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**Special Meeting Notes
Fairfield BoE; May 15, 2014**

Call to order of the Special Meeting of the Board of Education and Roll Call

Chairman Philip Dwyer called the Regular meeting to order at 7:45PM. Present were members Eileen Liu-McCormack, John Convertito, Donna Karnal, Jessica Gerber, Philip Dwyer, Paul Fattibene, Jennifer Maxon-Kennelly (arrived 8:10pm), John Llewellyn and Marc Patten. Others present were Deputy Superintendent Karen Parks, and approximately 40 members of the public.

Mr. Convertito moved/Mr. Fattibene seconded to suspend the rules and allow for public comment. After some discussion, the motion was withdrawn.

Mr. Convertito moved/Mrs. Gerber seconded to insert an item -- Public Comment -- into the agenda after item #2. Motion passed 8-0 (Mrs. Maxon-Kennelly was not present at this time).

Discussion and Approval of Board of Education By-Laws

Mrs. Gerber moved/Mrs. Maxon-Kennelly seconded the recommended motion, "that the Board of Education By-Laws be approved as amended"

Amendment #1

Mr. Fattibene moved/Mrs. Gerber seconded to amend the By-Laws as per enclosure #2 as written below

Paul Fattibene, Page 2, Article II Section 3, Duties of officers (8230)

- 1) **The chairman shall have the responsibility for setting the agenda at each meeting. In setting the agenda the Chairman shall consider the recommendations of the Superintendent and confer with the Vice Chairman and Secretary.**
- 2) *The Chairman shall preside over all meetings of the Board, but the Chairman's status as presiding officer shall not impair the Chairman's right or duty to vote on any matter before the Board.*

(remaining numbering of section to be renumbered accordingly)

Motion passed 9-0.

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Amendment #2

Mr. Dwyer moved/ Mrs. Gerber seconded to amend the By-Laws as per enclosure #3 as written below

Phil Dwyer – Article V Meetings – paragraph 4 – Order of business (8540)

Motion to replace the existing Order of Business with the replacement order of business as shown.

- 1. Call to Order and Roll Call*
- 2. Pledge of Allegiance*
- 3. Student Reports*
- 4. Public Comment*
- 5. Presentations*
- 6. Old Business*
- 7. New Business*
- 8. Approval of Minutes*
- 9. Superintendents Report*
- 10. Committee/Liaison Reports*
- 11. Adjournment*

Mr. Fattibene moved/Mr. Llewellyn seconded to amend the motion to include "Open Board Comment" as Item #11, moving "Adjournment" to Item #12. Motion passed 6-3 (Mrs. Liu-McCormack, Mr. Convertito, Ms. Karnal, Mr. Fattibene, Mr. Llewellyn, Mr. Patten in favor; Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly against).

Mrs. Liu-McCormack moved/Mr. Llewellyn seconded to amend the motion to include "Public Comment" as Item #11, with "Open Board Comment" as Item #12 and "Adjournment" as Item #13. Motion failed 4-5 (Mrs. Liu-McCormack, Ms. Karnal Mr. Fattibene, Mr. Llewellyn in favor; Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly, Mr. Patton against).

Mrs. Liu-McCormack moved/Mr. Llewellyn seconded to amend the motion to include "Future Business – Future agenda items to be discussed" as Item #11, with "Open Board Comment" as Item #12 and "Adjournment" as Item #13. Motion failed 4-5 (Mrs. Liu-McCormack, Ms. Karnal Mr. Fattibene, Mr. Llewellyn in favor; Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly, Mr. Patton against).

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Mr. Patten moved/Mr. Convertito seconded to call the question. Motion passed 6-3 (Mr. Convertito, Ms. Karnal, Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly, Mr. Patten in favor; Mrs. Liu-McCormack, Mr. Fattibene, Mr. Llewellyn against).

The original amendment by Mr. Dwyer, amended by Mr. Fattibene, passed 5-3-1 (Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly, Mr. Patten in favor; Mrs. Liu-McCormack, Mr. Fattibene, Mr. Llewellyn against; Ms. Karnal abstained). New order of business for BoE meetings is as follows:

1. *Call to Order and Roll Call*
2. *Pledge of Allegiance*
3. *Student Reports*
4. *Public Comment*
5. *Presentations*
6. *Old Business*
7. *New Business*
8. *Approval of Minutes*
9. *Superintendents Report*
10. *Committee/Liaison Reports*
11. *Open Board Comment*
12. *Adjournment*

Amendment #3

Donna Karnal

Motion to amend Article V Meetings – paragraph 4 – Order of Business (8540)

Ms. Karnal moved/Mrs. Liu-McCormack seconded to amend the Order of Business and change item #5 from “Presentations” to “Outside Presentations”, and add a new item – “Inside Presentations” to be placed as Item # 8, after “New Business” and before “Approval of Minutes”. Motion failed 3-6 (Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn in favor; Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Patten against).

Amendment #4

Paul Fattibene

Page 9, Article V, Section 3

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Mr. Fattibene moved/Mrs. Liu-McCormack seconded to amend the By-Laws as per enclosure # 5, as written below.

1) The agenda is designed for the guidance and information of the Board and to inform the public of items of business to come before the Board. Additional items, not included in the filed agenda, may be considered and acted upon at such meetings upon the affirmative vote of two-thirds (2/3) of the members of the Board present and voting.

2) If an item is requested to be placed on the agenda by at least three (3) Board members, the Chairman shall place the item on the agenda of a regular meeting within thirty-five days (35) or at the next Regular meeting

Mr. Llewellyn made a friendly amendment to change "three (3) Board members" to "four (4) Board members", which was not accepted by Mr. Convertito.

Mr. Llewellyn moved/Ms. Karnal seconded to change "three (3) Board members" to "four (4) Board members". Motion failed 4-5 (Mrs. Liu-McCormack, Ms. Karnal, Mr. Fattibene, Mr. Llewellyn in favor; Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly, Mr. Patten against).

Original amendment failed 4-5 (Mrs. Liu-McCormack, Ms. Karnal, Mr. Fattibene, Mr. Llewellyn in favor; Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly, Mr. Patten against).

Amendment #5

John Convertito

Article 1, Section 3, Paragraph C – Secretary (8230)

Mr. Convertito moved/Mrs. Gerber seconded to amend the By-Laws as per Enclosure #6, as written below.

"The Secretary shall perform all functions prescribed or that office by State Law and such other duties as the Board shall from time to prescribe. The Secretary shall be responsible for the minutes of Board meetings and shall certify by his or her signature the minutes of each meeting in the original record. The minutes shall ~~accurately record the essence of discussions during the Board meetings without discrimination based on viewpoint,~~ be written in conformance with the provisions of Robert's Rules of Order, Article XV, Section 48, as described on pages 468 to 471 of the current edition of Robert's Rules. Minutes shall contain a notice in bold type indicating that the full meeting recording can be obtained from the District and list any other forms that may be available to the public. Minutes shall be open to public inspection under such regulations for the safeguarding of its records as the Board shall from time to time adopt."

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Mr. Fattibene moved/Mrs. Liu-McCormack seconded to amend the motion

*“The Secretary shall perform all functions prescribed or that office by State Law and such other duties as the Board shall from time to prescribe. The Secretary shall be responsible for the minutes of Board meetings and shall certify by his or her signature the minutes of each meeting in the original record. The minutes shall ~~accurately record the essence of discussions during the Board meetings without discrimination based on viewpoint,~~ **contain a list of the speakers on each side of every question with an abstract of each address. Minutes shall contain a notice in bold type indicating that the full meeting recording can be obtained from the District and list any other forms that may be available to the public.** Minutes shall be open to public inspection under such regulations for the safeguarding of its records as the Board shall from time to time adopt.”*

Motion passed 6-3 (Mrs. Liu-McCormack, Mr. Convertito, Ms. Karnal, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Llewellyn in favor; Mrs. Gerber, Mr. Dwyer, Mr. Patten against).

Amendment #6

John Llewellyn

Article 1 – Responsibilities and Authority (8100-Responsibilities of the Board, Section B, items 1-5)

Mr. Llewellyn moved/Mrs. Liu-McCormack seconded to amend the By-Laws as per enclosure #7, as written below.

B. The Board shall:

- 1) ~~Employ an able and qualified Superintendent of Schools (the “Superintendent”)~~ **Select, retain and evaluate the superintendent of schools, who serves as the district’s chief executive officer and implements board policy***
- 2) ~~Adopt policies to govern the operation of the School District~~ **Develop, implement and monitor the district’s policies, including short- and long-term goals and objectives. These policies serve as the road map for the school district. These policies give direction to the administration and staff and become the foundation for accountability.***
- 3) ~~In collaboration with the administration, communicate the School District’s educational program to the community~~ **Build public support and understanding of public education. This means communicating and interpreting the school district’s mission to the public, listening to the community, and when appropriate, incorporating citizens’ views into the discussions and actions of the Board.***

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4) ~~Keep apprised of, evaluate and attend to the School District's present and future educational needs as recommended by the administration~~

Develop, approve and monitor implementation of the budget, which provides resources for the educational priorities of the school district

5) ~~Propose an annual budget and capital improvement project request and advocate for its passage~~

As agents of the State, the Board of Education will uphold and enforce all laws, rules, regulations and court orders pertaining to public schools.

Amendment #7

Eileen Liu- McCormack

Article IV – Methods of Operation 8400 – By Law 8450: Short Term Goals, Objectives and Action Plans

- 1) By the start of each school year, the Board of Education shall formulate (June meeting) and approve (August/September meeting) specific Short term Goals, Objectives and Action Plans which define the District's priorities for the academic school year.*
- 2) The Board of Education Short Term BoE Goals, Objectives and Action Plans shall be in alignment with the BoE mission statement, long term educational goals ("Long Term Goals"), as well as the school district's 5 year strategic plan.*
- 3) These BoE Goals, Objectives and Action Plans shall strive to be specific, measurable, achievable, relevant and define a specific time frame.*
- 4) Discussion and amendment of BoE Short Term Goals, Objectives and Action Plans shall occur at the November and December meetings, respectively.*
- 5) Board of Education annual Short Term Goals and Objectives shall address a) Student Achievement, b) Fiscal Management, c) Board of Education Effectiveness, d) Human Resources, e) Facilities, and f) Other Special Objectives*
- 6) The Board of Education shall develop, in collaboration with the Superintendent, an Action Plan for each Short Term Goal and Objective to be accomplished during the current academic year, unless otherwise specified.*
- 7) The Board of Education shall, in collaboration with the Superintendent, review progress toward achieving the stated Short Term Goals and Objectives utilizing district outcomes available for December, March and June, respectively.*

Article IV – Methods of Operation 8400 – By Law 8460: Strategic Plan

In November of each year, the Board of Education shall review and update the District's five year Strategic Plan. The Board, in cooperation with the Superintendent, will publicly assess progress against the existing 5 year Strategic plan, discuss outcomes and recommend adjustments to the plan that may be required due to changes in student or employee demographics, legislative and regulatory climate or educational requirements, that may change from year to year.

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M moved/M. seconded to suspend the rules to extend beyond 11PM.
Motion passed 9-0.

Mrs. Maxon-Kennelly moved/ seconded to divide the question. Motion failed 1-6-2 (Mrs. Maxon-Kennelly in favor; Mrs. Liu-McCormack, Ms. Karnal, Mr. Dwyer, Mr. Fattibene, Mr. Llewellyn, Mr Patten against; Mr. Convertito, Mrs. Gerber abstained).

Mr. Fattibene moved/seconded to refer amendments 7 & 8 to an Ad Hoc committee to report back to the Board at a September meeting. Motion passed 5-4 (Mrs. Liu-McCormack, Ms. Karnal, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly in favor; Mr. Convertito, Mrs. Gerber, Mr. Llewellyn, Mr. Patten against).

Amendment #8

Phil Dwyer

Article V Meetings – paragraph 9 -- Parliamentary Procedure

Mr. Dwyer moved/Mrs. Maxon-Kennelly seconded to amend the By-Laws as per enclosure #9, as written below.

*Unless otherwise provided in the By-Laws, the Board shall conduct all of its business in accordance with **the current edition** of Robert's Rules of Order **Newly Revised 10th Edition** (Perseus Publishing, Cambridge, Massachusetts)*

Motion passed 9-0.

Amendment #9

9) Marc Patten

Article VI – Amendments (8600)

Mr. Patten moved/Mr. Convertito seconded to amend the bylaws as per enclosure #10, as written below.

*The by-laws may be amended by a **two thirds** ~~the affirmative~~ vote of the entire membership of the Board, at any Regular meeting or Special Meeting of the Board, provided that a copy of the proposed amendment shall have been included in the call of the meeting. , ~~except that it shall not be necessary to include proposed amendments in the call for an Organization Meetings when the By laws are reviewed.~~*

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Mr. Fattibene moved/Mr. Convertito seconded to postpone the amendment until the second regular meeting after the presentation of the Ad Hoc committee related to this meeting's items 7 & 8. Motion passed 8-1 (Mrs. Liu-McCormack, Mr. Convertito, Ms. Karnal, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Llewellyn in favor; Mr. Patten against).

The original motion, moved by Mrs. Gerber/seconded by Mrs. Maxon Kennelly – “that the Board of Education By-Laws be approved as amended” – passed 6-3 (Mrs. Liu-McCormack, Mr. Convertito, Ms. Karnal, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Llewellyn in favor; Mrs. Gerber, Mr. Dwyer, Mr. Patten against).

Adjournment

Ms. Karnal moved/Mr. Convertito seconded the recommended motion “that this Regular Meeting of the Board of Education adjourn”. Motion passed 9-0. Meeting adjourned 11:35PM.