

BOARD OF EDUCATION
FAIRFIELD PUBLIC SCHOOLS
FAIRFIELD, CT

**Strategic Plan
Program Committee**

Monday, November 23, 2009
Education Center
501 Kings Highway East
Superintendent's Conference Room
4:00 – 5:30 p.m.

Minutes

I. Call to Order

Dr. Rosato called the meeting to order at 4:00p.m. In attendance were: Dr. Rosato, Chris Geissler, Marlene Cavagnuolo, Mike Rafferty, Connee Dawson, Susan Battersby, Barbara Giaquinto, Andrea Leonardi, Ann Leffert, Greg Hatzis, Karen Eaker and Richard Joslin.

II. Update on plan 5-1: Provide for high quality and appropriate special education staff.

Andrea Leonardi and the special education supervisors provided a review of the process currently in use to ensure for a high quality special education staff. The process includes looking at prevalence rates within the district and in surrounding districts, the nature and severity of the student needs, projections coming out of the Early Childhood Center and Birth to 3 programs and the overall caseloads of the special ed staff in comparison to other like districts. It was noted that the “unknown” factors such as students moving into the district can be problematic regarding staffing. Andrea also reviewed the continuum of services that are offered in the district and the work being done to support collaboration, differentiation and school wide positive behavioral supports. Following this, Andrea reviewed the professional development provided to new teachers, however she also discussed the need to revisit this and add to it for future years. A brief discussion ensued and a few questions were asked. Andrea will generate a document outlining the steps taken in special education to address this action step.

III. Update on plan 5-4: Provide appropriate instructional time and staffing for all curricular areas K – 8.

Dr. Rosato reviewed the work of the K-5 scheduling subcommittee. Various models for scheduling have been explored and reviewed, each with positives and negatives. More work is currently underway. Each elementary principal is reviewing their schedule within the following parameters: Provide quality instructional time, protect the time allotted for specials, protect language arts and math instructional blocks and provide 150 minutes of individual planning time and another 60 minutes of common time each week per teacher. The elementary principals will report back on their progress at the next level meeting. The middle school principals discussed their schedules, acknowledging that there was a fair

amount of time for teachers to collaborate given the team approach currently in place at the middle schools. Some additional staff resources such as Math Resource teachers or Gifted Resource teachers would help. It was noted that the current schedules work well for teacher collaboration – but are not ideal when students need extra help because the time must be found somewhere within the day. They will continue to review their schedules for improvements.

IV. Plan next meeting date

The next meeting is planned for December 21 at 3:00. A discussion of summer school is on the agenda

V. Open Discussion - none

VI. Adjournment – the meeting adjourned at 5:20 p.m.