



Board of Education Regular Meeting Agenda
501 Kings Highway East, 2nd Floor Board Conference Room
January 28, 2020
7:30 PM

1. Call to Order of the Regular Meeting of the Board of Education and Roll Call
2. Pledge of Allegiance
3. Student Reports
 - Fairfield Ludlowe High School: Ms. Phillips, Ms. Denny, Mr. Graber
 - Fairfield Warde High School: Ms. Solari, Mr. Murphy
4. Public Comment*
5. Presentation
 - A. Recognition of FCIAC Hall of Fame Inductees
 - Mr. Reisert, Fairfield Ludlowe High School Girls' Varsity Tennis Coach
 - Mr. Shaughnessy, Fairfield Warde High School Wrestling Coach
 - B. Technology Plan Presentation, Ms. Byrnes
(Enclosure No. 1)
6. Old Business
 - A. Update: Environmental Testing at School Sites
 - B. Adoption of Policy 2132, Central Office Administration
Recommended Motion: "that the Board of Education adopt Policy 2132, Central Office Administration"
7. New Business
 - A. Adoption of a Recommended Budget for 2020-2021 Fiscal Year
Recommended Motion: "that the Board of Education approve an operating budget in the amount of \$----- as presented, to be forwarded to the Town of Fairfield"
 - B. Quarterly Financial Report, Mrs. Munsell
(Enclosure No. 2)
 - C. 2019 Board of Education Goal Update
 - D. First Reading of Board of Education Handbook Additions
(Enclosure No. 3)
 - E. First Reading of Board of Education By-Law Amendments
(Enclosure No. 4)
8. Approval of Minutes
Recommended Motion: "that the Board of Education approve the 1-7-2020 BoE Regular Meeting Minutes"
(Enclosure No. 5)

9. Superintendent's Report
10. Committee/Liaison Reports
11. Open Board Comment
12. Public Comment*
13. Adjournment

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

**During this period the Board will accept public comment on items pertaining to this meeting's agenda from any citizen present at the meeting (per BOE By-Law, Article V, Section 6). Those wishing to videotape or take photographs must abide by CGS §1-226.*

CALENDAR OF EVENTS

February 11, 2020 Regular Meeting	7:30 PM	501 Kings Hwy East 2 nd Floor Board Conference Room
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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 the office of Special Education, 501 Kings Highway East, Fairfield, CT 06825, Telephone: (203) 255-8379.

**FAIRFIELD BOARD OF EDUCATION
AGENDA ITEM**

Enclosure No. 1
January 28, 2020

For Consideration by the Board of Education at the Meeting of: Jan 28, 2020

Prepared By: Nancy Byrnes, Director of Information Technology

Presented By: Nancy Byrnes, Nicki Callahan, Clare Stafstrom and Carolyn Waters

Attachments: TBD

Subject: Technology Steering Plan 2018-2023 Presentation

Relation to District Improvement Plan: Staff Work Plan under communicators and collaborators, and under Resources

Background: The Technology Steering Committee met last school year to update the plan written in 2015 to update the status area, and set new goals. These goals align with the DIP

Status: Completed.

RECOMMENDATION:

There is no action required on this item.

Recommended by the Superintendent:

Mike

Agenda Item # 5B



FAIRFIELD
PUBLIC SCHOOLS

PRESENTATION TO THE BOARD OF EDUCATION
JANUARY 28, 2020
TECHNOLOGY PLAN 2018-2023



THE PLAN CONTENTS

- Five key components
- Where we are and where we are headed
- Four goals with action plans



KEY DEPARTMENTAL FOCUSES

- Secure use of resources by students and faculty
- Accessibility
- Quality and Security of Resources
- Maintenance and Enhancement of Infrastructure



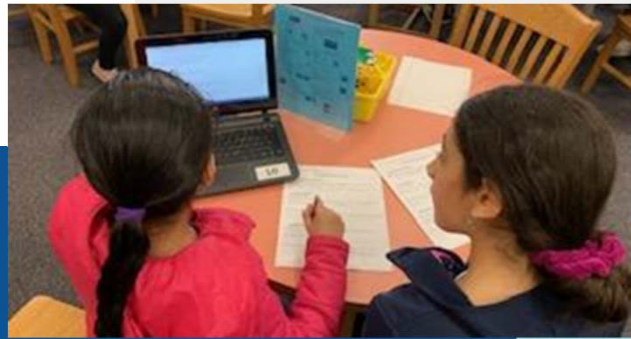
GOALS AND ACTION PLAN

- Engaging and Empowering Learning Experiences
- Assessment
- Connected Teaching and Learning
- Infrastructure for Teaching and Learning



ENGAGING AND EMPOWERING LEARNING

- ISTE skills for students
- Incorporation of instructional technology
- Curate, insure and secure resources



Empowered
Learner

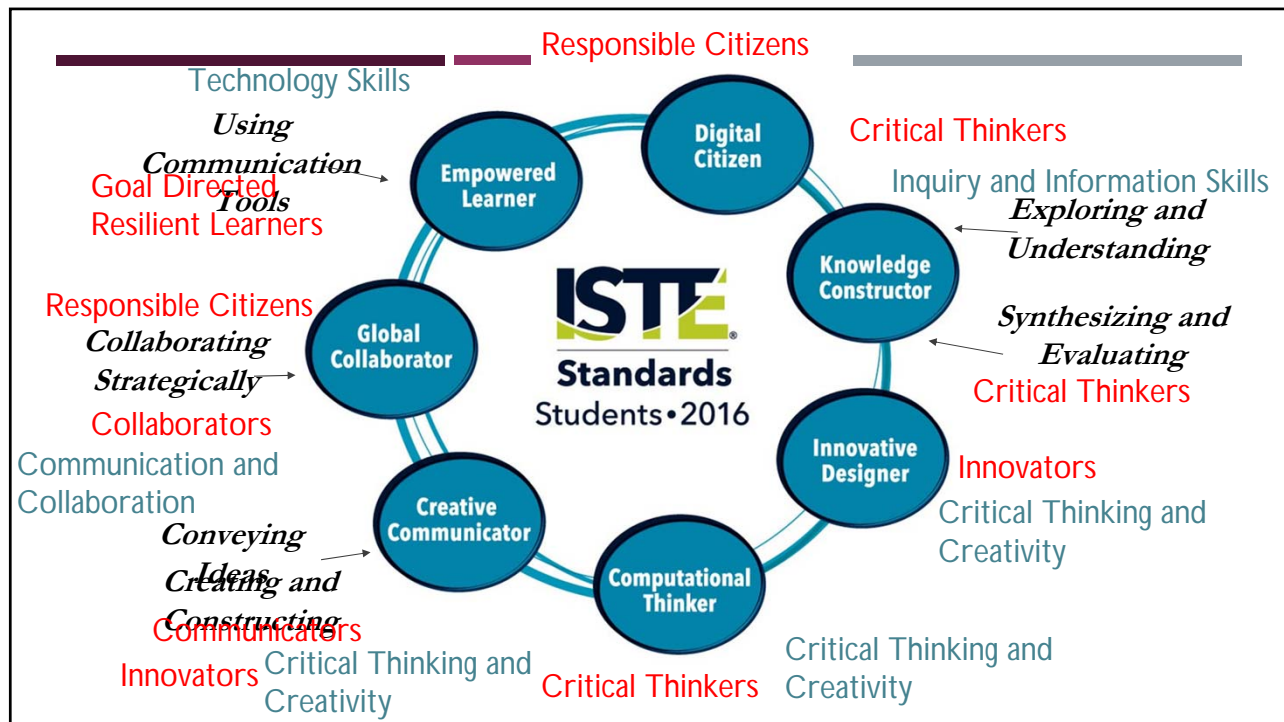
Digital
Citizen

3 Knowledge Constructor

Students critically curate a variety of resources using digital tools to construct knowledge, produce creative artifacts and make meaningful learning experiences for themselves and others.

- | | |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3a | Students plan and employ effective <u>research strategies</u> to locate <u>information and other resources</u> for their intellectual or creative pursuits. |
| 3b | Students evaluate the <u>accuracy, perspective, credibility and relevance</u> of information, media, data or other resources. |
| 3c | Students <u>curate</u> information from digital resources using a <u>variety of tools and methods</u> to create <u>collections of artifacts</u> that demonstrate <u>meaningful connections or conclusions</u> . |
| 3d | Students <u>build knowledge</u> by actively <u>exploring</u> real-world issues and problems, developing ideas and theories and pursuing answers and solutions. |

Thinker



ASSESSMENT

- Match tools to the acquired assessments
- Promote teacher access and use of data analytics for instructional and student achievement



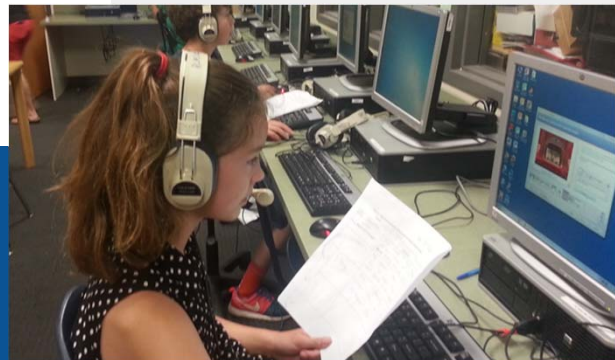
CONNECTED TEACHING AND LEARNING

- Continual curation of resources; adoption and effectiveness
- Increase support capacity for faculty



INFRASTRUCTURE FOR TEACHING AND LEARNING

- Maintain and enhance infrastructure
 - WiFi; Printing
 - Access for students without Internet at home
 - Continually review processes, procedures and tools to maintain security of district and student information
 - Standardize the path for faculty to request resources
 - Leverage resources available from other sources



Questions?



Fairfield Public Schools

2019 – 2020

Quarterly Financial Report as of December 31, 2019

Summary

As of December 31, 2019, Fairfield Public Schools is managing to balance the district budget for the June 30, 2020 fiscal year-end, with the addition of the \$141,768 budget transfer approved by the Board of Finance for fill pile expenses. The budget shortfall in special education is fairly consistent, however, a shortage in health insurance is currently offset with savings in electricity. Savings in staff salaries, regular transportation, legal fees, and miscellaneous accounts are helping offset deficits. In addition, \$85,000 in capital funds are on hold to help balance the budget.

Personnel Services

Personnel services is the single largest budget classification at 63% of the budget or approximately \$115 million. This category includes contracted salaries, hourly wages, extra-curricular stipends and substitute pay. The largest balances in personnel services are part-time employment, staff replacement, and other services. These balances will decrease as expenses for substitutes, overtime, hourly wages, and extra-curricular stipends are paid. The Wage & Benefit balance will be depleted as settled contracts, and other budgeted contractual obligations are paid.

The overall district FTE count remains at 2.83 FTE's under budget. FTE's budgeted in the BOE budget are under budget by 3.33 FTE's, however, a .5 FTE was added in grants resulting in the net decrease of 2.83 FTE's. The total district FTE count budgeted was 1,544.33 and there are 1,541.50 actual FTE's. Additional retirements and turnover have resulted in added savings in personnel services, in addition to savings in degree changes.

Fixed Charges

The largest employee benefit is health insurance at 13% of the total budget. As mentioned in the 1st Quarter Report, there were concerns regarding shifts in categories of coverage i.e., single, two-person and family. As suspected, there has been a significant shift to family coverage, which has increased cost. There is currently almost a \$400,000 shortage in health insurance due to this shift. Minor savings in life and disability insurance, FICA, and 401(a) reduce the total shortfall in this classification.

Pupil Personnel Expenses

All special education costs, with the exception of salaries and capital are included in this category. This classification of expenditures is the most volatile, as expenses are determined by the special needs of individual students and state excess cost reimbursement for qualifying expenses. The initial excess cost reimbursement, received in February, is based on anticipated costs filed by Pupil Services in December. Based on the December filing and a 73% reimbursement, \$3.5 million in excess cost revenue is anticipated. At year-end, special education revenue i.e., Excess cost, Medicaid, Sped revenue from other districts, and grants, will help offset the deficit in special education expenses.

School Expenses

These expenditures support instruction and activities at the building level and include supplies, materials, textbooks, copying, sports and other activities. There is currently a balance of approximately \$820,000 remaining in this category. These balances are available to the schools until the year-end deadline for purchases in March.

Support Expenses

Program implementation, centrally funded instructional programs, non-special education tuition and central support operations are included here. The superintendent search was expensed last year saving \$50,000, and magnet school enrollment dropped, saving \$162,000. In addition, there are savings of \$50,000 projected in legal fees, and approximately \$15,000 savings in other medical supplies, postage, and centrally purchased supplies.

Maintenance/Operation/Transportation

Maintenance and operations, regular transportation, and certain technology accounts are within this category. The maintenance department continues to balance its budget within its departmental accounts (except utilities) with the additional \$141,768 budget transfer from the town for fill pile expenses.

Transportation has realized savings with reduced mail deliveries, and other credits, while technology has identified savings in technology service contracts and training. In addition, the largest savings in this area is about \$340,000 for electricity. The savings appear to be from an increase in solar Kwh's vs. the higher electrical rates. Heat and water projections are not included in this report since there was insufficient data available at the time of this report.

Capital

The total capital budget is approximately \$1.3 million. Of the nearly \$510,000 balance, \$85,000 has been put on hold to help balance the budget. Equipment purchases directly related to instruction or that pose a safety hazard are the highest priority when purchasing equipment, but the majority of equipment purchases are deferred until the spring.

Submitted: January 23, 2020

Doreen T. Munsell

Fairfield Public Schools
Board of Education
2019-2020 Projection
at December 31, 2019

	MAJOR CLASSIFICATION	PROJECTED 6/30/2019 BALANCES as of 12/31/2019	COMMENT
	PERSONNEL SERVICES		
1	Certified Salaries / Non-Certified Salaries	\$ 914,057	
2	Substitutes (Includes Clerical Subs)	\$ (351,103)	
3	Sped Substitutes / SE Xtra Curr	\$ (99,809)	
4	Custodial OT	\$ -	
5	Interns	\$ 52,400	
6	Community Liaisons / Mentors / CED /Security / Extra Curricular	\$ 72,066	
7	Sped Summer School Salaries / Clerical Extras / SE Interns	\$ (75,076)	
8	Wage & Benefit/Staff Replacement/Degree Changes	\$ 53,124	
9	Total Personnel Services	\$ 565,659	
	FIXED CHARGES		
10	Life Insurance / Disability	\$ 13,440	
11	Health Insurance	\$ (397,634)	Major shift to family coverage
12	FICA / Medicare	\$ 27,408	
13	Pension/401(a)	\$ 36,007	
14	Total Fixed Charges	\$ (320,779)	
	PUPIL PERSONNEL EXPENSES		
15	SPED Expenses	\$ (791,094)	
16	Pupil Trans - SE Bus Aide (Includes Summer School)	\$ (72,572)	Increased # of bus aides, predominately summer school
17	Pupil Trans - SE Contract	\$ (351,005)	Increased rates, increased days & changes in location for Out of District placements
18	Pupil Trans - SE Summer School	\$ 52,834	Budget included an add'l \$100,000 for potential increase in eligibility
19	Total Pupil Personnel Expenses	\$ (1,161,837)	
	SCHOOL EXPENSES		
20	School Balances	\$ -	
21	Total School Expenses	\$ -	
	SUPPORT EXPENSES		
22	BOE Dues and Fees	\$ 50,000	Supt search paid in 18-19
23	Legal Fees	\$ 50,000	
24	Magnet School Tuition	\$ 162,579	Magnet School grant decreased due to lower enrollment
25	Postage / Copying / Med Supp / Bus Svc Office Supp / Records Retention	\$ 14,365	
26	Total Support Expenses	\$ 276,943	
	MAINTENANCE / OPERATIONS / TRANSPORTATION		
27	Tech System & Equipment Maintenance / Tech Svc Contract / Tech Infrastructure	\$ 12,381	Tech Svc Contracts
28	Tech Training	\$ 22,500	Add'l Versatrans and Final Site training not needed. Both programs have been successfully launched
29	Pupil Trans - Contract	\$ 81,625	Change in PreK revenue / First Student Credits
30	Pupil Trans - Vocational and Magnet Schools	\$ (16,272)	Magnet Sch grant decreased - increasing cost to district
31	Pupil Trans - Other Contracted Charges	\$ 77,926	Reduction in other contracted costs (i.e. mail delivery)
32	Maintenance Service Accounts	\$ (16,472)	
33	Telephone	6,000	Savings from new phone system
34	Electric	\$ 342,327	Reduction in usage / solar savings
35	Commercial Gas/Heat	\$ -	Not enough data available at time of reporting to project heat
36	Water	\$ -	
37	Total Maintenance / Operations / Transportation	\$ 510,014	
	CAPITAL OUTLAY		
38	Special Ed Equipment	\$ 20,000	
39	Technology Equipment	\$ 41,000	On hold to balance budget
40	School Equipment	\$ 44,000	On hold to balance budget
41	Oper Plant & Equip / Risk Management	\$ 25,000	On hold to balance budget
42	Total Capital Outlay	\$ 130,000	
43	TOTAL PROJECTED BALANCE @ 6/30/20	\$ 0	
*	Projected balance reflects budget transfer of \$141,768 approved by the BOF for fill pile expenses.		

Statement of Account
Grant Revenue and Expense by Funding Source
Fairfield Public Schools
Fiscal Year 2019 - 2020

1/3/2020 9:09:22AM

	Budgeted Revenue	Revised Revenue Projection	Actual Revenue Received as of 1/3/2020	Actual Expenditures as of 1/3/2020
STATE GRANTS				
ABE STATE	1,334	1,087	1,087	0
EXCESS COST	3,503,833	3,544,623	0	0
OPEN CHOICE	255,000	237,000	0	65,373
STATE BILINGUAL GRANT	2,827	4,056	0	0
MAGNET TRANSPORTATION	42,900	27,300	13,650	13,650
TOTAL STATE GRANTS	3,805,894	3,814,066	14,737	79,023
FEDERAL GRANTS				
PERKINS	74,061	66,501	125	125
PERKINS - CTSO	6,688	6,688	0	3,738
TITLE I	316,719	346,025	92,927	116,056
TITLE II - PART A TEACHERS	131,106	130,626	35,037	38,196
TITLE III - PART A - ELL	36,042	35,345	0	0
TITLE IV PART A ESSA	21,535	17,695	0	0
IDEA PART B	2,129,990	2,136,982	521,670	622,266
IDEA PART B PRESCHOOL	53,529	55,187	5,056	6,500
IMMIGRANT & YOUTH ED	28,354	28,354	0	10,994
MEDICAID	50,000	120,000	84,390	5,273
NP-TITLE II - PART A TCHRS	29,120	11,462	0	476
NP - TITLE III - PART A - ELL	2,514	2,302	0	0
NP-Title IV-Part A-ESSA	0	4,115	0	0
NP-IDEA PART B	140,914	130,893	0	33,987
TOTAL FEDERAL GRANTS	3,020,572	3,092,175	739,205	837,611
PRIVATE / INTERNAL GRANTS				
CONTINUING EDUCATION	53,657	60,802	0	29,158
SUMMER SCHOOL	115,016	115,375	104,796	115,375
MUSIC INSTR STDNT RNTL	53,500	53,500	48,427	0
NP TRANSPORTATION REIMB.	15,192	17,760	0	9,320
FFLD ED ASSOC REIMB	39,875	39,875	0	13,803
NP-HEALTH & WELFARE	135,098	135,098	0	53,915
SPED OUT OF TOWN TUITION	262,116	212,397	0	0
PARKING FEES	90,000	90,000	0	0
PRESCHOOL TUITION	229,000	211,000	71,148	0
BLDG RNTL/CUSTODIAL OT FEES	140,000	85,000	41,551	24,835
TOTAL PRIVATE / INTERNAL GRANTS	1,133,454	1,020,807	265,922	246,405
TOTAL ALL GRANT FUNDING	7,959,920	7,927,048	1,019,865	1,163,039

**Statement of Account - Summary by
Major Classification and Summary Object
Fairfield Public Schools
Fiscal Year 2019-2020**

1/2/2020
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Sum Obj	Description	Appropriation As Adopted	Budget Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrances	Outstanding Requisitions	Unencumbered Balance	% Used
PERSONNEL SERVICES									
101	TEACHING STAFF	\$75,677,429	(\$1,043,524)	\$74,633,905	\$26,527,035.42	\$48,106,868.46	\$0.00	\$1.12	100.00%
103	CERTIFIED SUPPORT STAFF	\$8,385,209	\$99,508	\$8,484,717	\$3,003,656.48	\$5,481,058.32	\$0.00	\$2.20	100.00%
105	SCHOOL ADMIN STAFF	\$6,504,979	\$29,520	\$6,534,499	\$3,279,694.93	\$3,254,804.18	\$0.00	(\$0.11)	100.00%
107	CENTRAL ADMINISTRATION STAFF	\$948,498	(\$98,099)	\$850,399	\$453,155.91	\$397,243.71	\$0.00	(\$0.62)	100.00%
109	DIRECTOR/SUPERVISOR/MGR	\$852,823	\$6,619	\$859,442	\$433,678.68	\$425,763.68	\$0.00	(\$0.36)	100.00%
111	SECRETARIAL/CLERICAL STAFF	\$3,680,455	(\$23,488)	\$3,656,967	\$1,623,739.56	\$2,033,226.32	\$0.00	\$1.12	100.00%
113	PARAPROFESSIONAL STAFF	\$4,234,918	(\$41,299)	\$4,193,619	\$1,631,129.42	\$2,562,529.11	\$0.00	(\$39.53)	100.00%
115	CUSTODIAN STAFF	\$4,232,210	(\$203,402)	\$4,028,808	\$2,021,336.35	\$2,007,472.48	\$0.00	(\$0.83)	100.00%
117	MAINTENANCE STAFF	\$1,050,039	(\$52,639)	\$997,400	\$509,701.89	\$487,697.86	\$0.00	\$0.25	100.00%
121	SUPPORT STAFF	\$2,902,481	(\$24,990)	\$2,877,491	\$1,386,084.54	\$1,491,405.91	\$0.00	\$0.55	100.00%
125	SE TRAINER STAFF	\$1,211,943	(\$77,413)	\$1,134,530	\$556,170.07	\$578,357.00	\$0.00	\$2.93	100.00%
129	PART-TIME EMPLOYMENT	\$3,223,656	\$0	\$3,223,656	\$1,511,105.34	\$248,432.77	\$0.00	\$1,464,117.89	54.58%
131	WAGE/BENEFIT RESERVE	\$603,114	(\$115,620)	\$487,494	\$39,348.45	\$0.00	\$0.00	\$448,145.55	8.07%
133	STAFF REPLACEMENT	(\$590,000)	\$1,710,054	\$1,120,054	\$0.00	\$0.00	\$0.00	\$1,120,054.00	0.00%
135	DEGREE CHANGES	\$279,728	(\$165,227)	\$114,501	\$0.00	\$0.00	\$0.00	\$114,501.00	0.00%
307	OTHER SERVICES	\$1,461,858	\$0	\$1,461,858	\$523,629.77	\$232,043.38	\$0.00	\$706,184.85	51.69%
TOTAL PERSONNEL SERVICES		\$114,659,340	\$0	\$114,659,340	\$43,499,466.81	\$67,306,903.18	\$0.00	\$3,852,970.01	96.64%
FIXED CHARGES									
201	HEALTH INSURANCE	\$23,716,405	\$0	\$23,716,405	\$15,400,375.70	\$0.00	\$0.00	\$8,316,029.30	64.94%
203	LIFE/DISABILITY INSURANCE	\$327,017	\$0	\$327,017	\$150,997.98	\$0.00	\$0.00	\$176,019.02	46.17%
205	SOCIAL SECURITY	\$2,649,125	\$0	\$2,649,125	\$1,108,290.55	\$0.00	\$0.00	\$1,540,834.45	41.84%
207	PENSION/RETIREMENT	\$2,483,576	\$0	\$2,483,576	\$2,185,835.89	\$1,550.00	\$0.00	\$296,190.11	88.07%
TOTAL FIXED CHARGES		\$29,176,123	\$0	\$29,176,123	\$18,845,500.12	\$1,550.00	\$0.00	\$10,329,072.88	64.60%
PUPIL PERSONNEL									
301	INSTRUCTIONAL SERVICES	\$70,000	\$0	\$70,000	\$39,580.47	\$63,031.69	\$0.00	(\$32,612.16)	146.59%
303	PUPIL PERSONNEL SERVICES	\$4,133,940	\$0	\$4,133,940	\$2,273,009.12	\$3,335,893.19	\$12,936.00	(\$1,487,898.31)	135.99%
313	MAINTENANCE SERVICES	\$4,000	\$0	\$4,000	\$1,060.00	\$0.00	\$185.00	\$2,755.00	31.13%
315	RENTALS	\$25,000	\$0	\$25,000	\$16,335.00	\$0.00	\$0.00	\$8,665.00	65.34%
317	STUDENT TRANSPORTATION	\$3,764,647	\$0	\$3,764,647	\$134,542.56	\$4,011,205.56	\$0.00	(\$381,101.12)	110.12%
319	CONFERENCE & TRAVEL	\$122,092	\$0	\$122,092	\$57,800.17	\$28,659.14	\$0.00	\$35,632.69	70.81%
327	PRINTING/COPYING	\$9,000	\$0	\$9,000	\$2,044.72	\$6,269.36	\$0.00	\$685.92	92.38%
329	TUITION	\$5,454,123	\$0	\$5,454,123	\$5,225,271.56	\$3,811,346.29	\$64,341.59	(\$3,646,836.44)	166.86%
401	INSTRUCTIONAL SUPLS/MATLS	\$55,000	\$0	\$55,000	\$9,013.12	\$1,509.75	\$1,726.66	\$42,750.47	22.27%
404	SPLS, BKS, MATLS-DIST SUPPORT	\$35,000	\$0	\$35,000	\$26,852.98	\$7,637.81	\$205.14	\$304.07	99.13%
411	TEXTBOOKS	\$12,000	\$0	\$12,000	\$11,790.86	\$191.40	\$207.76	(\$190.02)	101.58%
415	OTHER SUPPLIES/MATERIALS	\$2,250	\$0	\$2,250	\$343.37	\$0.00	\$0.00	\$1,906.63	15.26%
601	DUES AND FEES	\$1,250	\$0	\$1,250	\$0.00	\$0.00	\$99.00	\$1,151.00	7.92%
TOTAL PUPIL PERSONNEL		\$13,688,302	\$0	\$13,688,302	\$7,797,643.93	\$11,265,744.19	\$79,701.15	(\$5,454,787.27)	139.85%
SCHOOL EXPENSE									
301	INSTRUCTIONAL SERVICES	\$25,000	\$0	\$25,000	\$4,562.47	\$1,656.67	\$600.00	\$18,180.86	27.28%
307	OTHER SERVICES	\$70,620	\$0	\$70,620	\$6,764.58	\$0.00	\$0.00	\$63,855.42	9.58%
315	RENTALS	\$126,772	\$0	\$126,772	\$780.00	\$110,280.00	\$0.00	\$15,712.00	87.61%
317	STUDENT TRANSPORTATION	\$41,280	(\$600)	\$40,680	\$6,974.35	\$22,730.25	\$0.00	\$10,975.40	73.02%
319	CONFERENCE & TRAVEL	\$52,325	(\$2,384)	\$49,941	\$10,965.53	\$3,083.40	\$0.00	\$35,892.07	28.13%
327	PRINTING/COPYING	\$252,632	\$0	\$252,632	\$65,332.02	\$163,017.33	\$0.00	\$24,282.65	90.39%
400	SUPPLIES, BOOKS & MATERIALS	\$1,310,472	\$3,103	\$1,313,575	\$604,299.85	\$286,558.68	\$707.17	\$422,009.30	67.87%
402	INSTRUCTIONAL SPLS-DIST SUPPRT	\$38,000	\$0	\$38,000	\$7,854.30	\$9,150.83	\$0.00	\$20,994.87	44.75%
409	STUDENT ACTIVITY EXPENSES	\$588,030	\$0	\$588,030	\$185,311.97	\$198,815.42	\$3,165.00	\$200,737.61	65.86%
415	OTHER SUPPLIES/MATERIALS	\$14,605	\$110	\$14,715	\$5,767.53	\$3,225.71	\$0.00	\$5,721.76	61.12%
601	DUES AND FEES	\$26,015	\$171	\$26,186	\$22,704.88	\$389.00	\$0.00	\$3,092.12	88.19%
TOTAL SCHOOL EXPENSE		\$2,545,751	\$400	\$2,546,151	\$921,317.48	\$798,907.29	\$4,472.17	\$821,454.06	67.74%
SUPPORT EXPENSE									

**Statement of Account - Summary by
Major Classification and Summary Object
Fairfield Public Schools**

1/2/2020
11:49:43AM

Fiscal Year

Sum Obj	Description	Appropriation As Adopted	Budget Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrances	Outstanding Requisitions	Unencumbered Balance	% Used
301	INSTRUCTIONAL SERVICES	\$307,941	\$0	\$307,941	\$207,273.41	\$11,577.40	\$0.00	\$89,090.19	71.07%
305	PROFESSIONAL/TECHNICAL SVCS	\$696,000	\$0	\$696,000	\$173,895.65	\$349,163.73	\$0.00	\$172,940.62	75.15%
307	OTHER SERVICES	\$30,206	\$0	\$30,206	\$28,969.70	\$0.00	\$0.00	\$1,236.30	95.91%
309	SECURITY SVCS/EXPENSES	\$145,000	\$0	\$145,000	\$110,858.81	\$113,002.47	\$3,474.20	(\$82,335.48)	156.78%
313	MAINTENANCE SERVICES	\$984,115	\$0	\$984,115	\$757,192.49	\$88,301.68	\$0.00	\$138,620.83	85.91%
319	CONFERENCE & TRAVEL	\$46,580	\$0	\$46,580	\$11,083.73	\$30,077.58	\$0.00	\$5,418.69	88.37%
321	PROFESSIONAL DEVELOPMENT	\$715,138	(\$1,382)	\$713,756	\$258,555.16	\$123,125.77	\$1,095.00	\$330,980.07	53.63%
323	POSTAGE	\$57,743	\$0	\$57,743	\$20,897.03	\$13,312.97	\$0.00	\$23,533.00	59.25%
325	PERSONNEL/RECRUITMENT EXP	\$18,000	\$0	\$18,000	\$1,659.09	\$1,069.42	\$0.00	\$15,271.49	15.16%
327	PRINTING/COPYING	\$61,500	\$0	\$61,500	\$22,060.75	\$36,385.84	\$0.00	\$3,053.41	95.04%
329	TUITION	\$473,231	\$0	\$473,231	\$229,118.00	\$81,534.00	\$0.00	\$162,579.00	65.64%
401	INSTRUCTIONAL SUPLS/MATLS	\$884,409	\$2,882	\$887,291	\$644,761.70	\$44,773.55	\$0.00	\$197,755.75	77.71%
403	OFFICE/GENERAL SUPPLIES	\$15,250	\$0	\$15,250	\$5,387.96	\$3,460.06	\$0.00	\$6,401.98	58.02%
411	TEXTBOOKS	\$13,836	(\$2,500)	\$11,336	\$289.95	\$935.84	\$0.00	\$10,110.21	10.81%
415	OTHER SUPPLIES/MATERIALS	\$137,905	\$0	\$137,905	\$51,556.66	\$17,234.55	\$8,453.00	\$60,660.79	56.01%
424	OTHER SUPPLIES	\$8,000	\$0	\$8,000	\$573.80	\$0.00	\$150.00	\$7,276.20	9.05%
601	DUES AND FEES	\$102,720	\$1,000	\$103,720	\$34,440.25	\$399.00	\$0.00	\$68,880.75	33.59%
TOTAL SUPPORT EXPENSE		\$4,697,574	\$0	\$4,697,574	\$2,558,574.14	\$914,353.86	\$13,172.20	\$1,211,473.80	74.21%
MAINT/OPER/TRANS									
305	PROFESSIONAL/TECHNICAL SVCS	\$250,000	(\$100,000)	\$150,000	\$28,987.24	\$69,772.76	\$8,500.00	\$42,740.00	71.51%
311	UTILITY SERVICES	\$4,788,126	\$0	\$4,788,126	\$1,555,597.03	\$188,957.33	\$35,000.00	\$3,008,571.64	37.17%
313	MAINTENANCE SERVICES	\$4,291,235	\$241,348	\$4,532,583	\$1,854,334.89	\$1,428,850.64	\$147,969.80	\$1,101,427.67	75.70%
317	STUDENT TRANSPORTATION	\$5,305,294	\$0	\$5,305,294	\$2,374,187.44	\$3,213,993.33	\$350.00	(\$283,236.77)	105.34%
319	CONFERENCE & TRAVEL	\$35,800	\$0	\$35,800	\$16,581.50	\$22,521.13	\$0.00	(\$3,302.63)	109.23%
321	PROFESSIONAL DEVELOPMENT	\$73,230	\$0	\$73,230	\$9,875.00	\$380.00	\$0.00	\$62,975.00	14.00%
424	OTHER SUPPLIES	\$315,211	\$0	\$315,211	\$48,632.69	\$49,367.31	\$0.00	\$217,211.00	31.09%
429	MAINTENANCE/REPAIR SUPPLIES	\$560,000	\$420	\$560,420	\$157,533.35	\$275,402.46	\$6,000.00	\$121,484.19	78.32%
TOTAL MAINT/OPER/TRANS		\$15,618,896	\$141,768	\$15,760,664	\$6,045,729.14	\$5,249,244.96	\$197,819.80	\$4,267,870.10	72.92%
CAPITAL									
501	CAPITAL OUTLAY	\$400,280	(\$400)	\$399,880	\$75,694.39	\$7,083.84	\$0.00	\$317,101.77	20.70%
503	TECHNOLOGY	\$886,691	\$0	\$886,691	\$647,404.65	\$46,161.73	\$1,425.00	\$191,699.62	78.38%
TOTAL CAPITAL		\$1,286,971	(\$400)	\$1,286,571	\$723,099.04	\$53,245.57	\$1,425.00	\$508,801.39	60.45%
GRAND TOTAL		\$181,672,957	\$141,768	\$181,814,725	\$80,391,330.66	\$85,589,949.05	\$296,590.32	\$15,536,854.97	91.45%

Statement of Account
Summary by Major Classification
Fairfield Public Schools
Fiscal Year 2019-2020

1/2/2020
12:04:35PM

Major Classification	Appropriation As Adopted	Budget Transfers	Appropriation Amended	Total Expenditure	Outstanding Encumbrance	Outstanding Requisitions	Unencumbered Balance	% Used
PERSONNEL SERVICES	\$114,659,340	\$0	\$114,659,340	\$43,499,466.81	\$67,306,903.18	\$0.00	\$3,852,970.01	96.64%
FIXED CHARGES	\$29,176,123	\$0	\$29,176,123	\$18,845,500.12	\$1,550.00	\$0.00	\$10,329,072.88	64.60%
PUPIL PERSONNEL	\$13,688,302	\$0	\$13,688,302	\$7,797,643.93	\$11,265,744.19	\$79,701.15	(\$5,454,787.27)	139.85%
SCHOOL EXPENSE	\$2,545,751	\$400	\$2,546,151	\$921,317.48	\$798,907.29	\$4,472.17	\$821,454.06	67.74%
SUPPORT EXPENSE	\$4,697,574	\$0	\$4,697,574	\$2,558,574.14	\$914,353.86	\$13,172.20	\$1,211,473.80	74.21%
MAINT/OPER/TRANS	\$15,618,896	\$141,768	\$15,760,664	\$6,045,729.14	\$5,249,244.96	\$197,819.80	\$4,267,870.10	72.92%
CAPITAL	\$1,286,971	(\$400)	\$1,286,571	\$723,099.04	\$53,245.57	\$1,425.00	\$508,801.39	60.45%
GRAND TOTAL	\$181,672,957	\$141,768	\$181,814,725	\$80,391,330.66	\$85,589,949.05	296,590.32	\$15,536,854.97	91.45%

II. Fairfield Public Schools Mission, Vision, and Goals

- B. Vision of the Graduate** – The FPS Vision of the Graduate is that all students will be Collaborators, Communicators, Critical Thinkers, Responsible Citizens, Innovators, and Goal-Directed Resilient Learners. This Vision forms the FPS Academic Expectations which are a part of the district's graduation requirements.

IX. Definitions and Acronyms

CLC – Complex Learning Cohort: Students who attend a CLC program have significant needs that impact participation in general education settings. These needs may include cognitive disabilities, communication disorders, delays in adaptive skills, motor deficits and social and or emotional needs that requires more intensive and individualized instruction.

DBT - Dialectical Behavior Therapy: A type of psychotherapy focused on a cognitive behavioral approach; helps students with self-regulating emotional responses.

DIP - District Improvement Plan: Defines the indicators that would represent the attainment of the Mission and Goals, at the District level, as well as the actions necessary to achieve them over the next several years.

IEP – Individualized Education Plan: When a student is determined eligible for special education the PPT targets areas of need identified through the comprehensive evaluation process to develop an IEP with measurable annual goals and objectives. The IEP is a plan that is developed to address each student's individual needs. Some components of the IEP includes the student's present levels of academic and functional performance, goals and objectives, modifications and accommodations required for the student to participate in general education, and the special education and related services the child receives.

PPT – Planning and Placement Team: This is a multi-disciplinary team of parents and educators who meet to review student progress and recommends a comprehensive evaluation in all areas of suspected disability to assist in determining whether or not the student qualifies for special education and related services. Services may include academic support; speech and language services; social-emotional support; and occupational or physical therapy support. When students qualify for special education members of the PPT collaborate on the development of an Individualized Education Plan (IEP) to address the students' areas of need.

SIP – School Improvement Plan: Defines the indicators that would represent the attainment of the Mission and Goals, at the District level, as well as the actions necessary to achieve them, annually.

SRO - School Resource Officer: A career law enforcement officer with sworn authority who is deployed by the FPD in a community-oriented policing assignment to work in collaboration with the District.

SRBI - Scientific Research Based Interventions: These focus on a number of areas central to children's school success and well-being, such as reading, language development, mathematics, and social-emotional learning, using practices backed by scientific research.

Motion 1: Change to Board of Education officer titles

“that the Board of Education approve change its officers’ titles by amending its By-Laws, per enclosure X.”

The By-Laws of the Board shall be amended to:

- Replace all instances of the word and title “Chairman” with “Chair”
- Replace all instances of the title “Vice Chairman” with “Vice Chair”
- Change the heading of Article II, Section 3D to read “CHAIR ASSIGNMENT AT MEETINGS IN THE ABSENCE OF ALL OFFICERS”

Motion 2: Censure provision

“that the Board of Education amend its By-Laws to add a censure provision, per enclosure Y.”

The By-Laws of the Board shall be amended to:

- Change the title of Article III, Section 7 to read “RESIGNATION, TERMINATION, VACANCIES, AND CENSURE”
- That a new Section D should be added below Section C: VACANCIES that reads:
 - Board members who violate the rules, regulations, or policies of the Board; interfere with the orderly and efficient operation of the Board; or act in ways that are contrary to the best interests of the school district can be subject to a vote of censure by the Board.
 - The Board may vote to censure a member by a vote of two-thirds (2/3) of the total membership of the Board, provided that majority contains at least one vote from a member of the minority party (as understood under Section 2.2.C of the Town Charter).

Motion 3: Grammar, style, and readability fixes

“that the Board of Education amend its By-Laws to incorporate the changes listed in enclosure Z.”

The By-Laws of the Board shall be amended to:

Article I

- 1.B.4
 - Add comma after “evaluate”
- 2.B.4
 - Change “the information data supplies” to “the data supplied”

Article II

- 1.A
 - Comma after “Vice Chair,” here and going forward for this series
- 2.A
 - Remove hyphen from “newly elected.”
 - Break sentence as “office. [These] officers shall take office...”

- 3.A.8
 - Comma after “regional”
- 3.A.9
 - Comma after “regional”
- 4.A
 - Change initial “At” to “After”
- 4.B.2
 - Comma after “Superintendent’s staff” as well as after “research”
- 4.C
 - Remove comma after “Chairman” [Chair] in the first line
 - Change to “a standing committee” from “the Standing Committee”
 - In second paragraph, add comma after “reports”

Article III

- 4.C
 - Change “approved” to “suggested”
- 6.A
 - Comma after “equipment”
- 6.B
 - Number these two paragraphs as 1 and 2, removing “Furthermore” in the second
 - Remove comma after first “member”
 - Remove the comma after “Board” on third line
- 7
 - Add comma after “TERMINATION” in the title

Article IV

- 1.B
 - Change “insure” to “ensure”
- 2
 - Change “insure” to “ensure”
- 4
 - Add to end: “Each year the Board shall publish the date for this self-evaluation when it publishes the full new calendar of its meeting dates.”

Article V

- 2
 - Remove comma after “thereof”
- 3.A
 - Remove final sentence, “Subject to each Board member’s consent, delivery may be made electronically.”
- 3.C & D
 - These should be re-lettered as B & C
- 4.C.5

- Insert comma after “Headmasters”
- 5
 - Insert comma after “claims” in final line
- 6.A
 - Change 6.A.1 to insert “, or at the start of public comment within a meeting,”
- 6.B
 - Insert comma after “finances”

Article VII

- 2
 - Insert comma after “regulations”
- 3
 - Insert comma after “sex”
- 5
 - Insert commas after “community” and “value”
- 7
 - Remove the comma after “members”
- 8
 - Insert comma after “planning”
- 9
 - Remove hyphen from “majority-rule”
- 11
 - Remove comma after “community”
- 17
 - Remove comma after “system”

**Regular Meeting Minutes
Fairfield BoE, January 7, 2020**

NOTICE: A full meeting recording can be obtained from Fairfield Public Schools. Please call 203-255-8371 for more information and/or see the FPS website (under Board Meeting Minutes) for a link to FAIRTV.

Voting Summary:

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

Chairman Christine Vitale called the Regular meeting to order at 7:31PM. Present were members Bonnie Rotelli, Trisha Pytko, Jennifer Leeper, Jessica Gerber, Christine Vitale, Nick Aysseh (arrived 7:50PM), Jennifer Jacobsen, Jennifer Maxon-Kennelly and Jeff Peterson. Others present were Superintendent Mike Cummings, members of the central office leadership team, FLHS student reps Lily Phillips and Harrison Graber and FWHS reps Peter Murphy and Ellie Solari, and approximately 40 members of the public.

Old Business

Approval of the 2020-2021 Capital Projects

Mrs. Gerber moved/ Ms. Leeper seconded the recommended motion “that the Board of Education approve the 2020-2021 Capital Projects.” Motion passed 9-0.

Approval of Osborn Hill Educational Specifications

Mrs. Gerber moved/ Ms. Leeper seconded the recommended motion “that the Board of Education approve the Osborn Hill Educational Specifications for the roof project.” Motion passed 9-0.

Approval of Walter Fitzgerald Campus Educational Specifications

Mrs. Gerber moved/ Ms. Pytko seconded the recommended motion “that the Board of Education approve the Walter Fitzgerald Campus Educational Specifications for the roof project.”

Motion passed 9-0.

Approval of Minutes

Mrs. Gerber moved/Mrs. Jacobsen seconded the recommended motion “that the Board of Education approve the December 10, 2019 Special, Organizational and Regular Meeting Minutes.” Motion passed 8-0-1 (Mrs. Rotelli, Ms. Leeper, Mrs. Gerber, Mrs. Vitale, Mr. Aysseh, Mrs. Jacobsen, Mrs. Maxon-Kennelly, Mr. Peterson in favor, Ms. Pytko abstained).

Adjournment

Mrs. Gerber moved/Mrs. Rotelli seconded the recommended motion “that this Regular Meeting of the Board of Education adjourn.” Motion passed 9-0. Meeting adjourned at 9:29PM.

Detailed Minutes

Student Reports

Mr. Graber and Ms. Phillips reported for Fairfield Ludlowe High School: The Mock Trial Team beat competitors Sacred Heart and Wilton at the Stamford Court House, with the next competition scheduled in February; an upcoming Anti-Defamation League assembly is for all Freshman; the E-Sports team ranks first in the state for the strategy game ‘Overwatch’ and they will compete again in the regional finals; the Girls Volleyball team had a huge win and Boys Basketball beat Warde at the Holiday Tournament; Candlelight recently performed and an upcoming concert for

Freshmen is planned; the Gap Year Fair takes place tomorrow night and will cover internships as well as worldwide classroom work.

Mr. Murphy and Ms. Solari reported for FWHS: Congratulations were bestowed to the Girls FLHS Volleyball team; the winter sports prep rally is scheduled for Friday; the 2nd semester starts 1/28 and grades will be available on 2/3; Warde's Wrestling Team took First Place at the recent 22 team Invitational; Juniors attended an assembly for post-high school planning; Warde's Debate Team will host the Saturday competition; January 14 is a Professional Development Day; and the Business Department will be collaborating with the community in honor of National Mentoring Month.

Presentation:

Recognition of Fairfield Ludlowe High School Girls' Volleyball Team

The Board recognized the FLHS Girls' Volleyball Team as FCIAC champions. Team members and coaches were introduced and received a round of applause. Mrs. Vitale and other members added that they would like to celebrate and recognize student achievements on a more regular basis and said it is a great way to begin Board meetings.

Presentation of the Superintendent's Proposed 2020-2021 Operating Budget

Superintendent Cummings said the budget is an expression of values, with every dollar traced back to supporting student growth. The major theme this year is maintenance – to maintain the work and to support the infrastructure of the classroom, while laying the groundwork for the future. The district began the budget process by examining the 2019-2020 budget, meeting with district leadership, gathering funding information and enrollment data, and reviewing the District Improvement Plan. District Goals for 2020-2021 include completing the 2015-2020 District Improvement Plan, using staff teams and data to increase effectiveness, strengthening the instructional leadership capacity of teachers and administrators, beginning the 2020-2025 District Improvement Plan and ensuring a comprehensive instructional program is consistently delivered across all schools and grade levels. The proposed budget increase is 3.9% over last year for a total of \$188,758,852. Proposed staffing improvements were reviewed and included the hiring of a Communications Director, Network Engineer and SRBI Middle School Coordinators at each middle school.

Mr. Cummings said a google document will be used to enter and track Board member budget questions. Once complete, all responses and attachments will be posted to the website.

Old Business

Environmental Testing at Field Sites

Mr. Cummings said both playscapes at Jennings have clean soil and mulch; additional restorative work on the side closer to Fairfield Woods is in the budget for next year. He apologized for the seemingly endless process that was delayed due to multiple testing and two weekends of torrential rain. McKinley requires further testing; OHS and Mill Hill have yet to move forward; a few staff members have moved back into spaces at Fairfield Ludlowe. OSHA did find areas at FLHS that need remediation and a written report is expected shortly. Woodard and Curran have yet to submit the secondary report on the FLHS wallboard and steam pipe work that has been completed. Both reports will be shared once received. The district will continue to monitor all areas.

Mrs. Jacobsen asked about the timeline for Mill Hill and McKinley. Mr. Papageorge said the sites are in the process of being tested. It is hoped that the Osborn Hill work can be completed during the February recess.

Approval of the 2020-2021 Capital Projects

Mrs. Gerber moved, Ms. Leeper seconded that the Board of Education approve the 2020-2021 Capital Projects.

Mr. Papageorge said the Warde High School air conditioning project was originally estimated at under \$1M and was listed as a non-recurring project. An improved estimate came in at \$1.5M and the Town has requested that it be

grouped with the Capital Projects. This change will not impact the schedule.

Mr. Papageorge addressed several questions related to the Walter Fitzgerald Campus (WFC):

- The district is working to keep the project moving in order to obtain state reimbursement in the most cost-effective manner. One option is a 'like new' renovation that would include ADA compliance, and bathroom and boiler work. Work on renovations or additions will not move forward until a deed is signed.
- A proposal for an initial structural evaluation and environmental contingency review has been developed.
- The district is in the process of developing a purchase agreement timeline.
- Incorporating solar may reduce reimbursements and may not be the best approach.
- There is new leadership at the Diocese, which may impact previous understandings.
- Tours of WFC are being offered to Town officials to get a first-hand look. Administrators plan to attend the tours.

Motion Passed: 9-0

Update on Maintenance Move

Mr. Papageorge said the Maintenance Department has moved into its new space. The site has been framed out and wired, with inspection slated for Thursday. The Transportation Dept. is expected to move into the site during the long weekend of February 14. In the meantime, there is heat in the current site.

Mrs. Vitale thanked staff for moving items forward and clarified that the district moved out of the old maintenance site as quickly as possible once asked to do so; Mrs. Maxon-Kennelly stressed that remaining at the Meadow Street site was not a topic that the BoE had voted on.

Approval of Osborn Hill Educational Specifications

Mrs. Gerber moved, Ms. Leeper seconded that the Board of Education approve the Osborn Hill Educational Specifications for the roof project.

Motion Passed: 9-0

Approval of Walter Fitzgerald Campus Educational Specifications

Mrs. Gerber moved, Ms. Pytko seconded that the Board of Education approve the Walter Fitzgerald Campus Educational Specifications for the roof project.

Mrs. Maxon-Kennelly asked for clarification the project's timeline, given that it is not a Town owned property. Mr. Papageorge said the district can meet the state's June deadline for reimbursement and could begin the roof work before the summer break. The ed specs can be amended at a later time if needed, but it is important to obtain approval now to move the project forward. Mr. Cummings added the Finance Committee plans to develop a timeline calendar that will identify deliverables to other Town bodies and committees. Mrs. Vitale noted that she and Mr. Cummings met with First Selectwoman Kupchick about this project.

Mrs. Jacobsen asked about the next phase. Mr. Papageorge said larger projects such as abatement of asbestos flooring will have to be taken care of when school is not in session. The state is looking to identify this as a single project that includes HVAC, elevator and bathroom improvements, all under \$5M.

Motion Passed: 9-0

New Business

First Reading of Policy 2132, Central Office Administration

Mrs. Maxon-Kennelly noted that the changes to the policy bring it up to date.

Approval of Minutes

Mrs. Gerber moved, Mrs. Jacobsen seconded that the Board of Education approve the December 10, 2019 Special, Organizational and Regular Meeting Minutes.

Motion Passed: 8-0-1

Favor: Mrs. Rotelli, Ms. Leeper, Mrs. Gerber, Mrs. Vitale, Mr. Aysseh, Mrs. Jacobsen, Mrs. Maxon-Kennelly, Mr. Peterson
Abstain: Ms. Pytko

Superintendent's Report

Mr. Cummings reported that work on the new District Improvement Plan is beginning, with a staff survey planned for the January 14 PD and planned meeting dates for parents and Town officials. Student focus groups at both the middle and high school levels are planned. The staff steering committee will be finalized by the end of January. It will be important to incorporate elected officials' sense of where they see the district going, and to also provide them with a window into FPS work.

Mrs. Vitale noted that the District Improvement Plan could impact the budget.

Committee/Liaison Reports

Mrs. Maxon-Kennelly noted that the Policy committee will be looking into a waterfall schedule for uniforms, investment in field maintenance and equipment.

Ms. Leeper said the Finance Committee is continuing to look at a new approach to signage, the WFC purchase and the evolving budget.

Open Board Comment

Mr. Peterson recognized the High School College Scholarship Foundation that has given out more than 3000 scholarships. It is a fantastic organization that can be found on fairfieldscholarshipfoundation.org.

Mrs. Maxon-Kennelly noted that Jeopardy's Ken Jennings won Day 1 of the tournament.

Mrs. Jacobsen said the legislative session will start very soon and she will be looking for items of interest to the district.

Mrs. Vitale celebrated the musicians that performed over the holidays and the Music Departments that made it all possible.

Adjournment

Mrs. Gerber moved, Mrs. Rotelli seconded that this Regular Meeting of the Board of Education adjourn.

Motion Passed: 9-0

Meeting adjourned at 9:29PM

*Respectfully submitted by,
Jessica Gerber
Fairfield Board of Education, Secretary*