



Upcoming Meeting Dates

Policy Committee Agenda, 12/11/2019

Policy Committee Minutes, 11/26/2019

BoE Special Meeting Agenda – Town Hall, 12/12/2019

CSDE Memo re Racial Imbalance, 11/19/2019

Supt. Memo to BoF re Quarterly Review Questions, 12/6/2019

FPS December 2, 2019 Enrollment

BOE Draft 2020 Meeting Calendar

BOE Draft Committee Member and Liaison Chart



Upcoming Board of Education Meeting Dates **2019/2020**

<b>December 10</b>	<b>6:00 PM</b>	Special Meeting/Executive Session 501 Kings Hwy East Superintendent's Conference Room
	<b>7:00 PM</b>	<a href="#">Organizational Meeting</a>
	<b>7:30 PM</b>	Regular Meeting 501 Kings Highway East Central Office Board Room
<b>December 11</b> <a href="#">Wednesday</a>	<b>5:00 PM</b>	Policy Committee Meeting/Special 501 Kings Hwy East Superintendent's Conference Room
<b>December 12</b>	<b>7:30 PM</b>	Special Meeting/ <a href="#">Town Hall</a> 501 Kings Highway East Central Office Board Room

BOARD OF EDUCATION  
FAIRFIELD PUBLIC SCHOOLS  
FAIRFIELD, CT

**Policy Committee Special Meeting**  
**Wednesday, December 11, 2019**

5:00 PM

501 Kings Highway East  
Superintendent's Conference Room

**Agenda**

- I. Call to Order
- II. Approval of November 26, 2019 minutes
- III. Policy
  - a. Election of Policy Committee Chair
  - b. Discussion of Policy Committee Calendar
  - c. Central Office Administration
  - d. Parent Organizations and Booster Clubs
- IV. Future Items
  - a. School Calendar
  - b. Students with Special Health Care Needs
  - c. Cell Phone Use in Schools
- V. Open Discussion/Public Comment
- VI. Adjournment

All meetings will be held at 501 Kings Highway East, Superintendent's Conference Room unless otherwise noted.

BOARD OF EDUCATION  
FAIRFIELD PUBLIC SCHOOLS  
FAIRFIELD, CT

**Policy Committee Meeting**  
**Tuesday, November 26, 2019**  
5:00 PM  
501 Kings Highway East  
Superintendent's Conference Room

**Minutes**

- Meeting called to order 5:15 PM
  - Present were Jennifer Maxon-Kennelly, Jennifer Jacobson, Jeff Peterson, Mike Cummings, Colleen Deasy, Kristen Tozzo
- October 15, 2019 minutes approved 3-0
- Policy
  - Nomination of Policy Committee Chair for November 26, 2019
    - Jennifer Jacobson nominated Jennifer Maxon-Kennelly, approved 3-0
  - Central Office Administration
    - Mike Cummings to craft suggested language changes for approval
  - Board of Education Handbook
    - Additional changes were reviewed
  - Parent Organizations and Booster Clubs
    - The results of the survey sent out to Athletic Directors and head coaches at both high schools were reviewed.
    - A request to the Athletic Directors will go out to review past Purchase Orders to start process of accountability.
    - Committee requested samples of other districts "waterfall" policies to review.
- Meeting adjourned 6:45 PM

# **FAIRFIELD PUBLIC SCHOOLS**

Board of Education Special Meeting Agenda  
Town Hall Meeting  
501 Kings Highway East, Board Conference Room  
**December 12, 2019**  
7:30 PM

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Discussion of Facilities, Finances and Programs
4. Adjournment

#### 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*



STATE OF CONNECTICUT  
STATE BOARD OF EDUCATION

cc: Exec. Directors  
BOE



November 19, 2019

Michael Cummings  
Superintendent of Schools  
Fairfield Public Schools  
501 Kings Highway East  
Fairfield, CT 06825

Dear Mr. Cummings:

I am writing to thank you for your presentation to the State Board of Education on the Fairfield Board of Education's progress in addressing the racial imbalance at McKinley School. I am pleased that the Fairfield Board is moving forward with its school expansion plans. I would also like to thank your Board Chair, Christine Vitale and your Board Vice-Chair, Nick Aysseh, for taking the time out of their busy schedules to attend the Board meeting and answer questions from our Board members. I recognize the challenges facing Fairfield in addressing this important issue. Please know that the State Department of Education is here to support you in these endeavors.

I anticipate that the State Board will expect an update of your district's activities with respect to the racial imbalance at the end of this school year. If you have any questions or concerns, please contact Attorney Laura Anastasio at 860-713-6512.

Sincerely,

Dr. Miguel A. Cardona  
Commissioner of Education

MAC:lla





**FAIRFIELD**  
**PUBLIC SCHOOLS**

Michael Cummings  
Superintendent of Schools

## S u p e r i n t e n d e n t M e m o r a n d u m

**To:** Board of Finance  
**From:** Michael Cummings  
**Date:** December 6, 2019  
**Re:** Response to Quarterly Review Questions

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Please see the attached information that was requested at the Board of Finance Quarterly Review Meeting on November 26, 2019.

In addition, Mr. Papageorge originally budgeted \$250K for the roof repair at Osborn Hill School, and the total cost at completion was \$238.5K.

*c: Board of Education*

### *Attachments*

- *FTE Summary*
- *Actual and Projected Enrollment, 2019-2020*

MC:mb

FAIRFIELD PUBLIC SCHOOLS  
FTE STAFFING CHANGES  
2019 - 2020

**2019-2020 Budget to Actual FTE Changes**

**2019-2020 Board of Ed Funded FTE Changes**

**Certified Staff**

Reading	0.40
World Language	(0.90)
Health/PE	0.45
Tech Ed	(0.20)
Music	(0.30)
Science	(0.13)
Elementary Classroom Teachers	(1.00)
ELL	(0.40)
Special Ed Evaluation Teacher	2.00
Special Ed Teachers	(1.95)
Speech/Language Teachers	(0.60)
Psychologists/Social Workers	(1.00)
<b>Total Certified Staff</b>	<b>(3.63)</b>

**Non-Certified Staff**

Paraprofessionals	2.30
<b>SE Trainers</b>	<b>(2.00)</b>
<b>Total Non-Certified Staff</b>	<b>0.30</b>

<b>Total 2019-2020 Board of Ed Funded FTE Changes</b>	<b>(3.33)</b>
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**2019-2020 Grant Funded FTE Changes**

**Certified Staff**

LA Specialist	0.500
<b>Total Certified</b>	<b>0.500</b>

<b>Total Grant FTE Changes</b>	<b>0.500</b>
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<b>Total 2019-2020 Budget to Actual FTE Changes</b>	<b>(2.83)</b>
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**FAIRFIELD PUBLIC SCHOOLS  
ACTUAL ENROLLMENT  
2019-2020**

**ELEMENTARY ENROLLMENT**

School	PreK*	K	1	2	3	4	5	Total
Burr		60	63	54	65	62	62	366
Dwight		40	34	42	48	52	58	274
Holland Hill		58	56	59	47	75	55	350
Jennings		47	43	39	46	55	58	288
McKinley		68	79	59	95	63	73	437
Mill Hill		51	64	55	59	60	65	354
N. Stratfield		64	53	68	58	59	69	371
Osborn Hill		67	67	77	65	61	70	407
Riverfield		56	67	75	61	70	77	406
Sherman		70	57	66	83	78	69	423
Stratfield*		67	60	56	66	60	72	381
<b>Total</b>		648	643	650	693	695	728	<b>4,057</b>

\* PRE-K TOTALS BELOW

**MIDDLE SCHOOL ENROLLMENT**

	6	7	8				Total
Fairfield Woods	301	265	338				904
Ludlowe	275	258	312				845
Tomlinson	226	210	227				663
<b>Total</b>	802	733	877				<b>2,412</b>

**HIGH SCHOOL ENROLLMENT**

	9	10	11	12			Total
Fairfield Ludlowe	361	413	357	369			1,500
Fairfield Warde	386	320	381	350			1,437
							2,937
WFC**	1	1	10	16			28
<b>Total</b>	748	734	748	735			<b>2,965</b>

\*\*Does not include CPP

<b>Total (K - 12)</b>	<b>9,434</b>
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**PRE-SCHOOL ENROLLMENT**

	PreK						Total
Stratfield	67						67
ECC	103						103
<b>Total</b>							<b>170</b>

<b>2019-2020 TOTAL ACTUAL ENROLLMENT (PK - 12)</b>	<b>9,604</b>
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**FAIRFIELD PUBLIC SCHOOLS**  
**MILONE & MACBROOM ENROLLMENT PROJECTIONS**  
**2019 - 2020**

**ELEMENTARY PROJECTED ENROLLMENT**

School	PreK*	K	1	2	3	4	5	Total
Burr*		59	65	65	67	63	59	378
Dwight		43	38	45	55	56	57	294
Holland Hill		71	57	62	52	67	56	365
Jennings		51	44	39	46	52	62	294
McKinley		66	73	62	90	63	76	430
Mill Hill		51	65	52	59	61	65	353
N. Stratfield		60	51	68	58	56	72	365
Osborn Hill		66	64	74	65	64	68	401
Riverfield		72	59	73	62	72	75	413
Sherman		76	62	63	78	83	69	431
Stratfield*		57	63	53	68	60	70	371
<b>Total</b>		<b>672</b>	<b>641</b>	<b>656</b>	<b>700</b>	<b>697</b>	<b>729</b>	<b>4,095</b>

\* PRE-K TOTALS BELOW

**MIDDLE SCHOOL PROJECTED ENROLLMENT**

		6	7	8				Total
Fairfield Woods		293	261	340				894
Ludlowe		272	260	326				858
Tomlinson		222	208	231				661
<b>Total</b>		<b>787</b>	<b>729</b>	<b>897</b>				<b>2,413</b>

**HIGH SCHOOL PROJECTED ENROLLMENT**

		9	10	11	12			Total
Fairfield Ludlowe		368	413	368	383			1,532
Fairfield Warde		364	323	384	364			1,435
WFC		1	10	7	6			24
<b>Total</b>		<b>733</b>	<b>746</b>	<b>759</b>	<b>753</b>			<b>2,991</b>

<b>Total Projection (K - 12)</b>	<b>9,499</b>
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**PRE-SCHOOL PROJECTED ENROLLMENT**

	PreK							Total
Burr	30							30
Stratfield	30							30
ECC	126							126
<b>Total</b>	<b>186</b>							<b>186</b>

<b>2019 - 2020 TOTAL ENROLLMENT PROJECTION (PK - 12)</b>	<b>9,685</b>
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12/2/2019

FAIRFIELD PUBLIC SCHOOLS ENROLLMENT - ELEMENTARY

	PRE-K	KIND	1	2	3	4	5	TOTAL
<b>Burr</b>		20	20	17	20	21	20	
		20	22	18	23	21	21	
		21	21	19	21	20	21	
		61	63	54	64	62	62	366
<b>Dwight</b>		20	17	21	24	18	19	
		20	18	21	24	17	19	
					17	20		
		40	35	42	48	52	58	275
<b>Holland Hill</b>		20	19	20	24	21	19	
		20	19	19	24	21	17	
		20	19	20		21	19	
<i>Math Academy</i>						13		
		60	57	59	48	76	55	355
<b>Jennings</b>		15	21	19	23	19	19	
		16	22	20	23	19	19	
		16				17	19	
		47	43	39	46	55	57	287
<b>McKinley</b>		19	20	20	22	21	18	
		15	18	19	19	20	19	
		17	20	19	19	22	19	
		18	19		18		18	
					19			
		69	77	58	97	63	74	438
<b>Mill Hill</b>		16	22	19	20	21	22	
		17	21	19	20	19	21	
		18	21	17	19	20	22	
		51	64	55	59	60	65	354
<b>No. Stratfield</b>		22	18	23	19	20	23	
		21	19	22	19	18	23	
		21	19	24	20	21	22	
		64	56	69	58	59	68	374
<b>Osborn Hill</b>		23	23	19	22	21	24	
		22	22	19	21	19	23	
		23	21	20	21	21	23	
				19				
		68	66	77	64	61	70	406
<b>Riverfield</b>		18	22	20	21	24	18	
		19	22	17	20	23	20	
		19	22	19	20	23	20	
				19			19	
		56	66	75	61	70	77	405

## FAIRFIELD PUBLIC SCHOOLS ENROLLMENT - ELEMENTARY

	PRE-K	KIND	1	2	3	4	5	TOTAL
<b>Sherman</b>		17	19	22	21	19	24	
		17	19	21	21	20	23	
		17	19	23	21	20	23	
		19			22	19		
		70	57	66	85	78	70	426
<b>Stratfield</b>	25	23	20	19	22	20	25	
<i>PK's are am/pm</i>	27	22	20	19	22	20	24	
<i>Combined<sup>1</sup></i>	19	23	20	18	22	20	24	
	71	68	60	56	66	60	73	454
<b>ECC/Warde</b>	121							121
<b>TOTAL PRE-K-5</b>	192	654	644	650	696	696	729	4,261

## FAIRFIELD PUBLIC SCHOOLS ENROLLMENT - SECONDARY

	6	7	8	9	10	11	12	TOTAL
<b>Fairfield Woods</b>	303	266	337					906
<b>Roger Ludlowe</b>	278	258	312					848
<b>Tomlinson</b>	226	213	227					666
<b>TOTAL 6-8</b>	807	737	876					2,420
<b>FWHS</b>				388	316	383	351	1,438
<b>FLHS</b>				361	411	360	368	1,500
<b>Walter Fitzgerald Campus</b> <i>(20 CPP, Grade 12)</i>				0	3	9	38	50
<b>TOTAL 9-12</b>				749	730	752	757	2,988

SUMMARY	Pre-K - 5	6 - 8	9 - 12	TOTAL
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<b>Current:</b>	<b>4,261</b>	<b>2,420</b>	<b>2,988</b>	<b>9,669</b>
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Difference: Current - October 1, 2019	34	8	4	46
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October 1, 2019	4,227	2,412	2,984	9,623
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<sup>1</sup> PK has AM and PM slots. Full-Day PK Students are counted once.  
Please inform the Supt. Office of any discrepancies at 255-8371.



**FAIRFIELD  
PUBLIC SCHOOLS**

## 2020 BOE Meeting Dates

Usually 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays

<u>DATE</u>	<u>Meeting Type</u>
Tuesday, January 7, 2020	Regular/Budget Presentation
Tuesday, January 14, 2020	Special Meeting/Budget
Tuesday, January 21, 2020	Special Meeting/Budget
Tuesday, January 28, 2020	Regular Meeting/Budget Adoption
Tuesday, February 11, 2020	Regular
Tuesday, March 10, 2020	Regular
Tuesday, April 7, 2020	Regular
Tuesday, April 21, 2020	Special/Board Self-Evaluation
Tuesday, May 12, 2020	Regular
Tuesday, May 26, 2020	Regular/Student Awards, <a href="#">RLMS Auditorium</a>
Tuesday, June 9, 2020	Regular
Tuesday, June 23, 2020	Regular
Tuesday, August 25, 2020	Regular
Tuesday, September 8, 2020	Regular
Tuesday, September 22, 2020	Regular
Tuesday, October 13, 2020	Regular
Tuesday, October 27, 2020	Regular
Tuesday, November 10, 2020	Organizational/Regular
Tuesday, December 8, 2020	Regular

*January 23 and 29 are reserved as SNOW dates.*

**\*\* All meetings begin at 7:30 PM, 501 Kings Highway East, 2<sup>nd</sup> Floor Board Conference Room (unless otherwise noted)\*\***

### 2020 Committee Member & Liaison Assignments for Fairfield BOE

Committee	Primary Task(s)	2020 Appointment	Normal Meeting Schedule
Policy Committee	Review policies and recommend them for adoption to the full BoE.	Jennier Maxon-Kennelly (Chair), Jennifer Jacobsen, Jeff Peterson	1st or 2nd Tuesdays at 5:00 pm in Supt's Conference Room
Finance & Budget Committee	To provide a forum for Supt and staff to exchange ideas and discuss finances	Nick Aysseh, Jennifer Leeper (Chair), Christine Vitale	1st Tuesday, 9:00am in Supt. Conf. Room
Board of Health Member	Serve as an official member of the BoH per the Town Charter	Nick Aysseh	2nd Monday @ 7:30pm @ Sullivan Hall
Parks & Recreations Member	Serve as an official member per the Town Charter	Jessica Gerber	3rd Wednesday @ 7:00pm @ Postal Recreation center
C.E.S. Member	Serve as a member of the CES Board, which allows for two Fairfield members	Christine Vitale, Nick Aysseh	1st Thursday @ 3:00pm @ CES Adm. Building, Trumbull, CT
Bargaining Units Liaison	The Board Chair serves as the liaison with all bargaining units as may be required	Christine Vitale	Scheduled as required
Board of Finance Liaison	Attend BoF meetings and serve as the liaison between the BoE and BoF	Jeff Peterson	1st Tuesday @ 7:30pm @ BOE HQ
Mill Hill Building Committee	Attend Meetings and serve as liaison.	Jessica Gerber	Usually Wed. night but varies.
Sherman Building Committee	Attend Meetings and serve as liaison.	Christine Vitale	Usually Tue. night but varies.
RTM Liaison	Attend RTM meetings and serve as the liaison between the BoE and RTM	Jennifer Leeper	4th Monday @ 8:00pm @ BOE HQ
PTA Council Liaison	Attend PTAC meetings and serve as the liaison between the BoE and PTAC	Christine Vitale	2nd Monday @ 7:30pm @ BOE HQ
SEPTA Liaison	Attend SEPTA meetings and serve as the liaison between the BoE and SEPTA	Trisha Pytko	2nd Wednesday @ 7:30pm @ McKinley School
State General Assembly	To be a conduit between the state delegation and BoE on issues that may directly impact FPS	Jennifer Jacobsen	TBD
Transportation Advisory Committee Member	This group reviews all requests for a change of bus stops and decides on any changes	Nick Aysseh	Ad hoc basis, scheduled as required
Special Projects Standing Building Committee	The SPSBC is assigned projects by the 1st Selectman and oversees their construction.	Phil Dwyer	Last Monday of the month @ 5:00pm @ Sullivan Hall
Holand Hill Building Committee	Oversees the \$ 18,540,500 project. RTM approved 6/26/17.	Jeff Peterson	
Fair TV Board member	Serve as official member of the Fair TV Operating Council, as per their by-laws.	Tom Flynn	This group meets in various towns on their own schedule, set by their board.

### BOE Bargaining Unit Negotiations Committee Liaison

Committee	Primary Task(s)		Normal Meeting Schedule
FEA	Attends all bargaining unit negotiations as a representative of the BoE	Active in Fall, 2020 - Board Chairman	Generally scheduled during business hours and after school or evenings on an as needed basis.
FSAA	Attends all bargaining unit negotiations as a representative of the BoE	Fall, 2018 - Jeff Peterson <b>Complete</b>	Generally scheduled during business hours on an as needed basis.
Custodians	Attends all bargaining unit negotiations as a representative of the BoE	Spring, 2019 Nick Aysseh <b>Complete</b>	Generally scheduled during business hours on an as needed basis.
Secretaries	Attends all bargaining unit negotiations as a representative of the BoE	Spring, 2016 - Jennifer Maxon-Kennelly <b>Complete, Due to resume Spring 2020</b>	Generally scheduled during business hours on an as needed basis.
Paraprofessionals	Attends all bargaining unit negotiations as a representative of the BoE	Spring, 2018 - Jennifer Jacobson <b>Complete</b>	Generally scheduled during business hours on an as needed basis.
Special Education Trainers	Attends all bargaining unit negotiations as a representative of the BoE	Spring, 2020 - Jennifer Leeper Active	Generally scheduled during business hours on an as needed basis.