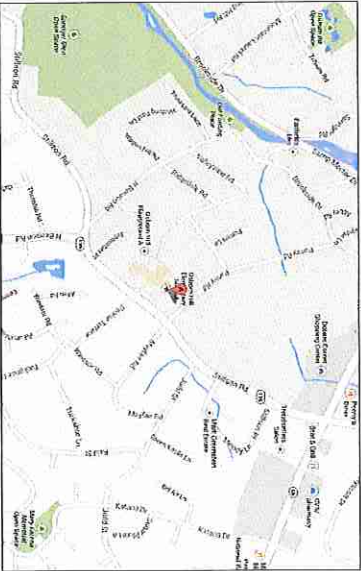
Thank you.

c: Meg Brown
Central Office Administration
Sands Cleary

OCT 22 2013

FAIRFIELD PUBLIC SCHOOLS
WINDOW & DOOR REPLACEMENT & GYM RENOVATIONS PROJECT

**OSBORN HILL ELEMENTARY SCHOOL
760 STILLSON ROAD
FAIRFIELD, CONNECTICUT 06824
STATE PROJECT NUMBER: 051-0126 EA/EC**



SITE LOCATION MAP
SCALE NONE
NORTH

Building Committee Approval Submission

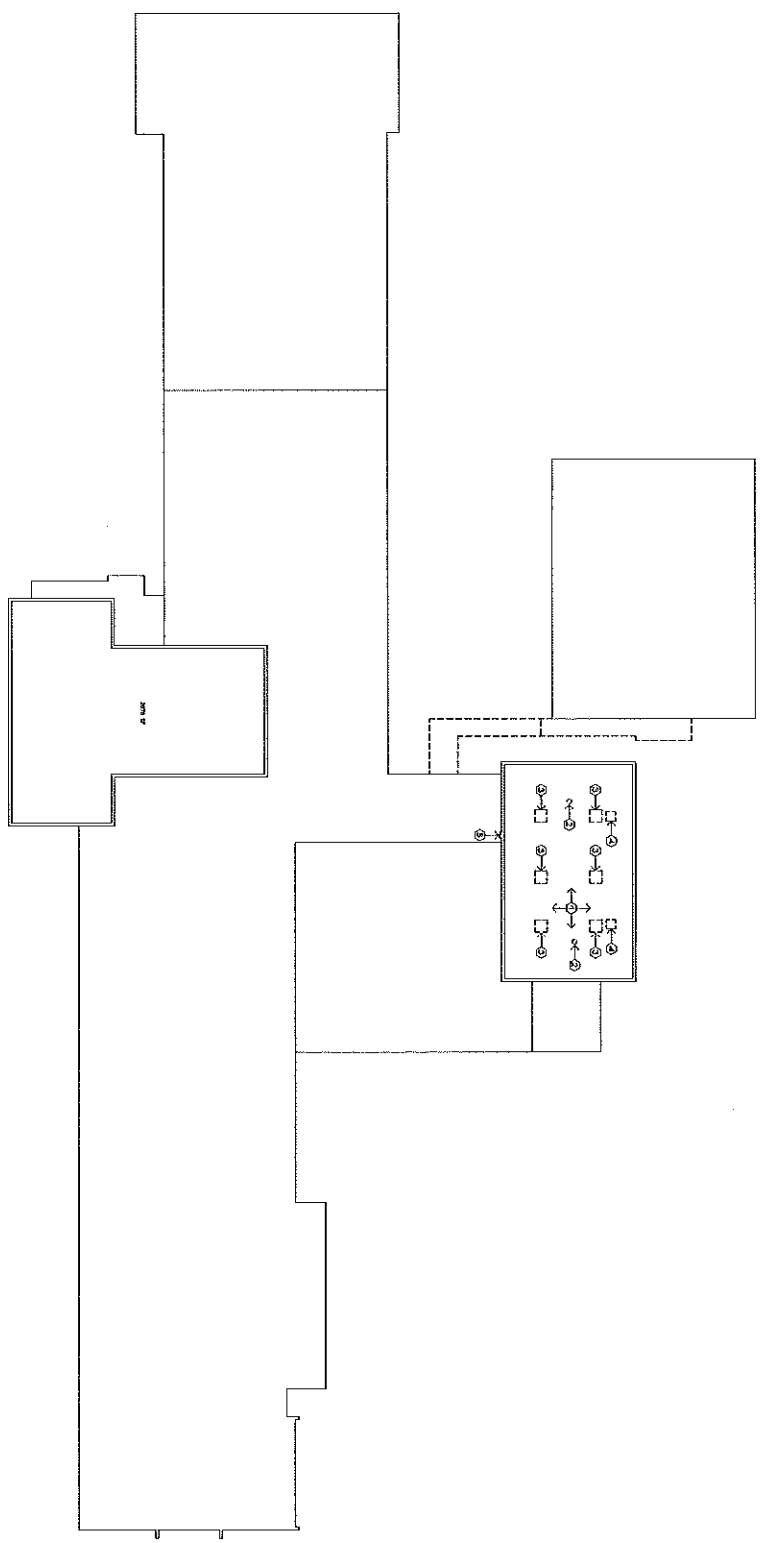


SILVER / PETRUCCI + ASSOCIATES
Architects / Engineers / Interior Designers
3190 Whitney Avenue, Hamden, CT 06518-2340
Tel: 203 230 9007 Fax: 203 230 8247
silverpetrucci.com

CS


October 17, 2013

- DEMOLITION NOTES**
1. REMOVE ALL EXISTING ROOFING MATERIAL AS SHOWN.
 2. REMOVE ALL EXISTING ROOFING INSULATION.
 3. REMOVE ALL EXISTING METAL FLASHING.
 4. REMOVE ALL EXISTING ROOF DRAINS &/OR SCUPPERS.
 5. REMOVE ALL EXISTING EXHAUST FANS & ASSOCIATED CURBS.
 6. REMOVE ALL EXISTING SKYLIGHTS.
 7. REMOVE EXISTING VERTICAL METAL LADDER.



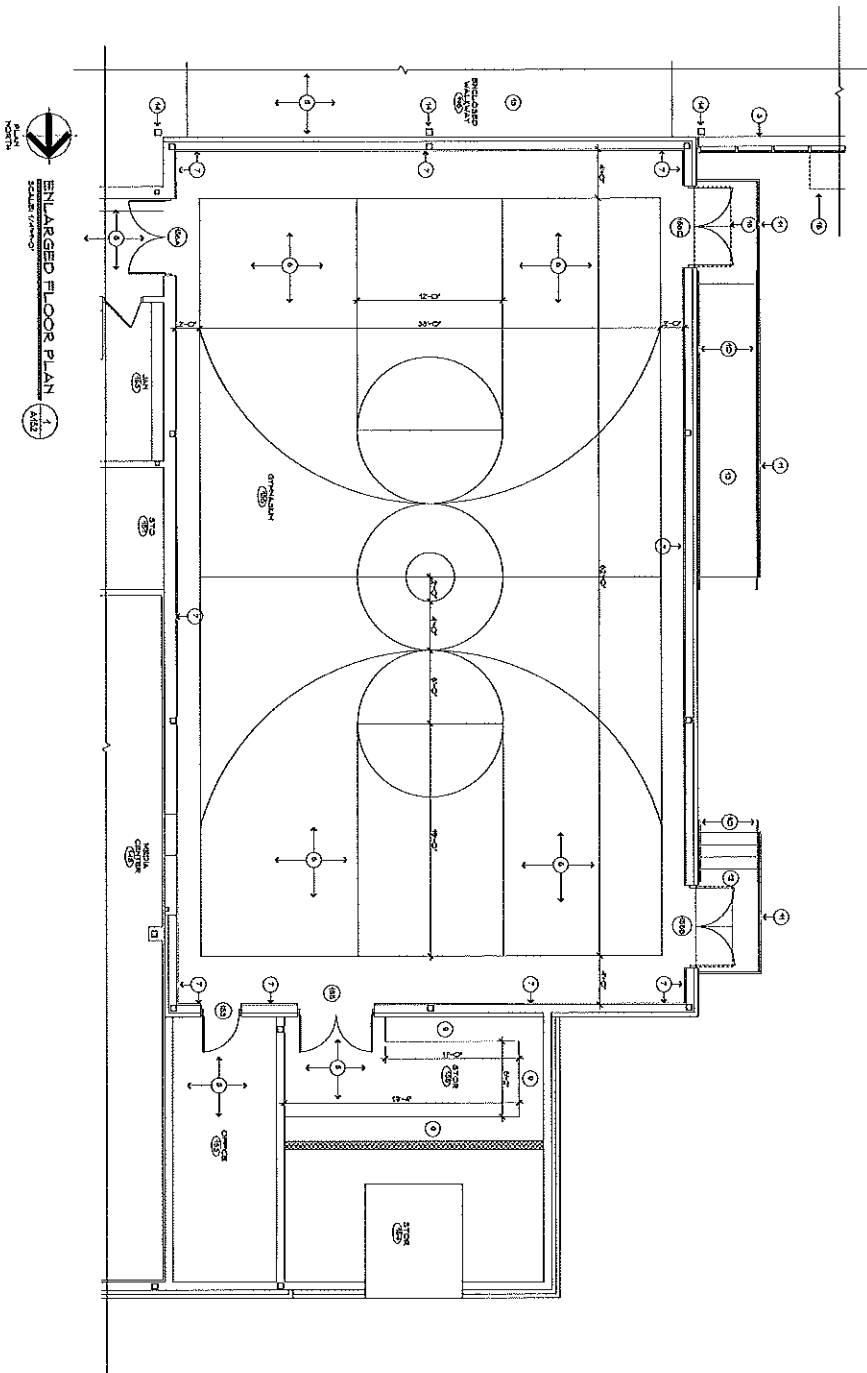
 NORTH
ROOF DEMOLITION PLAN
 SCALE: 1/8" = 1'-0"
 1
 1005

Windsor & Doer Replacement & Gym Renovations For: Fairfield Public Schools
 750 Sillcock Road
Osborn Hill Elementary School
 Fairfield, Connecticut 06424


SILVER / PETRUCELLI + ASSOCIATES
 Architects / Engineers / Interior Designers
 3100 Whalley Avenue, Hamden, CT 06518-2340
 TEL: 203 230 8001 FAX: 203 230 8247
 www.silverpetrucelli.com

Revised	By	Reason	Date

Project No.:
Roof Demolition Plan
 SHEET NO. 1 OF 1
 DATE: 08/12/2014
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT NO.: 14-005



ENLARGED FLOOR PLAN
SCALE: 1/8" = 1'-0"

- GENERAL NOTES**
1. SEE PROJECT MANUAL FOR APPROVAL, MODIFICATION REGARDING SCOPE OF WORK, PROCESS & SCHEDULE. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITION OF THE BUILDING CODE OF THE STATE OF CONNECTICUT.
 2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL BUILDING DEPARTMENT AND ALL APPLICABLE REGULATIONS AND ORDINANCES.
 3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL BUILDING DEPARTMENT AND ALL APPLICABLE REGULATIONS AND ORDINANCES.
 4. ALL MATERIALS & EQUIPMENT ARE NEW UNLESS OTHERWISE NOTED AS EXISTING.
 5. ALL MATERIALS & EQUIPMENT SHALL BE SHOWN ON THE SITE PLAN OF ALL CONSTRUCTION SHEETS.

- SYMBOL LEGEND**
- EXISTING WALLS TO REMAIN
 - NEW WALLS (SEE PARTITION TYPES)
 - INDICATES CONSTRUCTION NOTES (SEE NOTES SECTION)
 - INDICATES DOOR NUMBER (SEE DOOR SCHEDULE)
 - INDICATES ROOM NUMBER
 - INDICATES SECTION NUMBER
 - DRAWING NUMBER
 - PLAN SECTION DETAIL OR ELEVATION NUMBER
 - INDICATES CONSTRUCTION NOTE
 - INDICATES WINDOW TYPE (SEE SCHEDULES APPROPRIATE)
 - INDICATES WALL TYPE (SEE DRAWINGS A1)

- CONSTRUCTION NOTES**
1. SEE ALL SECTION DRAWINGS FOR ALL ROOMS FOR INSTALLATION OF NEW WINDOW SYSTEMS. SEE PROJECT MANUAL FOR ADDITIONAL INFORMATION.
 2. PROVIDE 1/2" MIN. INSULATION, INSURING ALL CONSTRUCTION IS COMPLETED TO PROTECT EXISTING WALLS AND SURFACES.
 3. 1/2" MIN. GYP BOARD SHALL BE USED FOR ALL WALLS AND CEILING.
 4. INSTALL NEW FLOORING AND CEILING SHALL BE INSTALLED PER ALL APPLICABLE CODES AND SPECIFICATIONS.
 5. INSTALL NEW INSULATION (SEE PROJECT MANUAL).
 6. INSTALL NEW ACoustical ceiling (SEE PROJECT MANUAL).
 7. INSTALL NEW INSULATED WALL (SEE PROJECT MANUAL).
 8. INSTALL NEW ACoustical ceiling (SEE PROJECT MANUAL).
 9. INSTALL NEW ACoustical ceiling (SEE PROJECT MANUAL).
 10. INSTALL NEW VERTICAL JOINTS (SEE PROJECT MANUAL).
 11. INSTALL NEW VERTICAL JOINTS (SEE PROJECT MANUAL).
 12. NEW CONCRETE SLAB.
 13. NEW CONCRETE SLAB.
 14. NEW VERTICAL COLUMN (SEE STRUCTURAL DRAWINGS).
 15. NEW WALL OFF HAT (SEE PROJECT MANUAL).
 16. SEE TYPED VERTICAL DIMENSIONS BY WINDOW MANUFACTURER (SEE PROJECT MANUAL).

Window & Door Replacement & Gym Renovations For Fairfield Public Schools
Osborn Hill Elementary School
 769 Saffron Road
 Fairfield, Connecticut 06424

SILVER / PETRUCCI + ASSOCIATES
 Architects / Engineers / Interior Designers
 3190 Wilsey Avenue, Hamden, CT 06518-2340
 Tel: 203 239 0607 Fax: 203 239 8247
 info@spawill.com

Date	Revised	By	Approved

Project No. **Enlarged Plans**
 STATE PROJECT NUMBER: 09-0104-010-010
 October 27, 2018
 Scale: 1/8" = 1'-0"
 D. LORIANO
 A152

ENCLOSURE NO. 6a

OCT 22 2013

October 22, 2013

Recommended Changes to the Fairfield Teacher Evaluation Plan

area, but for which other standardized assessments exist, will write one SLO based on an alternate standardized indicator and one SLO based on a non-standardized indicator. All other teachers will develop their two SLOs based on non-standardized indicators.

Exception for the 2013-14 school year: state test data will not be included in teacher evaluation (pending US Department of Education approval of CT ESEA waiver request).

The Fairfield Teacher Evaluation Plan adopts the definition of a **standardized assessment** from the Connecticut Guidelines for Educator Evaluation. That definition identifies that a standardized assessment is characterized by the following attributes:

- Administered and scored in a consistent – or “standard” – manner;
- Aligned to a set of academic or performance “standards;”
- Broadly-administered (e.g., nation-or statewide);
- Commercially-produced; and
- Often administered only once a year, although some standardized assessments are administered two or three times per year.

Examples of Standardized Assessments recommended for use in the Fairfield Public Schools for teachers whose students are not assessed by the **state test** are:

- Fountas and Pinnell Benchmark Reading Assessments
- Concepts About Print
- AIMS Web
- DRA 2
- Blue Ribbon
- Math Fluency
- ~~CMT~~
- Oral Counting
- Letter ID
- Number ID
- SBAC
- CAPT
- DRP
- Gates-MacGinitie
- LAS Links
- SAT
- SAT 2
- AP
- PE – Mile run

Examples of Non-Standardized Assessments recommended for use in the Fairfield Public Schools are:

- Portfolios rated against a common rubric
- District Common Performance Tasks rated against a common rubric

For example:

Teacher Category	Student Learning Objective	Indicators of Academic Growth and Development (At least one is required)
4 th Grade	My 22 students will demonstrate improvement in or mastery of reading comprehension skills by June 2013.	<ol style="list-style-type: none"> 1. All 17 (77%) students assessed on the standard CMT will maintain proficiency, goal or advanced performance, or will gain a proficiency band on 4th grade CMT Reading in March 2013. 2. All 5 students (23%) assessed on the MAS for Reading CMT will achieve at the proficient or goal level on 4th grade CMT Reading MAS in March 2013.

One half (or 22.5%) of the indicators of academic growth and development used as evidence of whether goals/objectives are **met shall be based on the state test** for those teaching tested grades and subjects or another standardized indicator for other grades and subjects where available. When selecting indicators used to gauge attainment of goals/objectives, teachers and their evaluators shall agree on a balance in the weighting of standardized and non-standardized indicators, to total to 45%.

Other related assessment data can be used to input a rating while waiting for state test results. If test results may have a significant impact on a final rating, the final rating may be revised before September 15.

***Exception for 2013-2014 school year: state test data will not be included in teacher evaluation (pending US Department of Education approval of CT ESEA waiver request).**

Step 3: Provide Additional Information

During the goal-setting process, teachers and evaluators will agree to the following:

- the rationale for the objective and its connection to the school improvement plan;
- any important technical information about the indicator evidence (like timing or scoring plans);
- the baseline data that was used to set each IAGD;
- interim assessments the teacher plans to use to gauge students' progress toward the SLO during the school year; and
- any training or support the teacher thinks would help improve the likelihood of meeting the SLO.

Step 4: Submit SLOs to Evaluator for Approval

Teachers and evaluators will confer during the goal-setting process to select mutually agreed-upon SLOs. When completed, the SLO is submitted to the evaluator for formal approval.

Exceeded (4)	All or most students met or substantially exceeded the target(s) contained in the indicator(s).
Met (3)	Most students met the target(s) contained in the indicators within a few points on either side of the target(s).
Partially Met (2)	Many students met the target(s) but a notable percentage missed the target by more than a few points. However, taken as a whole, significant progress towards the goal was made.
Did Not Meet (1)	A few students met the target(s) but a substantial percentage of students did not. Little progress toward the goal was made.

For SLOs with more than one IAGD, the evaluator may score each indicator separately, and then average those scores for the SLO score, or he/she can look at the results as a body of evidence regarding the accomplishment of the objective and score the SLO holistically.

The final student growth and development rating for a teacher is the average of their two SLO scores. For example, if one SLO was *Partially Met*, for 2 points, and the other SLO was *Met*, for 3 points, the student growth and development rating would be 2.5 $[(2+3)/2]$. The individual SLO ratings and the student growth and development rating will be shared and discussed with teachers during the End-of-Year Conference.

NOTE: For SLOs that include an indicator based on state standardized tests, results may not be available in time to score the SLO prior to the June 30 deadline. In this instance, if evidence for other indicators in the SLO is available, the evaluator can score the SLO on that basis. Or, if state tests are the basis for all indicators, then the teacher's student growth and development rating will be based only on the results of the SLO that is based on non-standardized indicators.

However, once the state test evidence is available, the evaluator is required to score or rescore the SLO, then determine if the new score changes the teacher's final (summative) rating. The evaluation rating can be amended at that time as needed, but no later than September 15.

***Exception for 2013-2014 school year: state test data will not be included in teacher evaluation (pending US Department of Education approval of CT ESEA waiver request).**

Category #4: WHOLE-SCHOOL STUDENT LEARNING INDICATOR (5%)

The Fairfield Teacher Evaluation Plan will include a “whole-school student learning indicator” as the 5% component of a teacher’s evaluation. This indicator reinforces the concept that all educators in a school building, whether a classroom teacher or student support specialist, contribute to the ultimate learning outcomes of ALL students in the school.

A teacher’s indicator rating shall be equal to the aggregate rating for multiple student learning indicators established for the principal’s evaluation rating at that school. For most schools, this will be based on the school performance index (SPI), which correlates to the whole-school student learning on a principal’s evaluation.

Exemplary	Proficient	Developing	Below Standard
Exceeded the goal	Met the goal	Partially met the goal	Did not meet the goal

NOTE: If the whole-school student learning indicator rating is not available when the summative rating is calculated, then the student growth and development score will be weighted 50 and the whole-school student learning indicator will be weighted 0 (see Summative Teacher Evaluation Scoring- page 36). However, once the state data is available, the evaluator should revisit the final rating and amend at that time as needed, but no later than September 15.

***Exception for 2013-2014 school year: state test data will not be included in teacher evaluation; the teacher’s rating in this area will be based on the administrator’s success of meeting targets established for their SLOs using locally determined measures in the 45% area (pending US Department of Education approval of CT ESEA waiver request).**

Summative Matrix to Determine Summative Rating

- There has been a change in the matrix used to determine summative ratings to align with mathematical calculations rounding up at .5 or above. This same matrix applies to teacher and administrator evaluation and support systems.

		<i>Overall Practice Rating</i>			
		4	3	2	1
<i>Overall Outcomes Rating</i>	4	Rate Exemplary	Rate Exemplary	Rate Proficient	<i>Gather further information</i>
	3	Rate Exemplary	Rate Proficient	Rate Proficient	Rate Developing
	2	Rate Proficient	Rate Proficient	Rate Developing	Rate Developing
	1	<i>Gather further information</i>	Rate Developing	Rate Developing	Rate Below Standard

OCT 22 2013



STATE OF CONNECTICUT

STATE BOARD OF EDUCATION

TO: Superintendents of Schools

FROM: Stefan Pryor, Commissioner

A handwritten signature in blue ink, appearing to read "Stefan Pryor".

DATE: October 7, 2013

SUBJECT: Student Assessment, Accountability, and Educator Evaluation Flexibilities

The Connecticut State Department of Education (CSDE) is deeply supportive of the Common Core State Standards (CCSS) and committed to preparing all students to be ready for college and careers. As we and other state departments of education across the nation transition to the CCSS, the CSDE is working to provide student assessments that align with the CCSS.

The CSDE also recognizes that local educational agencies (LEAs) are in a process of transition to these standards. To this end, the CSDE will be seeking a waiver from the U.S. Department of Education (USED) on provisions of Title I of the Elementary and Secondary Education (ESEA) Act regarding:

1. Student Assessment Options; and
2. District and School Accountability.

In addition, the CSDE is submitting an amendment to ESEA Flexibility Principle 3, which seeks additional flexibility with respect to the use of state assessment data in Connecticut's Educator Evaluation and Support system in 2013-14.

Though we are optimistic that Connecticut will be granted the flexibility needed to administer state assessments as delineated within this memorandum that are in the best interests of students and teachers, we are working in advance of the approval of such flexibility, to prepare for the implementation of the 2014 assessment program. Therefore, we are asking LEAs to inform the CSDE of their choices, conditional upon federal approval, as to:

- (i) which assessment(s) your LEA aims to administer in the 2013-2014 school year; and
- (ii) whether your LEA will utilize state assessment data in the educator evaluation and support system in 2013-14.

Please submit your choices using the District Choice Form at the end of this memorandum by **October 18, 2013**. The flexibilities sought in the three areas of student assessment options, district and school accountability, and educator evaluation and support are explained in greater detail on the following pages.

1. Student Assessment Options: The following options are available for 2013-14.

Assessment Options: Grades 3-8	Assessment Options: High School
<ul style="list-style-type: none"> • All students in grades 5 and 8 will take the Science Connecticut Mastery Test (CMT) <p><i>AND:</i></p>	<ul style="list-style-type: none"> • All students in grade 10 will take the Science Connecticut Academic Performance Test (CAPT) <p><i>AND:</i></p>
<ul style="list-style-type: none"> • CMT in grades 3-8 for English language arts (ELA) and Mathematics, <i>OR</i> • the Smarter Balanced Field Test (SB-FT) in grades 3-8 for ELA and Math, <i>OR</i> • both the CMT and the SB-FT*. 	<ul style="list-style-type: none"> • the CAPT in grade 10 for ELA and Mathematics <i>OR</i> • the SB-FT in grade 11 for ELA and Mathematics <i>OR</i> • both the CAPT and SB-FT*.

*The choice to administer both assessments indicates that the district will test all students in the respective grades with both assessments.

Districts indicating assessment options that include the SB-FT should consider that student performance data may be limited and available later than usual – in fall 2014 (Smarter Balanced currently estimates November 2014, though this timing is subject to revision).

Additionally, the SB-FT administered in 2014 will not include a paper-pencil option. As such, LEAs must have the necessary computer devices and network requirements and specifications in order to select this option. The CMT/CAPT and Skills Checklist will continue to be paper-pencil tests and the Modified Assessment System (MAS) will continue to be administered via the online portal. Additional information on Skills Checklist and MAS administration will be forthcoming.

The CMT/CAPT administration window will continue to be during March in 2014. The SB-FT administration window will be assigned, district by district, and will occur between February and June 2014. The length of a district’s field testing window may vary based on district size.

Regardless of district assessment choice, students with disabilities must be provided with all required accommodations and modifications, as per their Individualized Education Plans (IEP). Guidance regarding any planning and placement team (PPT) actions and/or IEP modifications, as required for compliance with the Individuals with Disabilities Education Act (IDEA), will be forthcoming.

The CSDE is also aware that performance on the CMT/CAPT is an integral component of the criteria used to determine exit from English language instruction programs for English

Language Learners (ELLs). Guidance on determining exit of ELLs for districts that may choose the SB-FT will be forthcoming.

For questions regarding the student assessment options, please contact Dianna Roberge-Wentzell at 860-713-6775 or Dianna.Roberge-Wentzell@ct.gov.

2. District and School Accountability

Currently, per federal requirements, Connecticut must evaluate the performance of districts and schools annually on results from standardized assessments to determine their attainment of annual measureable objective targets.

In May 2012, the USED approved Connecticut's flexibility request (or waiver), allowing the State to establish a new accountability system. Per this flexibility, Connecticut uses the results from CMT/CAPT assessments to calculate a School Performance Index (SPI). The SPI recognizes and values improvement in student achievement at all performance levels; the old system only recognized movement of students from "not proficient" to "proficient." SPI performance targets are also set based on the expectation that all students will perform at the higher state "goal" level on the majority of tests.

The CSDE is currently evaluating 2012-13 data to compare the performance of schools against their customized annual performance targets (i.e., SPI targets) and to determine whether all students as well as those from traditionally underperforming subgroups (e.g., English Language Learners, students with disabilities, Black students, and Hispanic students) are meeting established targets. In 2013-14, however, the CSDE will only be able to calculate an SPI and evaluate progress against performance targets for those districts that administer the CMT/CAPT; for districts that administer the SB-FT, the CSDE will be unable to calculate an SPI.

Therefore, as permitted in the flexibility guidance, the CSDE will seek approval from the USED to carry forward the 2012-13 federal accountability determinations for an additional year (to 2013-14) for schools and districts that administer the SB-FT. In addition, the CSDE is in dialogue with federal colleagues regarding the possibility of carrying forward the 2012-13 accountability determinations even for those schools and districts that choose to administer the CMT/CAPT in 2013-14. However, until the CSDE receives a final federal response on this point, districts and schools that administer the CMT/CAPT in 2013-14 should operate under the assumption that results from those assessments will be used to evaluate the attainment of annual measureable objective targets, as this assumption is likely to be confirmed by the USED. Also, regardless of test choice, the CSDE is required to continue reporting CMT/CAPT Science achievement results in 2013-14 for all schools and districts.

Please note that this waiver does not affect Connecticut's ability to classify all schools this fall 2013, after SPIs are calculated for 2012-13, into one of the following five categories: Excelling, Progressing, Transitioning, Review (including Focus), and Turnaround. These

classifications will remain in effect until all schools are reclassified after the SB operational test in 2014-15.

For questions regarding district and school accountability, please contact Ajit Gopalakrishnan at 860-713-6888 or ajit.gopalakrishnan@ct.gov.

3. Educator Evaluation and Support

As a result of Connecticut's education reform legislation (Public Act 12-116), passed in 2012, Connecticut LEAs are expected to incorporate student assessment data in Connecticut's educator evaluation and support system. As outlined in the Guidelines for Educator Evaluation (June 2012), 45% of a teacher's annual summative evaluation is based on student outcomes as measured by standardized and non-standardized assessments, as available and appropriate. For teachers in tested grades and subjects, half of the 45% (22.5%) must incorporate state assessment data.

Connecticut's new administrator evaluation and support system requires that 45% of the annual summative evaluation be based on multiple student learning indicators. Half of this component (22.5%) is determined using a district's or school's progress from year to year and progress on subgroups through the District or School Performance Index (DPI or SPI), which is calculated using state assessment data.

To support LEAs that are prepared to transition to the CCSS-aligned assessments, the CSDE offers a new element of choice: LEAs have the option of whether or not to incorporate state standardized student assessment data for educator evaluation and support purposes in the 2013-14 school year. It is expected that districts will be required to incorporate state test data, where appropriate, in educator evaluation in the 2014-15 academic year.

Please note that in the 2013-14 transition year, the Guidelines provide for other assessments to be used in the absence of state assessment data. For instance, if a district doesn't require the use of state assessment data in the 2013-14 year, then the 45% would be composed of 22.5% locally-available assessments (standardized assessments for those grades and subjects where available and appropriate) and the other 22.5% based on a minimum of one non-standardized indicator and a maximum of one additional standardized indicator (in accordance with the Guidelines). If there are no standardized assessments available and/or appropriate, then the educator's 45% would be based fully on non-standardized indicators in the 2013-14 year.

The Guidelines provide for similar flexibility with respect to the administrator evaluation and support model. For districts that administer the SB-FT only, it will not be possible to calculate an overall SPI or DPI for 2013-14. In this instance, the Guidelines state that, "...the entire 45% of an administrator's rating on student learning indicators shall be based on the locally-determined indicators [as] described in subsection [3.3(1)(b)]." These locally-determined indicators would also comprise the 5% Whole-School Student Learning Indicator

rating for teachers, unless they have chosen to incorporate Student Feedback for the teacher's 5% component.

For questions regarding educator evaluation and support, please contact Shannon Marimon at 860-713-6816 or Shannon.Marimon@ct.gov.

The CSDE remains committed to supporting LEAs as they move to the CCSS and college and career ready assessments. We believe that local decision-making coupled with state support is the best way to serve our students during this time of transition. Please submit your choices using the District Choice Form at the end of this memorandum by **October 18, 2013**.

Thank you.



District Choice Form for 2013-14

Instructions:

- Please complete, sign, scan and email this form to Jeanne Newton at Jeanne.Newton@ct.gov by October 18, 2013.

District Name:

Student Assessment Choice (pending approval by USED)

Assessment Options: Grades 3-8	Assessment Options: High School
Please choose one: <input type="radio"/> CMT ELA and Math in grades 3-8 <input checked="" type="radio"/> SB-FT ELA and Math in grades 3-8 <input type="radio"/> Both SB-FT and CMT in grades 3-8	Please choose one: <input type="radio"/> CAPT ELA and Math in Grade 10 <input checked="" type="radio"/> SB-FT ELA and Math in Grade 11 <input type="radio"/> Both CAPT and SB-FT
Required: <input checked="" type="checkbox"/> CMT Science in Grades 5 and 8	Required <input checked="" type="checkbox"/> CAPT Science in Grade 10

Evaluation Choice (pending approval by USED)

My LEA chooses to include the 2014 state assessment results within our educator evaluation and support plan for the 2013-14 school year. (*Note: A selection of "No" constitutes a request to amend the district's state approved educator evaluation and support plan for 2013-14. Please be advised that plan amendments must appropriately involve the local or regional board of education and the professional development and evaluation committee for the school district as described in Section 10-151b of the Connecticut General Statutes, as amended by Public Act 13-245, and must be adopted by the local or regional Board of Education.*)

Yes No

Signature of Authorized Representative

Date

Print Name (please print legibly)

Title

ENCLOSURE NO. 7

OCT 22 2013

October 22, 2013

Recommended Changes to the Fairfield Administrator Evaluation Plan

The CT System for Educator Evaluation and Development (SEED) state model was piloted by ten districts/consortia of districts in the 2012-2013 school year. The educators in these districts have provided feedback to the CSDE and the NEAG Implementation Study Team throughout the year to inform possible changes to the model that would adhere to its original design principles yet offer greater clarity and guidance for implementation. Additionally, other stakeholder groups, including RESC partners, non-pilot teachers and leaders, higher education representatives and union leaders were invited and encouraged to contribute to a revised model that would aim to create a comprehensive approach to supporting and developing Connecticut's educators.

The 2013 SEED Handbook will be released this summer with the following proposed changes to the administrator model, pending State Board of Education approval.

40%- Observation of Leadership Practice

- A change was made to the required number of on-site observations of assistant principals (the underlined section in the paragraph below reflects this change):

Evaluators of administrators, inclusive of assistant principals, must conduct at least two school site observations for any administrator and should conduct at least four school site observations for administrators who are new to their district, school, the profession or who have received ratings of *developing* or *below standard*.

Note: this is a change to the Guidelines for Educator Evaluation and requires adoption by the SBE.

10%- Stakeholder Feedback

- As required by the Guidelines with respect to the teacher model, it is recommended that school governance councils assist in the development of whole-school stakeholder surveys, if applicable, in order to encourage alignment with school improvement goals. This language is now explicit, with respect to stakeholder surveys, in the 2013 SEED Handbook.

45%-Student Learning

The 2013 SEED model moves away from the use of static School Performance Index (SPI) as a state measure of academic learning to a focus on the use of SPI progress and SPI subgroup progress as two measures of student academic learning within the state's accountability system:

1. School Performance Index (SPI) progress — changes from baseline in student achievement on Connecticut's standardized assessments [Connecticut Mastery Test (CMT) and the Connecticut Academic Performance Test (CAPT)].

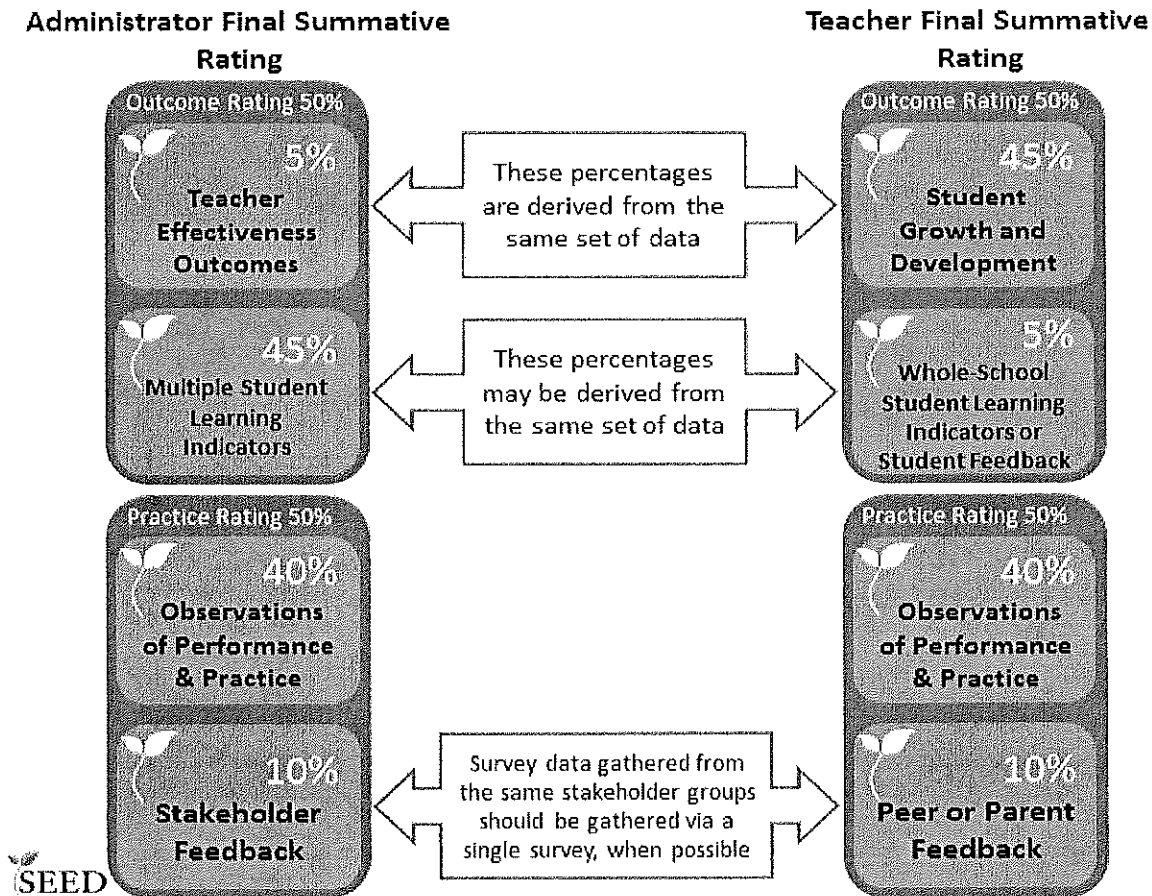
2. SPI progress for student subgroups — changes from baseline in student achievement for subgroups on Connecticut’s standardized assessments.

Scores are weighted to emphasize improvement in schools below the state’s SPI target of 88 and to emphasize subgroup progress and performance in schools above the target. While districts may weigh the two measures according to local priorities for administrator evaluation, the following weights are proposed in SEED:

SPI Progress	100% minus subgroup %
SPI Subgroup Progress	10% per subgroup, up to 50%

5%- Teacher Effectiveness Outcomes

- No proposed changes other than clarification on the name of this component to include the term “Outcomes.” See graphic for a clear illustration of common areas of accountability that connect teacher and administrator evaluation models.



Determining Summative Ratings

- An administrator's summative rating is determined using a parallel process described for teacher evaluation SEED model. Multiple decision rules have been omitted to determine a summative rating.

PRACTICE: Leadership Practice (40%) + Stakeholder Feedback (10%) = 50%

The practice rating is derived from an administrator's performance on the six performance expectations on the CCL: CT Leadership Rubric and performance on the stakeholder feedback target. Evaluators record a rating for both and apply weightings. This forms the basis of the overall practice rating.

OUTCOMES: Student Learning (45%) + Teacher Effectiveness Outcomes (5%) = 50%

The outcomes rating is derived from two student learning measures (state test results and student learning objectives (SLOs)) and teacher effectiveness outcomes. State reports provide progress toward SPI target and assessment results. Evaluators record a rating for the student learning objectives agreed to at the beginning of the year. SPI progress and SLO progress combine for a 45% Student Learning

rating. The progress teachers' made on targets set for their SLOs informs the 5% Teacher Effectiveness Outcomes rating for the administrator. These two ratings form the basis of the overall outcomes rating.

- There has been a change in the matrix used to determine summative ratings to align with mathematical calculations rounding up at .5 or above. This same matrix applies to administrator and teacher evaluation and support systems.

		Overall Practice Rating			
		4	3	2	1
Overall Outcomes Rating	4	Rate Exemplary	Rate Exemplary	Rate Proficient	<i>Gather further information</i>
	3	Rate Exemplary	Rate Proficient	Rate Proficient	Rate Developing
	2	Rate Proficient	Rate Proficient	Rate Developing	Rate Developing
	1	<i>Gather further information</i>	Rate Developing	Rate Developing	Rate Below Standard

- As well, additional required components will be added to the 2013 SEED Handbook, including:
 - Dispute-Resolution Process
 - Improvement & Remediation Process
 - Definition of Effectiveness and Ineffectiveness
 - Evaluation-Informed Professional Learning
 - Career Development and Growth

- ◆ The objectives are based on a review of student characteristics (e.g., mobility, attendance, demographic and learning characteristics) relevant to the assessment of the administrator against the objective.
- ◆ The professional resources are appropriate to supporting the administrator in meeting the performance targets.
- ◆ We describe the broader purpose and structure of this conversation later.
- The principal and evaluator collect interim data on the SLOs to inform a mid-year conversation (which is an opportunity to assess progress and, as needed, adjust targets) and summative data to inform summative ratings.

Based on this process, administrators receive a rating for this portion, as follows:

Exemplary	Proficient	Developing	Below Standard
Met all 3 objectives and substantially exceeded at least 2 targets	Met 2 objectives and made at least substantial progress on the 3rd	Met 1 objectives and made substantial progress on at least 1 other	Met 0 objectives OR Met 1 objective and did not make substantial progress on either of the other 2

*During the 2013-2014 school year, the 45% rating for an administrator will be based on the success of targets established for their SLOs using only locally determined measures (pending US Department of Education approval of CT ESEA waiver request).