



8-25-2020 BOE Regular Meeting Agenda, 7:30 PM (Virtual)

**MEMBERS OF THE PUBLIC:**

**IN LIGHT OF COVID-19, AND PURSUANT TO EXECUTIVE ORDER 7B, THE TOWN IS CONDUCTING THIS MEETING VIA TELECONFERENCE ONLY.**

The best way to participate is to listen to:

1. FairTV's cable channel (channel 78 for Fairfield Cablevision customers); or
2. FairTV's webpage, <https://fairfieldct.org/fairtv/government>; or
3. Call 408-418-9388, and use Meeting Number (access code): 129 173 1784

Please Note:

- ✓ If you call in, you will not be heard by the board members and there will be no live public comment. The public is encouraged to send comments **on agenda items only** before or after the meeting by filling out a [public comment form](#) or sending an email to [publiccomment@fairfieldschools.org](mailto:publiccomment@fairfieldschools.org). As you would in a public meeting, please include your name and home address with your comment. All comments received and verified will be posted to the BOE webpage or added to the minutes from this meeting with your Name and Home Address Only—your email address will be excluded.
- ✓ To view all agendas, minutes and enclosures, please click [here](#).

Board of Education Regular Meeting Agenda (Virtual)

August 25, 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. Public Comment\*
4. Old Business
  - A. Approval of Lighting Projects at Jennings Elementary School and Roger Ludlowe Middle School  
**Recommended Motion:** "that the Board of Education approve the lighting projects at Jennings Elementary School and Roger Ludlowe Middle School"  
*(Enclosure No. 1)*
  - B. 2020-2021 Enrollment Update: Actual vs. Projections, Dr. Parrish  
*(Enclosure No. 2)*
  - C. School Reopening Update, Mr. Cummings
5. New Business
  - A. Adoption of 2020-2021 Student Calendar (Removing ½ PD day on 9/22)  
**Recommended Motion:** "that the Board of Education adopt the 2020-2021 Student Calendar as enclosed"  
*(Enclosure No. 3)*
  - B. Policies for First Read
    - B1. C-19.1 Temporary Policies and Regulations Related to the COVID-19 Pandemic (New)
    - B2. C-19.2 Health and Safety Protocols Related to the COVID-19 Pandemic (New)

- B3. C-19.3 Families First Coronavirus Response Act Leave (New)
- B4. C-19.4 Green Cleaning (3524.2)
- B5. C-19.5 Community Use of School Facilities (3515)
- B6. C-19.6 Visits to the Schools (1250)
- B7. C-19.7 School Volunteers (1212)
- B8. C-19.8 Attendance/Excuses/Dismissal (5113)
- B8. C-19.9 Transportation

*(Enclosure Nos. 4,5,6,7,8,9,10,11,12)*

6. Approval of Minutes

**Recommended Motion:** “that the Board of Education approve the following minutes:

- June 23, 2020 Special and Regular Meeting Minutes
- July 7, 2020 Special Meeting Minutes
- July 14, 2020 Special Meeting Minutes for 6:30PM and 7:30PM
- August 11, 2020 Special Meeting Minutes for 7:30PM”

*(Enclosure Nos. 13,14,15,16,17,18)*

7. Superintendent’s Report

A. Summer 2020 Work Update

*(Enclosure No. 19)*

B. COVID Related Expenses

*(Enclosure No. 20)*

8. Committee/Liaison Reports

9. Open Board Comment

10. Public Comment\*

11. 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

September 8, 2020 Regular Meeting	7:30 PM	501 Kings Hwy East 2 <sup>nd</sup> Floor Board 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 the office of Special Education, 501 Kings Highway East, Fairfield, CT 06825, Telephone: (203) 255-8379.*

# Energy Efficient Lighting LLC

*"Commercial, Municipal and Industrial LED Lighting Experts"*

## LED Lighting Upgrade Proposals 2020

Mr. Sal Morabito  
Fairfield Public Schools  
501 Kings Hwy  
Fairfield, CT 06825

August 18, 2020

RE: Fairfield Public Schools Lighting Upgrade Initiatives to LED Technology 2020  
Roger Ludlowe Middle School, Stratfield Elementary School and Jennings Elementary School

Energy Efficient Lighting (EEL) is excited at the prospect of working with you again. We started this successful relationship back in 2012 with our first project Holland Hill School and have gone on to upgrade lighting in 4 of your schools with excellent results. We appreciate our relationship with you and believe that we have met all your expectations.

Presently, The United Illuminating Co. (UI) is offering a COVID-19 bonus incentive to customers that initiate energy saving projects that are complete and post-inspected by December 31, 2020. Zero "out of pocket money" is required from you and the energy savings from the lighting will create a cash positive initiative.

We are presently working with UI representatives to earmark the funds needed to finance the referenced projects. I can assure you that EEL will complete this project by the December 31, 2019 deadline, and ensure full UI incentive, if we receive confirmation of project acceptance by September 10, 2012.

All LED products used in our projects are "Energy Star" rated, or Design Lights Consortium (DLC) approved and all are Underwriters Laboratories (UL) certified. The UL Listed seal means that the product has been tested by UL to nationally recognized safety and sustainability standards. Additionally, it has been found to be free from a reasonably foreseeable risk of fire, electric shock in a Division 2 environment. EEL also labels all fixtures to identify installed product, including a wiring diagram and tube removal procedure.

Type "B" LED tubes have been the selected choice for your schools since operational use is simply either on or off, so, dimming is not a standard practice. Type "B" tube systems are generally 30% less expensive than Type "C" LED tube systems and have less parts to worry about. Type "B" tube systems are also significantly less expensive to replace in the future and require only a fraction of the time to replace, verses other LED systems, since only the tubes are removed and the remaining system stays in tack. **We are proud to state that the LED tubes proposed for these projects are manufactured in the USA.**

Feel free to contact me if you have any questions regarding the project or this letter. We look forward to the prospect of working with you on this project.

Kindest Regards,

*Robert Guarino*

**Energy Efficient Lighting LLC**

Robert Guarino

203-809-4538

[rob@eelsaves.com](mailto:rob@eelsaves.com)

Monday, August 17, 2020

1:20 PM

# ENERGY OPPORTUNITIES

1-877-WISE USE

## Municipal Energy Opportunities Standard Agreement

This Agreement is entered into by and between The United Illuminating Company ("UI") and

Town Of Fairfield - Dept 001 ("Customer"), pertaining to the building to be retrofitted at

PALM DR 10 ; FAIRFIELD, CT (the "Facility"), **MEO Project # RnJp**, by

ENERGY EFFICIENT LIGHTING, LLC (the "Installing Vendor"). The Effective Date of this Agreement is the date that this Agreement is signed by both Customer and UI, subject to Section 5(b)(i) hereof.

### BASIC UNDERSTANDINGS

UI has a conservation program called Energy Opportunities which is designed for projects which "retrofit" existing systems with energy efficient alternatives. UI offers to pay incentives to eligible Customers who retrofit existing systems with energy efficient measures (each an "Individual Measure" and collectively, the "Measures") in the Customers' facilities. This Agreement provides the terms and conditions for payment of Standard Incentives and any applicable Bonus Incentives by UI to a Customer under the Energy Opportunities program. Customer expressly represents and warrants that the execution, delivery and performance by Customer of this Agreement are within such Customer's powers and have been duly authorized by all necessary action on the part of the Municipality (or any other person or entity, as applicable). This Agreement constitutes a valid and binding agreement of the Customer, enforceable against such Customer in accordance with its terms. Customer further acknowledges and agrees that it has selected the Installing Vendor and has and will continue to be solely responsible for such selection, which selection was in accordance with any and all legal, governmental or regulatory rules and requirements (whether federal, state, municipal or otherwise) applicable to Customer. Any payments (if any) made by UI to Installing Vendor in connection with Installing Vendor's installation of ECMs hereunder at the Facility and pursuant to Customer's direction as provided for herein, are made by UI solely in its role as administrator of conservation and load management programs approved by the Connecticut Public Utilities Regulatory Authority. UI assumes no responsibility or liability whatsoever with respect to Customer's selection of the Installing Vendor, the Installing Vendor's installation of the ECMs for Customer, and/or any agreement that Installing Vendor and Customer may have entered into in connection with such installation.

### 1. CUSTOMER ELIGIBILITY

Any municipality that is a retail end use UI customer is eligible to participate in the Energy Opportunities program.

### 2. INCENTIVES

- a. Subject to the terms and conditions contained herein, UI will pay incentives to Customers for the installation of Energy Conservation Measures (ECMs) as specified in the attached Schedule A, incorporated herein by reference.
- b. ECMs are those conservation measures that are consistent with UI's desire to achieve energy conservation and load management, and that are approved by UI in advance and in its sole discretion as set forth herein.
- c. Customer understands and agrees that incentive schedules for which Customer may be eligible vary based upon the classification of customers.
- d. ECMs are not eligible for incentives from the Energy Opportunities program if the Customer has received incentives for that specific ECM under any other UI incentive program.

### 3. PRE-APPROVAL & PRE-INSTALLATION SURVEY

- a. Among other conditions for receipt of incentives hereunder, UI is not bound to pay any incentive to Customer hereunder unless UI pre-approves in its sole discretion each ECM that has been proposed by the Customer and/ or (as determined by UI) completes a satisfactory pre-installation survey of the Customer's Facility.
- b. UI reserves the right, in its sole discretion, to approve or dis-approve any proposed ECM. Any failure to approve any and all ECMs shall not under any circumstances constitute approval by UI of such ECMs.



MEO Project # RnJp Agreement Printed 08/17/2020 11:35:51 AM

- 1 -



# ENERGY OPPORTUNITIES

I-877-WISE USE

## Municipal Energy Opportunities Standard Agreement

- c. Among other conditions for receipt of incentives hereunder, UI is not bound to pay any incentives unless the Customer commits to installing the ECM(s) evidenced by its execution and delivery of this Agreement, including Schedule A and complying with all of the terms and conditions contained in this Agreement including but not limited to the timeframe described in Paragraph 5, section b.

### 4. CUSTOMER APPLICATION & ANALYSIS

- a. The Customer agrees to comply with the steps outlined in Paragraph 5, section b.
- b. In addition to the execution and delivery of this Agreement, including Schedule A, UI may in its sole discretion, require Customer to perform or cause to be performed a thorough analysis of the demand and energy reduction potential and life expectancy of the proposed ECMs ("Analysis"). In some cases, UI may require, in its sole discretion, that a licensed or certified energy professional or engineer prepare this Analysis. Customer shall provide to UI specifications, engineering data or other reasonable information necessary for the completion of such Analysis of the proposed ECM.
- c. UI will review the Customer's Application and Analysis (if applicable) to determine the potential for reducing energy consumption at the Facility via the ECMs. UI reserves the right, in its sole discretion to accept, reject, or modify any calculations set forth in the Application and Analysis (if applicable) based on UI's own analysis of the ECMs, including but not limited to the incremental cost of energy and demand savings, actual energy savings, life expectancy of the ECM, and the cost of the ECM.
- d. UI reserves the right to approve only those site-specific ECMs that UI believes have cost effective energy reduction potential. In any case, UI reserves sole discretion to approve or disapprove each proposed ECM in its sole discretion.

### 5. CANCELLATION

- a. Customer may cancel this Agreement at any time by providing UI with written notice of the same.
- b. UI may cancel this Agreement immediately without notice to the Customer if any of the following conditions exist:
  - i. the Customer fails to sign the Standard Agreement and Schedule A within 30 Business days of UI's approval date. For the sake of clarity, any Standard Agreement signed by Customer after such 30 Business Days shall automatically be void and of no force and effect;
  - ii. the Customer fails to initiate installation or construction of the project within 60 Business days of UI's approval date;
  - iii. the Customer has not submitted to UI a written explanation, acceptable to UI in its sole discretion outlining the reasons why the initiation of the construction process has not begun within 60 Business Days of the approval date. These situations will be subject to UI review on an individual basis;
  - iv. the Customer fails to complete the installation of the ECMs within 10 months of UI's approval date;
  - v. the Customer has not submitted an acceptable written explanation outlining the reasons why the construction process has not been completed within 10 months of the approval date. These situations will be subject to UI review on an individual basis.
- c. Upon cancellation of this Agreement by either Party, Customer will reimburse UI within 30 Business Days for any and all payments made by UI to Customer under this Agreement.
- d. If Customer does not install all of the ECMs listed in Schedule A, UI may, in its sole discretion, adjust the incentives for which the Customer is eligible according to the criteria and participation requirements of the Energy Opportunities program.

### 6. POST-INSTALLATION VERIFICATION

- a. UI will pay incentives to Customer only after UI has performed to its sole satisfaction a post-installation inspection of the Facility and the ECMs. In addition to the foregoing, no incentive payment shall be made by UI to Customer or Installing Vendor (as the case may be) until Customer has executed an acknowledgement in the form attached hereto as Exhibit 2.
- b. If as a result of UI's post-installation inspection, UI determines that the ECMs installed at the Facility were not installed in a manner that is consistent with the purpose of achieving energy savings, the Customer shall make modifications as determined to be necessary by UI in order to ensure achievement of energy savings. A failure by Customer to promptly perform such modifications will result in Customer forfeiture of any incentives for which it is eligible.



# ENERGY OPPORTUNITIES

1-877-WISE USE

## Municipal Energy Opportunities Standard Agreement

- c. If as a result of UI's post-installation inspection, UI determines that the operation of any equipment installed in connection with Customer's participation in the Energy Opportunities program is not consistent with generally accepted industry standards and practices, including, where applicable, state or federal building code mandates, environmental regulations, and current standards published or otherwise recognized by the American Society of Heating, Refrigeration, and Air Conditioning Engineers ("ASHRAE") for the operation of Heating, Ventilation, and Air Conditioning ("HVAC") units, Customer shall make modifications as determined to be necessary by UI to ensure compliance with such applicable standard(s). A failure by Customer to promptly perform such modifications will result in Customer forfeiture of any incentives for which it is eligible.

### 7. MONITORING & VERIFICATION

- a. UI reserves the right to continue to monitor any or all proposed and installed ECMs for the purpose of determining the actual value of energy reduction.
- b. Customer agrees to grant UI access at all reasonable times to the Facility for the purpose of examining and monitoring proposed and installed ECMs. The results of this monitoring will not affect any payments already received by Customer hereunder, except for such payments that are required to be reimbursed by Customer pursuant to the terms and conditions contained in this Agreement.
- c. Customer understands and agrees that UI reserves the right to decrease any unpaid incentive amounts for which Customer is eligible hereunder if, based on the results of UI's on-site monitoring and verification, UI determines in its sole discretion that less than the proposed ECM savings are likely to result via the ECMs.

### 8. INCENTIVE AMOUNTS

- a. Any incentive amounts requested by Customer in connection with this program may be reduced by UI in its sole discretion and only incentive levels approved by UI in connection with this Agreement are eligible to be earned by Customer.
- b. UI reserves the right to modify any program incentives for which Customer is eligible hereunder and the incentive structure at anytime and without any prior notices to Customer.
- c. In the event that, following execution and delivery of this Agreement, the program is modified or cancelled for any reason, this Agreement will continue in effect pursuant of all of its terms and conditions.
- d. The dollar amount of the incentive available to Customer pursuant to this Agreement is calculated by UI based on UI's understanding of the total project cost of the installation of the ECMs at Customer's Facility ("UI Total Project Cost") as supplied by Customer or the installing Vendor. In the event that the actual project cost is lower than the UI Total Project Cost for any reason, including but not limited to the availability of any and all state, federal or local tax rebates that may be applicable to the Customer's installation of the ECMs at the Facility, and/or any and all rebates, incentives, credits or adjustments of any nature that Installing Vendor provides to Customer and which lowers the UI Total Project Cost, then Customer shall promptly provide UI with written notice of the same and UI reserves the right, in its sole discretion, to recalculate the dollar amount of the incentive available to Customer under this Agreement based on the actual project costs and such recalculated incentive amount shall be the incentive available to Customer under this Agreement. In the event that UI has already provided Customer with an incentive payment based on the UI Total Project Cost prior to UI's receipt of notice from Customer of an actual project cost that is lower than the UI Total Project Cost, UI may require Customer to refund the difference between the incentive paid by UI to Customer and the incentive that results from UI's incentive recalculation based on the actual project cost. Any such refund shall be made by Customer within thirty (30) days after written demand of the same from UI.

### 9. COMPREHENSIVE PROJECTS

- a. Comprehensive projects may be eligible for bonus incentives only if specific funding is available and approved.
- b. Comprehensive projects may include energy savings from other fuel sources. However the value of the incentive will be based entirely on the electric energy savings components.
- c. Projects are considered comprehensive if they consist of two (2) or more end uses and at least one (1) measure per end use. Projects consisting of multiple measures per end use are eligible provided that the project consists of at least 2 end uses and meet the criteria in Paragraph 9 (d, e) below.
- d. No one end use can have 85% or more of the value of the project's energy savings or peak summer demand reduction.



MEO Project # RnJp Agreement Printed 08/17/2020 11:35:51 AM

- 3 -



# ENERGY OPPORTUNITIES

1-877-WISE USE

## Municipal Energy Opportunities Standard Agreement

- e. The remaining enduse(s) must account for at least 15% of the value of the project's energy savings or peak summer demand reduction (based on the cumulative total of the remaining enduse(s)).
- f. Each Measure will be reviewed independently to determine the applicability of the EO program incentives based on the Energy Opportunities Incentive guidelines.
- g. If the project is modified to where the project does not meet the comprehensive criteria then the incentive is calculated on the individual merits of the Measures due to scope changes and/or measures.
- h. The project must have all Measures installed within a reasonable time frame to receive the comprehensive incentive. A reasonable timeframe is defined in Paragraph 5(b) above. UI reserves the right to modify the definition of a "reasonable time frame" based on the project. In the event, the scope of the project changes, the incentive amount will be calculated on the merits of the remaining individual measures.
- i. Projects will be reviewed on a case-by-case basis

### 10. MULTIPLE FUEL or NON-ELECTRIC ECMs

UI reserves the right in its sole discretion (but in no event is obligated) to pay incentives for any energy saving non-electric ECM.

### 11. ECM INSTALLATION COST

- a. Customer shall supply UI with copies of all appropriate paperwork that documents that the construction or installation process has been initiated (such as a purchase order, bid document, contract etc. and any other documentation as requested by UI).
- b. Customer shall supply UI with copies of all paid invoices (including all materials, labor, and equipment discounts) reflecting the actual costs of design engineering, purchasing, and installing the ECMs, along with costs for demolition and disposal of materials. UI may also request and Customer shall supply UI with other reasonable documentation or verification of the Customer's actual cost for purchasing and installing the ECM. Incentives are applicable to and available with respect to incentives for ECM installation costs only those ECMs that are actually installed and Customer is eligible for incentives for ECM installation costs only to the extent that the costs are deemed reasonable by UI in its sole discretion. Costs for financing, extra equipment, spare parts, inventoried items, painting, and any other non-installed materials are not eligible for UI reimbursement under this Agreement.

### 12. PAYMENT

- a. Incentive payments will be made by UI within 60 days after UI has completed a post-installation verification of ECM installations and the actual costs thereof to its sole satisfaction. UI may also arrange with Customer to make incentive payments in installments. In addition to the foregoing, no incentive payment shall be made by UI to Customer or Installing Vendor (as the case may be) until Customer has executed an acknowledgement in the form attached hereto as Exhibit 2.
- b. If Customer has an established UI account, it may request that the incentive amount applicable to it under this Agreement be paid in the form of a credit to the Customer's electric bill by designating the method of payment on the Schedule A at the time of entering into this Agreement.
- c. The Customer understands and acknowledges that UI shall pay the incentives from the Energy Conservation and Load Management Fund ("C&LM Fund"). In the event that all or any part of UI's C&LM Fund is designated by legislative or regulatory action for purposes other than implementation of UI's C&LM programs, and UI determines that the C&LM Fund is insufficient to cover the cost of such programs, UI shall have no obligation to pay any incentives hereunder and shall have no further liability to the customer. Customer shall not hold UI liable in any way and shall hereby hold UI harmless from and against any and all liabilities, costs or damages incurred by Customer in the event of a program funding reduction or elimination, including but not limited to the insufficiency of the C&LM Fund to cover the cost of C&LM programs as determined by UI.

### 13. PERFORMANCE CONTRACTING

If the ECMs are being installed by a third party under a performance contract arrangement, UI reserves the right to determine the cost of purchasing and installing the ECMs as the costs actually incurred by the third party or in UI's sole discretion based upon UI's experiences with similar ECMs in other Customers' facilities.





# ENERGY OPPORTUNITIES

I-877-WISE USE

## Municipal Energy Opportunities Standard Agreement

### 14. FINANCING OPTION

- a. Third party financing for the ECMs to be installed at Customer's Facility pursuant to this Agreement may be available to Customer from a UI designated third party financing provider ("TPFP") provided that Customer's project meets (among other requirements) the following eligibility requirements:
  - (i) The project has a Simple Payback Period greater than 1.5 years but less than 7 years. Simple Payback Period means the total cost of the project divided by the estimated annual energy savings of the project through its first year of operation.
  - (ii) The project is eligible for inclusion in UI's Energy Opportunities program.
  - (iii) The project does not participate in other financing options under Connecticut Energy Efficiency Funds (CEEF) programs administered by UI, specifically the Municipal loan with on-bill repayment.
  - (iv) The project is not a federal government or agency project.
  - (v) The project includes only equipment retrofits (i.e., it does not involve new construction or major renovation).
  - (vi) The Customer is an existing business which has been in operation for three (3) years and qualifies through the TPFP's business credit review
- b. Customer acknowledges and agrees that, in addition to the foregoing project eligibility requirements, Customer must apply to the TPFP in order to secure financing by the TPFP for its project (as described herein). The decision by the TPFP to provide (or not provide) financing to Customer in connection with its project is at the sole discretion of the TPFP and Customer acknowledges and agrees that UI is not responsible in any way for any decision by the TPFP to provide, or not to provide, financing for Customer's project. In addition to the foregoing, any and all financing transactions as between the TPFP and Customer in connection with the project are solely as between such parties. UI is not responsible in any way for any and all decisions, acts or omissions of the TPFP in connection with any and all financing transactions as between the TPFP and Customer in connection with Customer's project. Customer hereby agrees to indemnify, defend, and hold harmless, UI, from any and all claims, actions, costs, expense, damages, and liabilities, including reasonable attorney's fees, resulting from or arising out of Customer's decision to seek financing for its project from the TPFP, including but not limited to any and all action or inaction of the TPFP related to the same.
- c. In the event that Customer receives financing from the TPFP as contemplated and provided for herein, UI may, in its sole discretion, provide an "interest rate buy down" in connection with such TPFP financing. An "interest rate buy down" means an upfront payment provided by UI (through use of CEEF funds) to the TPFP in order to lower the interest rate paid by Customer to the TPFP over time. An interest rate buy down is only available to Customer in connection with TPFP loans that are no less than \$2,000 and no greater than \$100,000. In the event that Customer (i) is eligible for and receives financing for its project from the TPFP pursuant to the TPFP's EO financing program and (ii) UI determines, in its sole discretion, that it will provide an interest rate buy down in connection with such TPFP financing for Customer's project, then Customer will receive 100% of the incentive calculated by UI for the Customer's project and a partial interest buy down or subsidy, which in turn determines the available interest for the project either 4.99%, 2.99%, or 0% loans respectively. The maximum term of TPFP loans for which Customer receives an interest rate buy down from UI shall be (i) the Net Simple Payback Period for the project plus one year or (ii) five years, whichever is less. Net Simple Payback Period is defined as (A) the total cost of Customer's project that is the subject of this Agreement minus the incentive calculated by UI for the project divided by (B) the estimated energy savings expected to be experienced by Customer as a result of the project (as calculated by UI).
- d. Customer may seek additional financing from the TPFP, typically up to a total amount of \$1,000,000. Any projects that exceed \$1,000,000 would be reviewed on a case by case basis. However, financed amounts greater than \$100,000 are not eligible for any interest rate buy down from the CEEF funds. Any financed amounts greater than \$100,000 will be subject to current market interest rates and will be determined by the TPFP.
- e. Customer may seek financing of its project from any third party financing entity provided, however, any interest buy down that the CEEF Fund and UI may provide with respect to Customer's project, if at all, shall only be applicable with respect to TPFP financing pursuant to the terms and conditions provided for herein.

### 15. ECM MAINTENANCE

- a. In order to maintain the estimated energy savings benefit derived by UI for ten (10) years from the date of installation of the applicable ECMs, Customer agrees to repair or replace the ECMs periodically, using energy saving equipment similar or superior to the equipment that was installed originally. If Customer's performance of this provision proves to be impossible or



MEO Project # RnJp Agreement Printed 08/17/2020 11:35:51 AM

# ENERGY OPPORTUNITIES

I-877-WISE USE

## Municipal Energy Opportunities Standard Agreement

impracticable, Customer shall, within ten (10) days of its determination of its inability to perform, notify UI promptly of its inability to perform and in such an event, UI may, at its sole and full discretion, require Customer to promptly reimburse UI for a prorated portion of all incentives and installation cost reimbursement paid under this Agreement subject to interest charges set forth in Paragraph 15(c) below.

- b. If UI in its sole discretion deems it appropriate, to ensure the efficiency gained through incentives paid by in connection with this Agreement, UI may require the Customer to maintain a service contract with a vendor acceptable to UI for the term of this Agreement, or another term determined by UI to be applicable to the specific ECM installed.
- c. Neither Customer nor its agents, contractors, or subcontractors shall knowingly circumvent the net energy performance of ECMs or related systems installed pursuant to this Agreement. In the event of a breach of this provision, UI will require Customer to reimburse in full all of the incentives and installation cost reimbursement paid for these ECMs. All Customer reimbursements to UI will include interest accrued from the date of receipt of the incentive by the Customer, at the annual rate of eight percent (8%).

### 16. LIMITATION OF LIABILITY

UI shall not be liable to Customer for any damages in contract or tort or otherwise including negligence caused by any activities in connection with this Agreement or in connection with the retrofitting of the Facility, including without limitation the actions or omissions of any design professional or any employee, agent, contractor, subcontractor or consultant retained by UI. UI's liability under this Agreement shall be limited to paying the incentives specified for the ECMs but only as and if such incentives become payable to Customer and only to the extent that such incentives are not subject to repayment as provided for in this Agreement. In no case shall UI be liable to Customer for any special, indirect, consequential, incidental, punitive or exemplary damages of any kind, including but not limited to loss of use, lost profits, out of pocket expenses by statute, tort or contract, in equity under any indemnity provision or otherwise.

### 17. INDEMNIFICATION

Customer agrees to indemnify, defend and hold harmless, the UI, from any and all claims, actions, costs, expenses, damages, and liabilities including reasonable attorney's fees, resulting, from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of Customer's employees or other authorized agents in connection with Customer's activities within the scope of this Agreement, including, without limitation, claims arising from Customer's installation and/or maintenance of HVAC units in compliance with current standards for the performance of such units published or recognized by ASHRAE. Customer's duty to indemnify shall continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to the expiration or termination of this Agreement

### 18. NO WARRANTIES

- a. Customer acknowledges and agrees that neither UI nor any of UI's employees or consultants are responsible for assuring that the design, analysis, engineering, and retrofitting of the Facility or installation of any or all of the individual ECMs or equipment is proper or complies with any particular laws, codes, or industry standards, including, without limitation, current standards published or otherwise recognized by ASHRAE for HVAC units.
- b. Customer understands and agrees that UI does not represent, warrant, or guarantee the product or service of any particular vendor, manufacturer, contractor, or subcontractor. Customer further understands and agrees that UI does not represent, warrant or guarantee the safety of the ECMs or that the installation of any ECMs pursuant to this Agreement will result in any level of energy savings or result in any measurable energy related benefit.

### 19. NO TAX LIABILITY

UI is not responsible for any tax liability imposed on the Customer or the Customer's authorized recipient as a result of the incentive payment.

### 20. LIMITED SCOPE of REVIEW

UI's scope of review for purposes of this Agreement is limited to determining if the design and installation of the ECMs have met the program conditions. UI does not include any kind of safety or performance review of any equipment installed or serviced in connection with this Agreement or any planned or installed ECMs, including, without limitation, any compliance by HVAC units with current standards published or otherwise recognized by ASHRAE





# ENERGY OPPORTUNITIES

I-877-WISE USE

## Municipal Energy Opportunities Standard Agreement

### 21. OBLIGATION TO INSTALL

This Agreement does not obligate Customer to install any of the ECMs that have been approved by UI. However, if Customer, subsequent to such approval, elects to install the ECMs, the terms and conditions of this Agreement shall govern the payment of incentives and the maintenance of the ECMs at the Facility.

### 22. PROGRAM CHANGES

UI reserves the right to cancel or change the Energy Opportunities program at any time without prior notice to Customer. Except as otherwise provided in this Agreement, all fully executed agreements that are in compliance with the terms and conditions contained herein will be processed to completion under the terms and conditions of the Energy Opportunities program in effect on the Effective Date.

### 23. PAYMENTS ASSIGNED TO CONTRACTORS

- a. UI Customers may designate in writing the Customer's Installing Vendor as the sole recipient of any incentives and/or installation cost reimbursements owed to Customer under this program. Customer's written designation shall also state that Customer acknowledges and agrees that it has no further claim or right, title or interest in and to any such incentives and / or installation reimbursements.
- b. In addition to the requirements set forth in Paragraph 23 (a) above, Customer must request the change in incentive / installation cost recipient by signing the designated area on Schedule A.
- c. In addition to the requirements set forth in Paragraph 23 a and b) above, if Customer assigns the incentives and/or installation cost reimbursements to the Installing Vendor, Customer must supply or cause its designated recipient to supply UI with a Letter of Acknowledgement and a completed W-9 containing designated recipient's Federal Tax Identification number.
- d. In addition to the foregoing, prior to the release by UI of any incentive/installation cost reimbursement by UI to the Installing Vendor, Installing Vendor shall execute an acknowledgment in the form attached hereto as Exhibit 1 and Customer shall cause Installing Vendor to execute the same.

### 24. PUBLICITY OF CUSTOMER PARTICIPATION

UI may, with Customer's consent, publicize Customer's participation in the program, the results of Customer's participation in the program, the value of incentives paid to Customer by UI under the program, and any other information relating to or in connection with Customer's participation in the program.

### 25. BALLAST & LAMP DISPOSAL

Customer agrees to comply with all laws and regulations promulgated by the State of CT Department of Environmental Protection and all other applicable laws, rules and regulations relating to the proper disposal of fluorescent lamps and PCB ballasts. The costs incurred by Customer in connection with the disposal of fluorescent lamps and PCB ballasts may be included in Customer's calculation of costs for installing the ECMs. Customer must provide to UI documentation acceptable to UI that verifies the proper disposal of all hazardous materials.

### 26. EXISTING and NEW SELF-GENERATION

The incentive amount paid by UI to Customer under this Agreement will be determined by UI based on UI's evaluation of the net benefit of the ECMs for which Customer is receiving an incentive to UI's customers as a whole ("Net Customer Benefit"). Accordingly, UI will establish and reserves the right to reduce the incentive amount in order to reflect the impact of Customer's existing self-generation or new self-generation installed after the Effective Date hereof (as the case may be) to reflect the impact of such self-generation on UI's Net Customer Benefit calculation. UI may require Customer to refund to UI all or a portion of the incentive amount paid to reflect the reduced Net Customer Benefit. Any interconnection of new self-generation to the utility grid must comply with UI's then current policies and standards governing such interconnections.

### 27. FORWARD CAPACITY MARKET AND CLASS III CREDITS:

#### ISO-NE CAPACITY PAYMENTS

By signing this document, and as a condition to receiving a rebate pursuant to this program, the customer acknowledges and agrees that any and all payments, benefits and/or credits associated with or applicable to the customer's participation in the program that is the subject of this Agreement in connection with the ISO New England, Inc. Forward Capacity Market ("FCM") or any existing, successor or replacement markets, (including, but not limited to, any and all transitional FCM credits or payments or any





# ENERGY OPPORTUNITIES

1-877-WISE USE

## Municipal Energy Opportunities Standard Agreement

and all other capacity-related credits, payments and/or benefits for which such customer is eligible) shall be deemed as and form capacity payments, credits and/or benefits of The Connecticut Light and Power Company, doing business as Eversource Energy (Eversource), or The United Illuminating Company (UI), as applicable. The customer hereby assigns to Eversource or UI, as applicable, all of its right, title and interest in and to any and all such capacity payments, credits and/or benefits, and agrees to take any and all action, including executing and delivering any and all documentation and/or instruments, as requested by Eversource or UI, as applicable, to evidence the same. FCM means the market for procuring capacity pursuant to ISO-NE Tariff, FERC Electric Tariff No. 3, Section III, Market Rule 1, Section 13, any modifications to the FCM, or any successor or replacement market/capacity procurement process.

### 28. CLASS III CONSERVATION CREDITS

Any Class III renewable energy credits and/or conservation credits received in connection with this program shall be retained by the Companies pursuant to the laws of the State of Connecticut and/or applicable PURA decision in effect as of the date hereof

### 29. MISCELLANEOUS

- a. The term of this Municipal Energy Opportunities Agreement will commence as of the Effective Date and continue for ten (10) years from date of the first payment made by UI to Customer pursuant to Paragraph 11 above unless sooner terminated as provided for herein.
- b. Customer understands that UI is willing to pay the Energy Opportunities incentives based on the long-term value of the energy reductions to UI.
- c. If at any time during the term of this Agreement, and during which time the Facility is occupied by the Customer, or any affiliate of the Customer, the operation of the Facility is modified so as to diminish the value of the energy efficient measures, UI may require reimbursement by Customer of all or a prorated percentage of the Energy Opportunities incentives and installation cost reimbursements paid by UI to Customer hereunder.
- d. Where Customer has installed or modified any HVAC unit in connection with Customer's participation in the Energy Opportunities Program, Customer shall, prior to UI's payment of an incentive, provide UI with a written statement confirming that such HVAC unit meets or exceeds the current standards for the operation of such HVAC unit as recognized by ASHRAE. Customer's failure to provide such written confirmation shall result in UI's withholding of any and all incentives for which Customer is eligible for hereunder until such failure is corrected.
- e. During the term of this Agreement, Customer will require any successor to its interest in the Facility during the term of this Agreement (whether direct or indirect, by sale of the Facility to a third party, by expiration or termination of Customer's lease of the Facility, or by purchase, merger or consolidation of Customer or all or substantially all of its assets by with or into a third party) by an agreement in form and substance satisfactory to UI, to assume and agree expressly to be bound by the provisions of this Agreement. Failure of Customer to obtain such agreement by the effectiveness of any such succession shall be a breach of this Agreement and shall entitle UI to reimbursement for all or a prorated percentage of the incentives paid by UI to the Customer under this Agreement.
- f. If either UI or Customer desires to modify the content of this Agreement, the modification must be in writing and signed by an authorized representative of each party in order for the modification to be enforceable against that party.
- g. Customer may not assign this Agreement without the written consent of UI. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, personal representatives, successors and assigns.
- h. Any waiver of any breach of any provision of this Agreement shall not be a waiver of any subsequent breach of the same or any other provisions of this Agreement.
- i. All notices shall be in writing and delivered personally or by overnight courier to the addresses of the parties set forth at the beginning of this Agreement. Any such notice shall be deemed given on the dated delivered.
- j. This Agreement shall be governed and construed in accordance with the laws of the State of Connecticut without regard to its conflicts of laws and principles.



MEO Project # RnJp Agreement Printed 08/17/2020 11:35:51 AM

- 8 -

# ENERGY OPPORTUNITIES

1-877-WISE USE

## Municipal Energy Opportunities Standard Agreement

- k. All requirements, terms, conditions and provisions of this Agreement which by their nature are incapable of being fully performed within the period of performance hereof shall survive cancellation, termination or expiration of this Agreement, including but not limited to any and all reimbursement obligations of Customer hereunder.
- l. The relationship of the parties is that of independent contractors. None of the provisions of this Agreement is intended to create nor will be construed to create an agency, partnership or employment relationship between or among the parties. No party or any of its officers, members, or employees, will be deemed to be the agent, employee or representative of another party.
- m. This Agreement, including all schedules attached hereto, forms the entire agreement between the parties and supersedes all other communications and representations related to the subject matter hereof.
- n. A "Business Day" as used in this Agreement is a day for which commercial banks are open for business in Connecticut

In order to evidence its agreement to the above terms, each party has signed or caused an authorized representative to sign this Agreement on the date(s) specified below.

### CUSTOMER:

By: \_\_\_\_\_  
(print)  
Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_  
(sign)

### THE UNITED ILLUMINATING COMPANY:

By: Fred Schiavi \_\_\_\_\_ Title: \_\_\_\_\_  
Title: Sales Engineer Date: 08/17/2020 \_\_\_\_\_ Date: \_\_\_\_\_





# ENERGY OPPORTUNITIES

I-877-WISE USE

## Municipal Energy Opportunities Standard Agreement

### EXHIBIT 1

#### AGREEMENT REGARDING Town Of Fairfield - Dept 001 MUNICIPAL ENERGY OPPORTUNITIES STANDARD AGREEMENT

This Agreement regarding Town Of Fairfield - Dept 001 Municipal Energy Opportunities Standard Agreement Project #RnJp ("Agreement") is entered into this 17 day of August, 2020 ("Effective Date") by and among The United Illuminating Company ("UI"), and ENERGY EFFICIENT LIGHTING, LLC.

#### WITNESSETH:

WHEREAS, the Town Of Fairfield - Dept 001 ("Customer") entered into a certain Municipal Energy Opportunities Standard Agreement with UI with an effective date of 08/17/2020 ("MEO Agreement"), which MEO Agreement is attached hereto as Exhibit 1 and incorporated herein by reference; and

WHEREAS, the MEO Agreement governs the Customer's participation in the Municipal Energy Opportunities program ("Program") and certain energy efficient retrofits ("Retrofits") to a certain building located at PALM DR 10 ; FAIRFIELD, CT (the "Facility" as defined in the MEO Agreement) to be performed by ENERGY EFFICIENT LIGHTING, LLC (or "Installing Vendor" as defined in the Agreement); and

WHEREAS, the MEO Agreement (along with its attachments and exhibits including a Financial Agreement Addendum) sets forth (i) a total project cost of \$ 52,846.00 ("Total Project Cost"), (ii) an incentive of \$ 23,781.00 ("Incentive") and (iii) a balance of \$ 29,065.00 ("Balance"); and

WHEREAS, pursuant to the MEO Agreement, the Balance is to be repaid by Customer via monthly payments of \$ 807.37 on Customer's UI electric service bills for a period of Thirty Six (36) months; and

WHEREAS, the Program and MEO Agreement contemplates that the Customer will (i) receive a payment from UI in an amount equal to the Total Project Cost (ii) pay the Installing Vendor the Total Project Cost and (iii) make the monthly payments as set forth in the MEO Agreement until the Balance is paid in full; and

WHEREAS, the Customer is solely responsible for securing an installing vendor and paying the Installing Vendor in connection with its Program project; and

WHEREAS, the Customer has requested that UI pay the Total Project Cost directly to the Installing Vendor.

NOW, THEREFORE, in consideration of the premises and the mutual covenants contained herein, Customer, UI and Installing Vendor agree as follows:

1. Payment of Total Project Cost. Subject to the terms and conditions contained in this letter agreement, UI agrees to pay the Total Project Cost directly to the Installing Vendor.



MEO Project # RnJp Agreement Printed 08/17/2020 11:35:51 AM

- 10 -



# ENERGY OPPORTUNITIES

1-877-WISE USE

## Municipal Energy Opportunities Standard Agreement

2. Payment of Balance. Customer agrees to pay to UI an amount equal to the Balance, which Balance will be paid to UI monthly as part of Customer's UI electric service bill over a period of **Thirty Six (36)** and in monthly payment amounts of \$ **807.37** .

3. Relationship of Parties. The Parties acknowledge and agree that (i) Customer has contracted Installing Vendor to perform the energy efficient retrofits, (ii) Installing Vendor is solely responsible for the installation of the energy retrofits at the Facility, (iii) in connection with the Program, the MEO Agreement, and this Agreement, UI's sole responsibility is as an administrator of the Connecticut Energy Efficiency Fund, (iv) neither Customer nor Installing Vendor shall hold UI responsible in any way for the Retrofits at the Facility in connection with the Program and MEO Agreement, including but not limited to their installation, operation and maintenance, and (v) Installing Vendor agrees to indemnify, defend and hold UI, its affiliates, successors, assignees and each of its and their shareholders, directors, officers, employees and agents harmless from and against any and all suits, claims, and proceedings resulting in liabilities, damages, costs, losses and expenses, including court costs and reasonable attorneys' fees, which arise out of or relate to the Installing Vendor's installation of the Retrofits at the Facility.

4. MEO Agreement. Except as expressly modified herein, all of the terms and conditions contained in the MEO Agreement remain in full force and effect.

IN WITNESS WHEREOF, UI, Customer and Installing Vendor have each caused this Agreement to be executed in its name by one of its officers thereunto duly authorized as of the Effective Date.

### CUSTOMER:

By: \_\_\_\_\_  
(print)  
Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_  
(sign)

### INSTALLING VENDOR: ENERGY EFFICIENT LIGHTING, LLC

By: \_\_\_\_\_  
(print)  
Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_  
(sign)

### THE UNITED ILLUMINATING COMPANY:

By: **Fred Schlavi**  
Title: **Sales Engineer** Date: **08/17/2020**



# ENERGY OPPORTUNITIES

1-877-WISE USE

## Financial Agreement Addendum

This Financial Agreement which forms part of the Municipal Energy Opportunities Standard Agreement and is effective as of the date signed by all parties below (the "Effective Date") is entered into by and between The United Illuminating Company ("UI") and **Town Of Fairfield - Dept 001** (the "Customer"), pertaining to the building to be retrofitted at **PALM DR 10 ; FAIRFIELD, CT** (the "Facility"), **Municipal Energy Opportunities** Project # **RnJp**.

The Customer agrees that UI makes no warranties, expressed or implied, regarding the serviceability of any products installed or purchased in connection with the Facility retrofit. The Customer also agrees that it is solely responsible for selecting and contracting with the contractor who will be performing the Facility retrofit, which contractor is identified below ("Contractor"). The Customer and Contractor (as evidenced by Contractor's signature below) each agree to indemnify and hold harmless UI and its officers, directors, employees of affiliates thereof, from any damages, fines, settlements or judgments which directly arise from or are caused by the wrongful, or negligent acts or omissions of any party in the conduct or performance of the Facility retrofit by the Contractor. The Customer shall specifically indemnify and hold harmless, UI with respect to all work contracted for between the Customer and the Contractor, and from any damages, fines, settlements or judgments which directly arise from or are caused by the acts or omissions of the Contractor.

The Customer understands and agrees that UI will not be responsible for any tax liability imposed on the Customer as a result of its participation in the Energy Opportunities program. Customer/Vendor must supply its Federal Tax Identification Numbers or Social Security Number as they are required for distribution of UI incentives. UI will issue a 1099 form to each non-incorporated customer receiving an aggregate incentive payment in excess of \$600.00 in any calendar year.

Customer hereby requests that UI assist financially in connection with the installation work described in Schedule A of the Municipal Energy Opportunities Standard Agreement, at the service address listed below, pursuant to UI's terms and conditions applicable to the Energy Opportunities program. UI and the Customer agree that, in addition to any and all other terms and conditions of the Energy Opportunities program, upon the Customer or Contractor confirming completion of the installation work, and UI's post installation inspection and project verification as well as Customer's execution of an acknowledgement in the form attached hereto as Exhibit 2, UI will issue a check for all amounts approved by UI. The Customer shall be responsible for amounts, if any, in excess of amounts approved by UI and will pay such amounts directly to Contractor.

The Customer also agrees to pay UI the balance of the project cost or the pre-determined total amount as detailed below. The monthly payments will be included by UI on the Customer's regular electric service bill, and the first payment will be due on the first billing cycle following the processing of this agreement. In the event this account is finalized due to selling or closing the facility, the Customer will be required to pay the unpaid balance of this financing agreement within 30 days. By my signature below, I certify that I have read, understood and agree to the terms of this agreement.



MEO Project # RnJp Agreement Printed 08/17/2020 11:35:51 AM

- 12 -

# ENERGY OPPORTUNITIES

1-877-WISE USE

## Financial Agreement Addendum

\$ 52,846.00	\$ 23,781.00	\$ .00	\$ 29,065.00	\$ 807.37	36
Total Cost	Incentive	Co-Pay	Balance	Monthly Pymt.	Term

**Please Note: On the initial bill only, the total balance amount will be displayed with an equal amount as a credit. This is for accounting purposes only.**

**06-6009803**

Federal Tax ID or Social Security #, Customer

**10000225914**

Contract Account #, Customer

**Town Of Fairfield - Dept 001**

Account Name, Customer

**Sal Morabito**

Contact, Customer

**10 PALM DR ; FAIRFIELD, CT 06825**

Service Address, Customer

**91-2193703**

Federal Tax ID or Social Security #, Contractor

**ENERGY EFFICIENT LIGHTING, LLC**

Name, Contractor

**MICHAEL GUARINO**

Contact, Contractor

Signature, Contractor

**P.O. BOX 4550 ; WALLINGFORD, CT 06492**

Address, Contractor

(Customer's Signature)

**ACCEPTED: The United Illuminating Company**

By

UI Administration

(Date)

(Date)





# ENERGY OPPORTUNITIES

1-877-WISE USE

## Municipal Energy Opportunities Standard Agreement

### EXHIBIT 2

Reference is made to that certain Municipal Energy Opportunities Standard Agreement entered into by and between The United Illuminating Company ("UI") and the **Town Of Fairfield - Dept 001** ("Customer") as of "Effective Date" of the Municipal Energy Opportunities Standard Agreement project# **RnJp**. Customer hereby acknowledges and agrees that:

1. The ECMs (as defined in the MEO Agreement) installed by Installing Vendor (as defined in the MEO Agreement) were installed to the satisfaction of the Customer and are hereby accepted in all respects by the Customer; and
2. UI is authorized to release the Total Project Cost (as defined in Exhibit 1 of the MEO Agreement) to the Installing Vendor.

#### **Town Of Fairfield - Dept 001**

By: \_\_\_\_\_

Its: \_\_\_\_\_  
Authorized Representative



## EO Incentive Application Worksheet - Schedule A

Facility Name: <u>TOWN OF FAIRFIELD - DEPT 001</u>	Phone: <u>(203)255-7363/</u>
Service Address: <u>PALM DR 10</u>	Facility Use: _____
City: <u>Fairfield</u> Zip: <u>06825</u>	Square Footage: <u>10,,00,</u>
Contact Person: <u>Morabito, Sal</u>	EO Rep: <u>Schiavi, Fred</u>
Federal Tax I.D. No: <u>06-6009803</u>	EO Project No: <u>RnJp</u>

Bonus	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
-------	----------	----------	------------------	-------------

**Location: Deep Covid-19 Bonus**

Bonus amount: \$10,589.	1	\$0	0	\$0
<b>Bonus total:</b>		<b>\$0</b>	<b>0</b>	<b>\$0</b>

Custom Measure	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
----------------	----------	----------	------------------	-------------

**Location: Int Led**

LED	1	\$52,846	-72,624	\$11,620
<b>Custom Measure total:</b>		<b>\$52,846</b>	<b>-72,624</b>	<b>\$11,620</b>

Mandatory Cap	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
---------------	----------	----------	------------------	-------------

**Location: Project/taxid Level**

Mandatory Cap Adj.	1	\$0	0	\$0
<b>Mandatory Cap Adjustment</b>		<b>\$0</b>	<b>0</b>	<b>\$0</b>

**Customer Application & Analysis -**

In addition to the terms and conditions contained in UI's Standard Agreement and Schedule A, UI may require a thorough analysis of the demand and energy reduction potential, and the life expectancy of proposed Energy Conservation Measures (ECMs). UI may require the Customer to provide specifications, engineering data, or other reasonable information necessary to complete an independent analysis. UI reserves the right to accept, reject or modify any calculations based on UI's own analysis including but not limited to the incremental cost of energy or demand savings, actual energy savings, life of the ECM, and the cost of the ECM. UI's approved and unsigned proposal will remain valid for thirty (30) days. If proposal is not accepted during this period, account re-qualification will be required. UI will approve only those site-specific ECM's which it believes have cost effective energy and demand reduction potential. In any case, UI reserves sole discretion to approve or disapprove any proposed ECM.

## EO Incentive Application Worksheet - Schedule A

### Program Changes -

The Program's Terms and Conditions may be changed by UI at any time without notice. Pre-approved applications however will be processed to completion under the Terms and Conditions in effect at the time of UI pre-approval.



# EO Incentive Application Worksheet - Schedule A

Summary Page of EO Schedule A of project RnJp as of 08/17/2020 01:15:03

Facility Name: <u>TOWN OF FAIRFIELD - DEPT 001</u>	Phone: <u>(203)255-7363/</u>
Service Address: <u>PALM DR 10</u>	Facility Use: _____
City: <u>Fairfield</u> Zip: <u>06825</u>	Square Footage: <u>10,,00,</u>
Contact Person: <u>Morabito, Sal</u>	EO Rep: <u>Schiavi, Fred</u>
Federal Tax I.D. No: <u>06-6009803</u>	EO Project No: <u>RnJp</u>

<b>TOTAL COST:</b>	<b>\$52,846</b>
<b>TOTAL SAVINGS:</b>	<b>\$11,620</b>
<b>TOTAL INCENTIVES:</b>	<b>\$23,781</b>
<b>MONTHLY PAYMENT:</b>	<b>36 @ \$807.37</b>

Customer or Customer's agent name (print): \_\_\_\_\_

Customer or Customer's agent Signature: \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

I authorize UI to issue the incentive check, for the above amount, to  
ENERGY EFFICIENT LIGHTING, LLC  
 (the installing contractor, facility owner or other).

\_\_\_\_\_

Customer or Customer's agent Signature
Date

# Energy Efficient Lighting LLC

*“Commercial, Municipal and Industrial LED Lighting Experts”*

## LED Lighting Upgrade

*Jennings Elementary School, Fairfield Public Schools*

Proposal #2020-248

Revised per UI Review

Mr. Sal Morabito  
Fairfield Public Schools  
501 Kings Hwy  
Fairfield, CT 06825

August 18, 2020

RE: Cost Saving Lighting Upgrades – Turn-key, Zero “Out of Pocket” Money Needed!  
*Jennings Elementary School Lighting Upgrade to LED*

Dear Mr. Morabito:

Energy Efficient Lighting (EEL) is excited at the prospect of working with you again. And the opportunity to propose fantastic energy efficiency initiatives that will correct existing lighting issues and save the Fairfield Public School System a significant amount of money.

The enclosed proposal represents a turnkey strategy including all labor and materials needed to install the efficiency measures presented and the proper disposal of discarded materials.

**The project requires zero, upfront “out of pocket money” from you and will create an instant positive cash flow upon completion since the energy cost savings outweighs the finance charges for the project**

We gladly provide **free** lighting upgrade proposal, including financial information, for any Fairfield Public School’s buildings. We also prepare all utility incentive paperwork and will facilitate the financing process submittals for projects that move forward.

## Jennings Elementary School

### **I. Scope of work: (All interior light fixtures)**

This proposal includes (577) total measures throughout the interior/exterior areas of the facility. The existing lighting system is comprised of outdated Fluorescent (FL) and Incandescent (INC) technologies. These fixtures consume an extensive amount of electricity and create excessive heat adding to Air Condition burden in the warmer months.

All LED products used in this proposal are “Energy Star” rated and, or Design Lights Consortium (DLC) approved. These LED measures will reduce the current lighting load by an estimated 57% and should virtually eliminate maintenance issues for a period of approximately 10 years (under current operating conditions) and are **fully guaranteed for a period of 5 years.**

### **II. Proposed Solution Details:**

#### **1) All interior lighting fixtures (577 Fixtures):**

- a. Retrofit (549) – Standard T8 Fluorescent tube fixtures with LED tube technology.
  - i. EEL will remove all ballasts from fixtures to eliminate the potential for ballast oil leaking in the future.
- b. Replace (28) - INC bulbs to LED technology.

### III. Energy Savings/Payback:

- Estimated annual energy savings = 72,624 kWhs. (57% reduction from existing)
- Estimated annual electric bill savings = \$11,620
- Estimated simple payback = 2.3 years (electric savings only)

### IV. Pricing:

Price for turn-key installation of above referenced energy efficiency solutions:

FINANCIAL ANALYSIS	
<b>Total Installed Cost of Measures</b> (including labor and material disposal)	<b>\$ 52,846</b>
<b>United Illuminating Incentive (estimated)</b>	<b>\$ 23,781</b>
<b>Net Project Cost to be financed at 0% interest</b>	<b>\$ 29,065</b>

**Final Cost to Customer = \$29,065**

### V. Payment Details:

The total customer price for this project is **twenty-nine thousand, sixty-five dollars ... \$29,065.**

- United Illuminating Co. Incentive for this project is **\$23,781.<sup>00</sup>**. The incentive payment will be assigned (with customer approval) to EEL. The incentive will not be dispersed until Fairfield Public Schools is fully satisfied with the completed project and approves the release of funds.
- Customer Financed amount of **\$29,065.<sup>00</sup>**. The finance rate will be at 0% interest for a period of 36 months (On your present energy bill financing).

### VI. Financing Details: *(rounded to the nearest dollar)*

⊕ **36 Month Finance Period with Monthly Payments of \$808.<sup>00</sup>**

⊕ **Estimated Annual Money Savings during 36 Month Finance Pay-back Period:**

- Energy savings only (annual: savings – finance charges):  $\$11,620 - \$9,696 =$  **\$1,924.<sup>00</sup>**
  - (\$160.<sup>00</sup> / month)

⊕ **Estimated Annual Money Savings after 24 Month Finance Pay-back Period:**

- Energy savings only: (\$968.<sup>00</sup> / month) = **\$11,620.<sup>00</sup>**

⊕ **Total Estimated Money Saved for the 5 Year Warranty Period:**

*(Includes 36 months with finance charges and 24 months after-finance charges)*

- Energy Savings only:  $\$1,924.<sup>00</sup> \times 3 \text{ years} + \$11,620.<sup>00</sup> \times 2 \text{ years} =$  **\$ 29,012.<sup>00</sup>**

⊕ **Energy bill savings from this project is larger than project monthly financing charges. So, existing electric bills are larger than the combination of new electric bill costs and project financing charges creating immediate positive cash flow.**



## VII. Terms & Conditions:

### Warranty:

#### Material:

- LED Lamps/Fixtures - 5yr. - *repair or replace (non-prorated).*

#### Labor:

- Labor: All workmanship will be warranted for five years. All warranty labor required for the replacement of defective components will be performed by EEL Staff for a period of five years. The date on the completion certificate will be the warranty date of record for this project.

Turn-key price includes the availability to work during First or Second shift, 5 days a week with zero overtime costs as required by customer schedule ( Monday – Friday).

#### Pre-existing conditions:

EEL assumes that the existing electrical wiring, the grounding, the existing circuit breakers, and lighting fixtures are in good operable condition and in compliance with existing codes. Any major components or wiring discovered by EEL in need of repair shall be noted and submitted to the customer. Any such repairs will be the responsibility of the customer to remedy in a timely manner.

#### Hazardous and Non-Hazardous waste:

The customer is responsible for the removal of asbestos and any hazardous material discovered on the immediate work site. EEL will cease work on the area until the condition noted is remedied.

#### Utility Rebates:

EEL has determined that utility rebates are available for this project by the **United Illuminating Co.** and are estimated to be valued at **\$23,781.<sup>00</sup>**. The final value may be slightly higher or lower based on the final application and inspection processes required for these funds. EEL will provide all of the administration required to procure the incentive at the customer's request.

## VIII. Contract Signature:

**Printed Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

\* This proposal is hereby accepted and is an official contract between Fairfield Public Schools and Energy Efficient Lighting LLC (EEL). EEL is authorized to proceed with initiating work.

**This proposal is valid for the next 90 days.**

This Proposal is subject to Energy Efficient Lighting, LLC's Terms and Conditions

We look forward to the prospect of working together with you to meet your efficient lighting needs!  
Please note that a period of 4 to 6 weeks may be needed to order certain materials. Feel Free to contact me with questions or comments regarding this proposal.

Kindest Regards,

*Michael Guarino*

**Energy Efficient Lighting LLC**

Mike Guarino, CEM

203-812-0304

[Mike@eelsaves.com](mailto:Mike@eelsaves.com)

Fixture ID  
A

LED Tubes



Bypass Series

T8 Series  
Linear LED Tube



### Product Description

This Bypass LED T8 Lamps have been designed and engineered for demanding commercial applications. The lamp's coated glass diffusing tube and compact light engine produce 325° of evenly diffused light. The micro-designed driver allows for a smaller end cap and end-to-end lighting with no dark spots. This UL listed tube requires bypassing the ballast during installation and runs directly off line voltage to eliminate compatibility problems, incidental power loss, lifetime issues, and maintenance costs associated with ballasts.

### Tube Features

- Simple rewiring installation allows lamps to run off mains voltage
- Wide beam design - 325° light emitting area
- Exceptional efficacy - 128 LPW at system level (full system - frosted)\*
- DLC 4.0 standard listed \*\*
- 5 years Warranty



### Product Model

Product	Lamp Power (W)	Luminous (lm)	CCT (K)	CRI	Lifetime (hrs)	Dimension (mm)	Beam Angle(°)
T8L-IDFH11-1800-4ft-CDA-10	14	1800	4000	80	50,000	26x1200	325
T8L-IDFH11-2200-4ft-CDA-10	17	2200	4000	80	50,000	26x1200	325

Fixture ID  
B

LED A Lamp



**9W DIMMABLE A19 OMNI**  
LED A-TYPE



Pallet Options

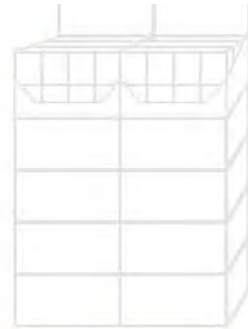
--	--



- ENCLOSED FIXTURES
- DIMMABLE
- DAMP LOCATION
- SHATTERPROOF
- INSTANT ON
- 15,000 H
- HOUSEHOLD
- BRIGHT WHITE



- 60W Replacement Using Only 9W
- 3 year warranty
- Perfect to replace your general household bulbs



UPC	Description	Lumens	Life (Hours)	Incandescent Replacement	M.O.L.	Beam Angle	CCT	CRI	Energy Star
45315	9W Dimmable LED Omni	800	15,000	60W	4.21"	230°	2700K	82	✓
45319	9W Dimmable LED Omni	800	15,000	60W	4.21"	230°	3000K	82	✓
45314	9W Dimmable LED Omni	800	15,000	60W	4.21"	230°	4000K	82	✓
45316	9W Dimmable LED Omni	800	15,000	60W	4.21"	230°	5000K	82	✓

Fixture ID  
C

LED Drum Fixture

## ASD<sup>®</sup> LED Flush Mount

Our LED Flush-mount fixtures are designed to replace outdated round fluorescent and incandescent flush-mounted ceiling fixtures. Our clean, traditional design and energy efficient technology make this fixture an ideal choice in residential, commercial, retail and hospitality applications. This damp location rated fixture can be used in hallways, closets, bedrooms, bathrooms and more.

### FEATURES AND BENEFITS:

- ▶ Designed to replace traditional round fluorescent and incandescent flush mount fixtures
- ▶ Low profile design
- ▶ No maintenance
- ▶ Operating temperature of -4°F to 113°F
- ▶ Damp location IP40
- ▶ L-70 Life > 50,000 hrs
- ▶ cULus certified
- ▶ Energystar qualified



5 Year warranty



**ORDERING MATRIX:**

Family	Size	Standard Dimming	Watts	CCT
ASD-LFM	X	D	XX	XX
LED Flushmount	10 = 10 inch	Dimmable	13 = 13 W	3,000 K
	11 = 11 inch		15 = 15 W	4,000 K
	13 = 13 inch		18 = 18 W	

**LED FLUSH MOUNT:**

Model	Type	Watts	Dimming Compatible	CCT	Lumens	Dimensions (LxWxH)
ASD-LFM-10D1330	10"	13 W	YES	3,000 K	950 lm	10 1/4" x 10 1/4" x 3 3/8"
ASD-LFM-10D1340	10"	13 W	YES	4,000 K	950 lm	10 1/4" x 10 1/4" x 3 3/8"
ASD-LFM-11D1530	11"	15 W	YES	3,000 K	1,100 lm	11" x 11" x 3 7/16"
ASD-LFM-11D1540	11"	15 W	YES	4,000 K	1,100 lm	11" x 11" x 3 7/16"
ASD-LFM-13D1830	13"	18 W	YES	3,000 K	1,300 lm	12 5/8" x 12 5/8" x 3 1/2"
ASD-LFM-13D1840	13"	18 W	YES	4,000 K	1,300 lm	12 5/8" x 12 5/8" x 3 1/2"

E-mail: info@asd-lighting.com  
WebSite: www.asd-lighting.com

Phone: 781-739-3977  
Fax: 339-502-8970



**Fixture ID** D LED Vanity

**Wrap Lights** Warp Lights for Commercial and Residential Applications



**4' Wrap Light**  
34w 3600 LM  
54676241

**ETI ADVANTAGE**



- ✓ Optional motion control, battery backup, and 0-10v dimmable
- ✓ High-impact resistant poly-carbonate Lens
- ✓ Patented Color Preference model available
- ✓ Multiple lumen packages

**AVAILABLE MODELS**

**Features & Specifications**

- Wide 110° beam angle • 120-277V/120V • >80CRI • 0-10V Dimmable • Temp rating -4°F-113°F
- L70 >50,000 • 5 year limited warranty • 4000K\* (\*except CP model)



**120-277V Commercial/Residential Wrap Lights**

<b>Base Model</b> 4' Wrap 34W 3600 LM 4000K 54656241	<b>2' Wrap 20W</b> 1800 LM 4000K 54655441	<b>Includes Motion Sensor</b> 4' Wrap 34W 3600 LM 4000K, 54656241-I	<b>Includes BBU</b> 4' Wrap 34W 3600 LM 4000K 54656341
--	--	--	--



<b>Includes Motion sensor &amp; BBU</b> 4' Wrap 34W 3600 LM 4000K, 54656341-I	<b>High Lumen</b> 4' Wrap 57W 5200 LM 4000K 54677441	<b>Compact Wrap</b> 4' Wrap 40W 3600 LM 4000K 56513141
--	--	--



**120V Residential Wrap Lights**

<b>Wrap Light</b> 40" 30W 2600 LM 30/40/5000K	<b>4' Wrap with Motion Sensor</b> 4' 40W 3600 LM	<b>Closet Light</b> 18" Wrap 16W 1200 LM 4000K
--	--	---

Fixture ID  
E

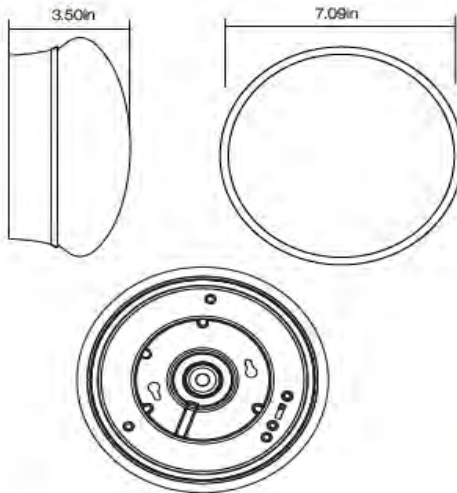
Screw in Drum

PRODUCT SPECIFICATIONS

## 7in Color Changing Flush Mount



54690111  
SKU# 1002312164



### SPECIFICATIONS

Model Number	54690111
SKU	1002312164
OSMID	300188965
Power	11.5 W
AC Voltage, Frequency	120V, 60 Hz
Color Temp. (nom.)	3000K/4000K/5000K
Operation Temp	-4°F ~ 113°F
CRI	80
Lumen Output (min.)	810 lm
Dimming	NO
Lifetime Rating	L70/50000Hrs
Efficacy	70.4 lm/watt

### PACKAGING

Weight (±0.5lb)	0.82 lbs
Size (L x W x H) (±0.1 in)	7.09in x 7.09in x 3.5in
Box Dimensions	7.44in x 3.94in x 7.56in
Gross Weight	1.16 lbs
UPC	84948900855

### ADVANTAGES

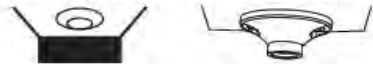
- Equivalent to (1) 60 Watt Light Bulb
- UL Rated for Damp or Dry Location
- 50,000 Hours of Continuous Use
- 5 Year Warranty
- Uses Slide Switch to Set Light Temperature to Soft White, Bright White or Daylight (3000K/4000K/5000K)



### APPLICATIONS

Suitable for damp locations

**SURFACE MOUNT**    **LAMP HOLDER MOUNT**



### INCLUDED IN BOX

- Wire Connector (3)
- Electrical Box Screw (2)
- Mounting Screw (2)
- Mounting Bracket (1)
- Socket (1)
- Ground Screw (1)



Jennings Elementary School								
31 Palm Drive								
Fairfield, CT 06825								
Audit Seq.	Location	Existing Fixture Type	Watts/ Fixture Before	Existing Qty	Annual Hours Before	Qty After	Description After	Watts/ Fixture After
1	Main Office	2x4 4L32w TR	128	8	2,400	8	LED 4L Tubes 4'	48
2	Storage G	2x4 4L32w TR	128	1	2,400	1	LED 4L Tubes 4'	48
3	Ms V	2x4 4L32w TR	128	2	2,400	2	LED 4L Tubes 4'	48
4	Principals Office	2x4 4L32w TR	128	3	2,400	3	LED 4L Tubes 4'	48
5	Health	2x4 4L32w TR	128	4	2,400	4	LED 4L Tubes 4'	48
6	Custodian Bathroom	1x4 2L32w WR	64	1	2,400	1	LED 2L Tubes 4'	28
7	Custodian Office	1x4 2L32w WR	64	6	2,400	6	LED 2L Tubes 4'	28
8	Custodian Office	LED Drum Fixture	18	1	2,400	1	Broken Replace LED Drum	13
9	Kitchen	1x4 2L32w VT	64	32	2,400	32	LED 2L Tubes 4'	28
10	Kitchen Bathroom	Vanity Fixture 2L 60w 18"	120	1	2,400	1	LED Vanity Fixture	20
11	Kitchen Bathroom	Drum Fixture 60w	60	1	2,400	1	LED Drums	18
12	Kitchen Bathroom	Drum Fixture 2L60	120	1	2,400	1	LED Drums	18
13	Reading	2x4 4L32w TR	128	1	2,400	1	LED 4L Tubes 4'	48
14	Conf Rm	2x4 4L32w TR	128	1	2,400	1	LED 4L Tubes 4'	48
15	Café	2x4 4L32w TR	128	25	2,400	25	LED 4L Tubes 4'	48
16	Faculty	2x4 4L32w TR	128	7	2,400	7	LED 4L Tubes 4'	48
17	Storage Rm B	1x4 2L32w WR	64	3	2,400	3	LED 2L Tubes 4'	28
18	Boys Rm	1x4 2L32w WR	64	2	2,400	2	LED 2L Tubes 4'	28
19	Rm 1	2x4 4L32w TR	128	15	2,400	15	LED 4L Tubes 4'	48
20	Rm 1	1x4 2L32w WR	64	2	2,400	2	LED 2L Tubes 4'	28
21	Rm 1 Bathroom	Drum Fixture 60w	60	1	2,400	1	LED Drums	18
22	Rm 2	2x4 4L32w TR	128	15	2,400	15	LED 4L Tubes 4'	48
23	Rm 2 Bathroom	LED Drum Small LED	11	1	2,400	1	Already LED	11
24	Girls	1x4 2L32w WR	64	2	2,400	2	LED 2L Tubes 4'	28
25	Girls	2x4 4L32w TR	128	1	2,400	1	LED 4L Tubes 4'	48
26	Rm 3	2x4 4L32w TR	128	14	2,400	14	LED 4L Tubes 4'	48
27	Rm 3	1x4 2L32w ST	64	3	2,400	3	LED 2L Tubes 4'	28
28	Rm 3 Bathroom	Drum Fixture LED	18	1	2,400	1	Already LED	18
29	Reading Mrs Schaper	2x4 4L32w TR	128	2	2,400	2	LED 4L Tubes 4'	48
30	Custodian Closet	1x4 2L32w WR	64	1	2,400	1	LED 2L Tubes 4'	28
31	Display Case	1x4 1L32w ST	32	1	2,400	1	LED 1L Tube 4'	14
32	Rm 12	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
33	Rm 12 Bathroom	60w A Lamp	60	1	2,400	1	LED Screw in Drum	11
34	Rm 4	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48

Jennings Elementary School								
31 Palm Drive								
Fairfield, CT 06825								
Audit Seq.	Location	Existing Fixture Type	Watts/ Fixture Before	Existing Qty	Annual Hours Before	Qty After	Description After	Watts/ Fixture After
35	Rm 4 Bathroom	60w A Lamp	60	1	2,400	1	LED Screw in Drum	11
36	Rm 5	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
37	Rm 5 Bathroom	60w A Lamp	60	1	2,400	1	LED Screw in Drum	11
38	Rm 11	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
39	Rm 11 Bathroom	60w A Lamp	60	1	2,400	1	LED Screw in Drum	11
40	Rm 6	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
41	Rm 6 Bathroom	60w A Lamp	60	1	2,400	1	LED Screw in Drum	11
42	Rm 7	2x4 4L32w TR	128	6	2,400	6	LED 4L Tubes 4'	48
43	Rm 7A	2x4 4L32w TR	128	6	2,400	6	LED 4L Tubes 4'	48
44	Rm 7A Bathroom	60w A Lamp	60	1	2,400	1	LED Screw in Drum	11
45	Rm 8	2x4 4L32w TR	128	3	2,400	3	LED 4L Tubes 4'	48
46	Rm 9	2x4 4L32w TR	128	15	2,400	15	LED 4L Tubes 4'	48
47	Rm 9 Bathroom	60w A Lamp	60	1	2,400	1	LED Screw in Drum	11
48	End of Hall Closet	1x4 2L32w WR	64	4	2,400	4	LED 2L Tubes 4'	28
49	Halls	1x4 2L32w TR	64	88	2,400	88	LED 2L Tubes 4'	28
50	Halls	Canopies 2L60w	120	7	2,400	7	LED A Lamps (2 per fixture)	18
51	Gym	2x4 6L32w TR	192	9	2,400	9	LED 6L Tubes 4'	84
52	Stage	1x4 2L32w WR	60	12	2,400	12	LED 2L Tubes 4'	28
53	Stage	Drum Fixture 60w	60	1	2,400	1	LED Jelly Jar with A Lamp	9
54	Stage Closet	Drum Fixture 2L60	120	3	2,400	3	LED Drums	18
55	Instructional Materials	2x4 4L32w TR	128	6	2,400	6	LED 4L Tubes 4'	48
56	Library	2x4 4L32w TR	128	35	2,400	35	LED 4L Tubes 4'	48
57	Rm 13 - Computer Rm	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
58	Storage D	2x4 4L32w TR	128	2	2,400	2	LED 4L Tubes 4'	48
59	Boys Rm	2x4 4L32w TR	128	2	2,400	2	LED 4L Tubes 4'	48
60	Rm 14	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
61	Rm 15	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
62	Girls	2x4 4L32w TR	128	1	2,400	1	LED 4L Tubes 4'	48
63	Girls	1x4 2L32 WR	64	1	2,400	1	LED 2L Tubes 4'	28
64	Restroom	2x4 4L32w TR	128	2	2,400	2	LED 4L Tubes 4'	48
65	Boiler Rm	1x4 2L32w ST	64	9	2,400	9	LED 2L Tubes 4'	28
66	Rm 26	2x4 4L32w TR	128	10	2,400	10	LED 4L Tubes 4'	48
67	Rm 26 Closet	2x4 4L32w TR	128	1	2,400	1	LED 4L Tubes 4'	48
68	Mens	2x4 3L32w TR	96	3	2,400	3	LED 3L Tubes	42

Jennings Elementary School								
31 Palm Drive								
Fairfield, CT 06825								
Audit Seq.	Location	Existing Fixture Type	Watts/ Fixture Before	Existing Qty	Annual Hours Before	Qty After	Description After	Watts/ Fixture After
69	Rm 16	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
70	Rm 17	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
71	Rm 18	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
72	Girls	2x4 4L32w TR	128	3	2,400	3	LED 4L Tubes 4'	48
73	Boys Rm	2x4 4L32w TR	128	4	2,400	4	LED 4L Tubes 4'	48
74	Custodian Closet	2x4 4L32w TR	128	1	2,400	1	LED 4L Tubes 4'	48
75	Rm 19	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
76	Social Worker	1x4 2L32w ST	64	2	2,400	2	LED 2L Tubes 4'	28
77	Display Case	32w A Lamps CFL	34	3	2,400	3	LED A Lamps	9
78	Rm 20	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
79	Rm 25	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
80	Rm 21	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
81	Rm 24	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
82	Rm 22	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
83	Rm 23	2x4 4L32w TR	128	9	2,400	9	LED 4L Tubes 4'	48
84	Portable	2x4 4L32w TR	128	10	2,400	10	LED 4L Tubes 4'	48
85				577	2,400	577		



# Energy Efficient Lighting LLC

*“Commercial, Municipal and Industrial LED Lighting Experts”*

## LED Lighting Upgrade

*Roger Ludlowe Middle School, Fairfield Public Schools*

Proposal #2020-248

Revised per UI Review

Mr. Sal Morabito  
Fairfield Public Schools  
501 Kings Hwy  
Fairfield, CT 06825

August 18, 2020

RE: Cost Saving Lighting Upgrades – Turn-key, Zero “Out of Pocket” Money Needed!  
*Roger Ludlowe Middle School Lighting Upgrade to LED*

Dear Mr. Morabito:

Energy Efficient Lighting (EEL) is excited at the prospect of working with you again. And the opportunity to propose fantastic energy efficiency initiatives that will correct existing lighting issues and save the Fairfield Public School System a significant amount of money.

The enclosed proposal represents a turnkey strategy including all labor and materials needed to install the efficiency measures presented and the proper disposal of discarded materials.

**The project requires zero, upfront “out of pocket money” from you and will create an instant positive cash flow upon completion since the energy cost savings outweighs the finance charges for the project**

We gladly provide **free** lighting upgrade proposal, including financial information, for any Fairfield Public School’s buildings. We also prepare all utility incentive paperwork and will facilitate the financing process submittals for projects that move forward.

## Roger Ludlowe Middle School

### **I. Scope of work: (All interior/exterior light fixtures)** *(except the auditorium screw-in bulbs)*

This proposal includes (2,261) total measures throughout the interior/exterior areas of the facility. The existing lighting system is comprised of outdated Fluorescent (FL), Incandescent (INC) and Metal Halide (MH) technologies. These fixtures consume an extensive amount of electricity and create excessive heat adding to Air Condition burden in the warmer months.

#### **A. Solution for Existing Lighting Sensor System Problem:**

- i. The existing lighting sensor system is not functioning adequately. Many of the units are not working. This proposal will address the issues and will repair/replace system hardware to ensure designed operation.

All LED products used in this proposal are “Energy Star” rated and, or Design Lights Consortium (DLC) approved. These LED measures will reduce the current lighting load by an estimated 60% and should virtually eliminate maintenance issues for a period of approximately 10 years (under current operating conditions) and are **fully guaranteed for a period of 5 years.**

## II. Proposed Solution Details:

### 1) All interior/exterior lighting fixtures (2,261 Fixtures):

- a. Replace (69) existing Biax and T5 FL fixtures (Gym Area) with new LED fixtures.
- b. Retrofit (1775) – Standard T8 Fluorescent tube fixtures with LED tube technology.
  - i. EEL will remove all ballasts from fixtures to eliminate the potential for ballast oil leaking in the future.
- c. Replace (278) - Ceiling downlight fixtures to LED technology.
- d. Replace (22) - INC bulbs to LED technology.
- e. Replace/retrofit (117) exterior fixtures to LED technology.

## III. Energy Savings/Payback:

- Estimated annual energy savings = 389,441 kWhs. (60% reduction from existing)
- Estimated annual electric bill savings = \$63,868
- Estimated simple payback = 2.3 years (electric savings only)

## IV. Pricing:

Price for turn-key installation of above referenced energy efficiency solutions:

FINANCIAL ANALYSIS	
<b>Total Installed Cost of Measures</b> (including labor and material disposal)	<b>\$241,760</b>
<b>United Illuminating Incentive (estimated)</b>	<b>\$108,792</b>
<b>Net Project Cost to be financed at 0% interest</b>	<b>\$132,968</b>

**Final Cost to Customer = \$132,968**

## V. Payment Details:

The total customer price for this project is **one hundred thirty-two thousand, nine hundred, sixty-eight dollars ... \$132,968.**

- i. United Illuminating Co. Incentive for this project is **\$108,792.<sup>00</sup>**. The incentive payment will be assigned (with customer approval) to EEL. The incentive will not be dispersed until Fairfield Public Schools is fully satisfied with the completed project and approves the release of funds.
- ii. Customer Financed amount of **\$132,968.<sup>00</sup>**. The finance rate will be at 0% interest for a period of 30 months (On your present energy bill financing).

## VI. Financing Details: *(rounded to the nearest dollar)*

- ⊕ **36 Month Finance Period with Monthly Payments of \$3,694.<sup>00</sup>**
- ⊕ **Estimated Annual Money Savings during 36 Month Finance Pay-back Period:**
  1. Energy savings only (annual: savings – finance charges): \$63,868 - \$44,328 = **\$19,540.<sup>00</sup>**
    - (\$1742.<sup>00</sup> / month)
- ⊕ **Estimated Annual Money Savings after 36 Month Finance Pay-back Period:**
  1. Energy savings only: (\$5,322.<sup>00</sup> / month) **\$63,868.<sup>00</sup>**
- ⊕ **Total Estimated Money Saved for the 5 Year Warranty Period:**  
*(Includes 36 months with finance charges and 24 months after-finance charges)*
  1. Energy Savings only: \$19,540.<sup>00</sup> x 3 years + \$63,868.<sup>00</sup> x 2 years = **\$ 186,356.<sup>00</sup>**
- ⊕ **Energy bill savings from this project is larger than project monthly financing charges. So, existing electric bills are larger than the combination of new electric bill costs and project financing charges creating immediate positive cash flow.**

## VII. Terms & Conditions:

### Warranty:

#### Material:

- LED Lamps/Fixtures - 5yr. - repair or replace (non-prorated).

#### Labor:

- Labor: All workmanship will be warranted for five years. All warranty labor required for the replacement of defective components will be performed by EEL Staff for a period of five years. The date on the completion certificate will be the warranty date of record for this project.

Turn-key price includes the availability to work during First or Second shift, 5 days a week with zero overtime costs as required by customer schedule ( Monday – Friday).

### Pre-existing conditions:

EEL assumes that the existing electrical wiring, the grounding, the existing circuit breakers, and lighting fixtures are in good operable condition and in compliance with existing codes. Any major components or wiring discovered by EEL in need of repair shall be noted and submitted to the customer. Any such repairs will be the responsibility of the customer to remedy in a timely manner.

### Hazardous and Non-Hazardous waste:

The customer is responsible for the removal of asbestos and any hazardous material discovered on the immediate work site. EEL will cease work on the area until the condition noted is remedied.

### Utility Rebates:

EEL has determined that utility rebates are available for this project by the **United Illuminating Co.** and are estimated to be valued at **\$108,792.<sup>00</sup>**. The final value may be slightly higher or lower based on the final application and inspection processes required for these funds. EEL will provide all of the administration required to procure the incentive at the customer's request.



## VIII. Contract Signature:

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

\* This proposal is hereby accepted and is an official contract between Fairfield Public Schools and Energy Efficient Lighting LLC (EEL). EEL is authorized to proceed with initiating work.

**This proposal is valid for the next 90 days.**

This Proposal is subject to Energy Efficient Lighting, LLC's Terms and Conditions

We look forward to the prospect of working together with you to meet your efficient lighting needs! Please note that a period of 2 to 4 weeks may be needed to order certain materials. Feel Free to contact me with questions or comments regarding this proposal.

Kindest Regards,

*Michael Guarino*

### Energy Efficient Lighting LLC

Mike Guarino, CEM

203-812-0304

[Mike@eelsaves.com](mailto:Mike@eelsaves.com)

Fixture ID  
A

LED Tubes 4'



Bypass Series

T8 Series  
Linear LED Tube



### Product Description

This Bypass LED T8 Lamps have been designed and engineered for demanding commercial applications. The lamp's coated glass diffusing tube and compact light engine produce 325° of evenly diffused light. The micro-designed driver allows for a smaller end cap and end-to-end lighting with no dark spots. This UL listed tube requires bypassing the ballast during installation and runs directly off line voltage to eliminate compatibility problems, incidental power loss, lifetime issues, and maintenance costs associated with ballasts.

### Tube Features

- Simple rewiring installation allows lamps to run off mains voltage
- Wide beam design - 325° light emitting area
- Exceptional efficacy - 128 LPW at system level (full system - frosted)\*
- DLC 4.0 standard listed\*\*
- 5 years Warranty



### Product Model

Product	Lamp Power (W)	Luminous (lm)	CCT (K)	CRI	Lifetime (hrs)	Dimension (mm)	Beam Angle(°)
T8L-IDFH11-1800-4ft-CDA-10	14	1800	4000	80	50,000	26x1200	325
T8L-IDFH11-2200-4ft-CDA-10	17	2200	4000	80	50,000	26x1200	325

Fixture ID  
B

LED A Lamp



# 9W DIMMABLE A19 OMNI

## LED A-TYPE



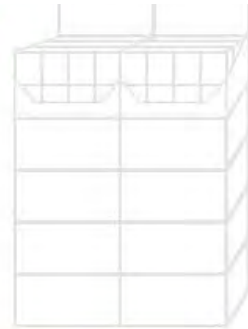
Pallet Options

--	--

- ENCLOSED FIXTURES
- DIMMABLE
- DAMP LOCATION
- SHATTERPROOF
- INSTANT ON
- 15,000 H
- HOUSEHOLD
- BRIGHT WHITE



- 60W Replacement Using Only 9W
- 3 year warranty
- Perfect to replace your general household bulbs



UPC	Description	Lumens	Life (Hours)	Incandescent Replacement	M.O.L.	Beam Angle	CCT	CRI	Energy Star
45315	9W Dimmable LED Omni	800	15,000	60W	4.21"	230°	2700K	82	✓
45319	9W Dimmable LED Omni	800	15,000	60W	4.21"	230°	3000K	82	✓
45314	9W Dimmable LED Omni	800	15,000	60W	4.21"	230°	4000K	82	✓
45316	9W Dimmable LED Omni	800	15,000	60W	4.21"	230°	5000K	82	✓

Fixture ID  
C

2x2 Flat Panel

**SIMPLY RELIABLE**

**LED PREMIUM FLAT PANEL 2'x2'  
TR50 SERIES**



**FEATURES**

1. The panel has uniform and soft luminance, high luminous efficacy, saving energy and protecting environment.
2. Thickness is 0.38", extremely slim and beautiful.
3. Using high quality aluminum frame with great heat dissipation and low light degradation. Using PMMA LGP which has transmittance, so no color change within 10 years can be guaranteed.
4. Using high quality driver, efficiency ≥95%, PF≈0.9.
5. Lifespan>50,000 hours & 5 years warranty.
6. 1-10V dimming can be well compatible with all kinds of brand dimmers.
7. Dustproof: the distance between back cover and frame is nearly zero.

**APPLICATIONS**

The panel light is mainly used in indoor lighting places, such as office, factory, supermarket, schools, hospitality, Industrial Applications and so on.



SPECIFICATIONS		TR50-30W-22-40K-P	TR50-30W-22-50K-P
ORDERING	Brand	Builders Pack	Builders Pack
	SKU	57-19002-40	57-19002-50



GENERAL PERFORMANCE	Power Consumption	30W	30W
	Color Temp. (CCT)	4000K	5000K
	Lumens Delivered (lm)	3813 lm	3891 lm
	Efficacy (lm/W)	134.59 lm/W	137.25 lm/W
	LGP	MS	
ELECTRICAL	CRI	≥80	
	L70 Lifetime (Hours)	50,000 Hours	
	Equivalency	60-90W MH	
	Power Factor	≥0.9	
	Input Voltage	AC 120-277V	
PHYSICAL	Dimming	1-10V	
	Mounting	Recessed Mount / Suspension Mount / Surface Mount with Kits	
	Operating Temp.	-4°F ~+ 113°F	
	Storage Temp.	-22°F ~+ 149°F	
	Ingress Protection (IP)	IP20	
QUALIFICATION	Certifications	ETL   RoHS   FCC   CE	
	Material Usage	Aluminum Frame & Frosted Diffuser	
	Environment	Indoor	
DIMENSIONS (Package Subjecting to Change)	Warranty	5 years	
	Product Size	23.74" x 23.74" x 1.80"	
	Gross Weight	6.615 lbs	

Fixture ID: D LED Downlights

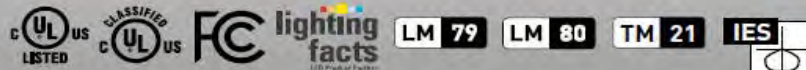
# 6" CDL 21W TITANIUM LED SERIES



PRO



- ⌚ For new or construction installation
- ⌚ Universal housing compatibility – IC-Rated
- ⌚ Adjustable lumen output – 3 defined light levels
- ⌚ Easy fit installation – Spring-action housing clips
- ⌚ Universal voltage 120-277V
- ⌚ Available in 2700K, 3000K, 3500K & 4000K CCT



## DOWNLIGHT PRODUCT FEATURES

### Adjustable Lumen Output



Power	Lumens	Equivalent
LOW-8.5W	700	1X 18W
MED-13.5W	1000	1X 26W / 2X 13W
HIGH-21W	1500	1X 32W / 2X 18W

This downlight features adjustable lumen output for three distinct lumen levels equivalent to various CFL lamp combinations. Simply adjust the lamp power to the desired lumen output by sliding the selector switch on top of the fixture.



## Easy-Fit Installation

The adjustable housing clips allow for installation in a large range of commercial and architectural housings ranging from 6.0"-7.4" (153-190mm). These spring-action clips push up easily and fit securely for both retrofit and new construction installations.



www.greencreative.com / Info@greencreative.com - Tel / Fax: (866) 774-5433 - f / GREENCREATIVELED t / GClightingLED in / GREEN CREATIVE

Fixture ID  
E

LED High Bay

## SIMPLY RELIABLE

### LED LINEAR HIGHBAY TR08 SERIES



### DESCRIPTION

- High luminous efficacy 130lm/W
- High quality non-isolated driver; 1-10V dimming; Flicker free
- PF≥0.90, driver efficiency≥87%; THD≤20%
- Installation: chain mounting
- Suitable for dry/damp location
- Designed for warehouses, gymnasiums, and industrial spaces
- Five years warranty

### APPLICATIONS

- Warehouses
- Distribution centers
- Manufacturing facilities
- Gymnasiums
- Other industrial applications

SPECIFICATIONS		TR08-110W-2FT-40K-PDN	TR08-110W-2FT-50K-PDN
Ordering	Brand	Builders Pack	Builders Pack
	SKU	57-31101-40	57-31101-50
Photometric	Color Temp. [CCT]	4000K	5000K
	Lumens [lm]	18437 lm	18525.4 lm
	Efficacy [lm/W]	131.09 lm/W	131.955 lm/W
	SDCM		≤6
	Render Index [Ra]		≥80
	R9		≥0
Electrical	Duv		≤0.006
	Beam Angle		120°
	Rated Voltage		AC 120-277V
	Frequency		50/60Hz
Lifetime [at 120-227V]	Lamp Wattage		110W
	Lamp Current		1100mA
	Power Factor		≥0.9
Technical Requirements	L70 Lumen Maintenance Life [Hours]		≥50000
	L90 Lumen Maintenance Life [Hours]		≥36000
	Warranty [Years]		5
	Certifications		UL   FCC   RoHS   CE
Technical Requirements	THD		≤20%
	Ripple Current		≤5%
	Frequency of LED Current		≥120Hz
	Flicker		No Flicker
	Electrostatic Discharge [ESD]		4KV Contact Discharge / 8KV Air Discharge

Fixture ID  
F

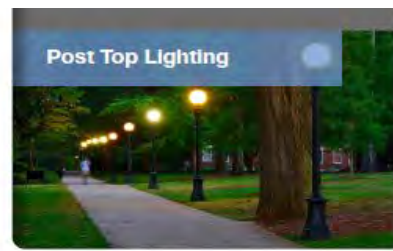
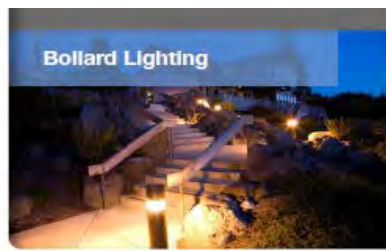
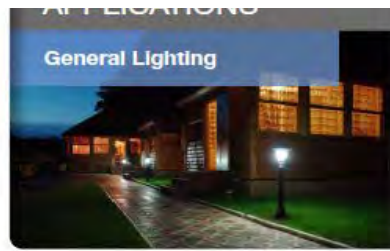
LED HP A Lamp

# HID LED 16.5W HO 277V

TITANIUM LED SERIES




APPLICATIONS



## SPECIFICATIONS

Product Model	58238 16.5A21/B30/277V	58239 16.5A21/B40/277V	58240 16.5A21/B50/277V
Type	HID LED	HID LED	HID LED
Base	E26	E26	E26
Power (W)	16.5	16.5	16.5
Voltage - Frequency	120-277V 50/60Hz	120-277V 50/60Hz	120-277V 50/60Hz
Color Temp. (ANSI)	Warm White 3000K	Cool White 4000K	Daylight 5000K
CRI (Ra) (typ.)	82	82	82
Typical lumens (lm)	2000	2000	2050
Efficacy (LPW)	121	121	124
Beam Angle	330°	330°	330°
Dimmable	No	No	No
Power Factor	0.9	0.9	0.9
Rated Lifetime - L70 (hrs.)	40,000	40,000	40,000
Dia. x MOL	2.55"x5.00" (65x127mm)	2.55"x5.00" (65x127mm)	2.55"x5.00" (65x127mm)
Weight (lb. / g)	0.50lb. / 227g	0.50lb. / 227g	0.50lb. / 227g

Fixture ID	LED Tubes 2'
G	



# LED T8 SERIES

## BYPass LED T8 - 2FT

**COMMERCIAL SPEC GRADE**  
Replaces 17W 2ft Fluorescent T8




Superior All-Around Light Distribution

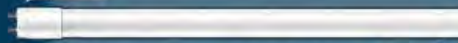


- FEATURES**
- BYPass the Ballast - Easy Retrofit Installation
  - Full Glass Lens with 310° Light Distribution
  - Uniform Light Output From End-to-End
  - Universal Input Voltage - 120-277V
  - UL + NSF/ANSI Standard 2 + DLC4.0 QPL Listed
  - Instant-ON with No Flicker
  - 5-Year Warranty

**Coated Shatter-Resistant Glass**



Proprietary IC-Driver design allows for high efficiency and exceptional longterm performance



**Light Engine produces uniform light output from end-to-end.**

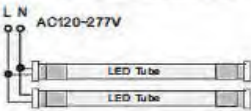
**Specifications and Technical Data**



MODEL	BASE TYPE	WATTS / EQV.	LUMEN	CCT	LENGTH	VOLTAGE	CRI	THD	CARTON QTY	LIGHT DISTRIBUTION
LBP3F1353B	Bi-Pin G13	7W / 17W	900LM	3000K	2 FT	120-277V	83	<20%	16	310°
LBP3F10353B	Bi-Pin G13	7W / 17W	900LM	3500K	2 FT	120-277V	83	<20%	16	310°
LBP3F11413B	Bi-Pin G13	7W / 17W	950LM	4100K	2 FT	120-277V	83	<20%	16	310°
LBP3F11453B	Bi-Pin G13	7W / 17W	950LM	4500K	2 FT	120-277V	83	<20%	16	310°
LBPEF1053B	Bi-Pin G13	7W / 17W	1000LM	5000K	2 FT	120-277V	83	<20%	16	310°
LBP3F1233B	Bi-Pin G13	9W / 17W	1050LM	3000K	2 FT	120-277V	83	<20%	16	310°
LBPEF1235B	Bi-Pin G13	9W / 17W	1100LM	3500K	2 FT	120-277V	83	<20%	16	310°
LBP3F1243B	Bi-Pin G13	9W / 17W	1150LM	4100K	2 FT	120-277V	83	<20%	16	310°
LBP3F12453B	Bi-Pin G13	9W / 17W	1200LM	4500K	2 FT	120-277V	83	<20%	16	310°
LBP3F1253B	Bi-Pin G13	9W / 17W	1250LM	5000K	2 FT	120-277V	83	<20%	16	310°

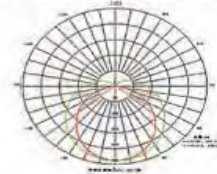
\* Suitable for use in totally enclosed fixtures  
 \*\* Suitable for damp locations. Not for use where exposed to the weather or moisture

**Installation Configuration**



**BYPass**

**Light Distribution Curve**



**Fixture ID**  
H

LED Post Top



**LED GARDEN LIGHT**

Page 1 of 4



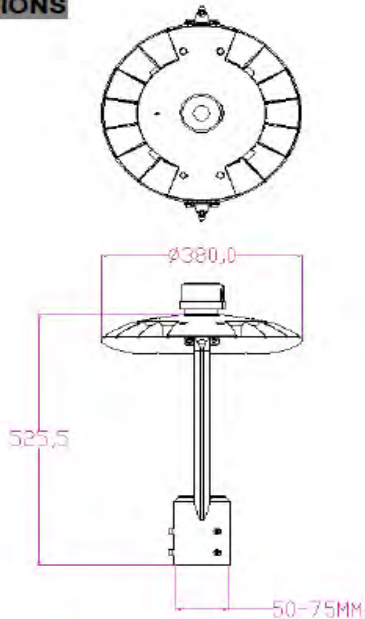
**GREENTEK ENERGY SYSTEMS, LLC**  
[www.GreenTekEnergySystems.com](http://www.GreenTekEnergySystems.com)



**P/N :GT-GS02B-75WACGA1-abcde**

Note:  
 GT= Company name  
 GS02B = Product series, LED Garden Light  
 75W = Rating Power  
 A= LED manufacturer, A=Lumileds 2835  
 CG = Diffuser type, CG=Clear Glass  
 A1 = Version number  
 a=Housing Color, BH = Black, WH=White, BR=Brown or Customized  
 b=MS or blank  
 represent Motion sensor or None Motion sensor  
 c= S or blank  
 represent Surge protector or None Surge protector  
 d=P or blank  
 represent Photocell or None Photocell

## DIMENSIONS



Fixture ID  
I

100w Area Light

e = CCT, can be 3000K/4000K/5000K

## ADVANTAGE

- ULcUL DLC certificate.
- IP65 driver, input voltage 100-277VAC.
- No UV or IR in the beam.
- Easy to install and operate.
- Energy saving, long lifespan.
- Light is soft and uniform, safe to eyes.
- Instant start, NO flickering, NO humming.
- Green and eco-friendly without mercury.
- Color-Tunable, can be adjusted the CCT to 3000K, 4000K and 5000K.

## APPLICATION

- ◆ City Slow Lane, Narrow Lane.
- ◆ Residential Area, Plaza.
- ◆ Sightseeing Area, Village Road and so on.

## LED SLIP FITTER MOUNT STREET LIGHT

100W

### DESCRIPTION

These lights are the top of the line in quality and price. These fixture are easy to installation and operate and are IP65 rated. Additionally, our Street Lights are DLC certified which means they are guaranteed up to 5 years. The lights produce over 140 lumens per watt and start from 150 watts and can go up to 300 watts. The lights also have adjustable mounting functions which consist of a shoebox, yoke, slip fitter, and typical street light horizontal mount.

Suitable for use in the following locations:

Ambient Temp: -4°F to 113°F  
Wet Locations

### Application

Streets, Parking Lots, Outdoor Courts & Fields, Plazas

### Notice For User:

- Please turn off power before installing or changing assembly parts.
- The input voltage and lamps should be matched, after connecting the power line, please make sure the wiring section is insulated.
- Professionals should only install and disassemble the lamps.

### WARRANTY

This product has a warranty for a period of 5 years from the date of purchase. The warranty is invalid in the case of improper installation, tampering, or removal of the Q.C. date label. Installation in an improper working environment or installation not according to the current edition of the National Electric Code also invalidates the warranty. Should this product fail during the warranty period, it will be replaced free of charge, subject to correct installation and return of the faulty unit. Greentek Energy Systems does not accept responsibility for any installation costs associated with the replacement of this product. This warranty is in addition to the statutory rights in the country of purchase. Greentek Energy Systems reserves the right to alter specifications without prior notice.

### More Information

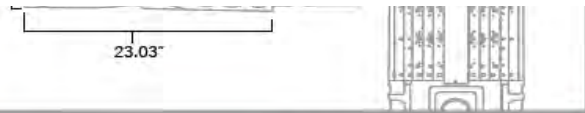
The street light comes with the top of the line chipset from PHILIPS LUMILEDS and a MeanWell IP65 Driver. The light produces no UV or IR in the light. It is easy to install and operates. The street light instantly starts with no flickering or humming. It is eco friendly and does not contain any mercury.

### More Information

The street light comes with the top of the line chipset from PHILIPS LUMILEDS and a MeanWell IP65 Driver. The light produces no UV or IR in the light. It is easy to install and operate and the output constant lever can be adjusted through output cable with 1-10V. Additionally, street light instantly starts with no flickering or humming and provides soft uniform lighting which is safe for the eyes. It is eco friendly and does not contain any mercury, ble the lamps.







SKU	GT-S-G07-100WCT3A1-BRAM40; GT-S-G07-100WCT3A1-BRAM57	Color	4000K, 5700K
Certification	UL, DLC	Lumens Output	14000 Lumens
Watts	100W	CRI	>70
Lumens	140 lm/w	Distribution	Type III



<b>Fixture ID</b> J	150w Area Light
------------------------	-----------------



## LED FLOOD MOUNT STREET LIGHT

### 150W

#### SPECIFICATIONS

INPUT POWER	150W	LED BRAND	SEOUL
LUMEN	20000 LM	LED TYPE	SMD3030
LUMEN EFFICACY	140 LM/W	LED QTY	154 PCS
COLOR TEMPERATURE	5700K	HOUSING	Aluminum Alloy
CRI	>70	HOUSING COLOR	Black / Brown/White/ Customized
STANDARD VIEWING ANGLE	150°90 Degree(Type III)	WATERPROOF RATING	WET(IP65)
INPUT VOLTAGE	100-277VAC 50/60Hz	OPERATING TEMPERATURE	-4°F TO 122°F
PF	≥0.9	OPERATING HUMIDITY	10%-90% RH
THD	≤20%	STORAGE TEMPERATURE	-22°F TO 176°F
DRIVER MODEL	SOSEN	STORAGE HUMIDITY	10%-95% RH
OPTIONAL ACCESSORY	Photocell / Surge protector	WARRANTY TIME	5 Years



Fixture ID  
K

LED Flood



## LED FLOOD LIGHT

30W S-Series

### DESCRIPTION

- UL cUL certificate
- Lumileds Chip, High CRI
- China brand IP65 driver,
- Input voltage 100-277Vac
- No UV or IR in the beam
- Easy to install and operate
- Energy saving, Long lifespan
- Instant start, NO flickering, NO humming
- Green and eco-friendly without mercury.

### APPLICATION

- Factory floor, libraries, square, park;
- Supermarkets, railway stations;
- Advertising lighting, etc.

### WARRANTY

This product has a warranty for a period of 5 years from the date of purchase. The warranty is invalid in the case of improper installation, tampering, or removal of the Q.C. date label. Installation in an improper working environment or installation not according to the current edition of the National Electric Code also invalidates the warranty. Should this product fail during the warranty period, it will be replaced free of charge, subject to correct installation and return of the faulty unit. Greentek Energy Systems does not accept responsibility for any installation costs associated with the replacement of this product. This warranty is in addition to the statutory rights in the country of purchase. Greentek Energy Systems reserves the right to alter specifications without prior notice.



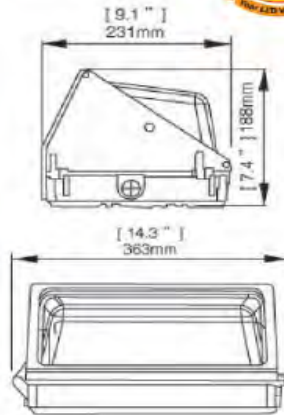
Fixture ID  
L

LED Wallpack



Your Pro&Reliable Outdoor Lighting Solver!

## 40W LED Wall Pack (HLF-150HSW-L)



**DLC**

## 40W LED Wall Pack Technical Data

### LED Light Engine

High quality CREE Chips, 40W output, UL listed  
long-life LED drivers constant current 700mA, 100-277VAC, 50-60HZ.

### Housing

Die-cast aluminum housing with anti-static powder paintin

### Mounting

Standard wall mounted

### Gaskets

High-temperature silicone to assure IP 54, suitable for outdoor wet locations

### Eco-friend Technology

Holly Lite LED products are Mercury and UV free

**Elementary Enrollment**  
**2020 - 2021 Actual Enrollment and 2020 - 2021 Projected Enrollment**

As of  
19-Aug-20

Class size: K-2 cap 23. McKinley cap 21  
3-5 cap 25. McKinley cap 23

	2020-2021 Actual									2020 - 2021 Projection									
	K	1	2	3	4	5	Total	Avg.	Total # Sections	K	1	2	3	4	5	Total	Avg.	Total # Sections	# Sections Change
Burr	16	22	21	18	21	21				20	21	21	18	22	21				
	16	22	22	18	21	21				20	21	21	18	22	21				
	17	23	22	19	21	22				20	20	21	18	21	21				
	<u>49</u>	<u>67</u>	<u>65</u>	<u>55</u>	<u>63</u>	<u>64</u>	<b>363</b>	<b>20.2</b>	<b>18</b>	<u>60</u>	<u>62</u>	<u>63</u>	<u>54</u>	<u>65</u>	<u>63</u>	<b>367</b>	<b>20.4</b>	<b>18</b>	<b>0</b>
Dwight																			
						18									17				
	19	21	19	23	24	18				20	22	17	22	24	18				
	20	22	20	24	25	18				19	22	17	22	24	18				
	<u>39</u>	<u>43</u>	<u>39</u>	<u>47</u>	<u>49</u>	<u>54</u>	<b>271</b>	<b>20.8</b>	<b>13</b>	<u>39</u>	<u>44</u>	<u>34</u>	<u>44</u>	<u>48</u>	<u>53</u>	<b>262</b>	<b>20.2</b>	<b>13</b>	<b>0</b>
Holland Hill																			
						21									21				
	17	17	18	18	19	21				19	19	19	20	16	21				
	18	18	18	18	24	22				19	19	19	20	16	20				
	18	18	18	18	23	13				19	18	19	20	13	13				
	<u>53</u>	<u>53</u>	<u>54</u>	<u>54</u>	<u>66</u>	<u>77</u>	<b>357</b>	<b>18.8</b>	<b>19</b>	<u>57</u>	<u>56</u>	<u>57</u>	<u>60</u>	<u>45</u>	<u>75</u>	<b>350</b>	<b>18.4</b>	<b>19</b>	<b>0</b>

Grade 4 and 5 includes Math Academy



Jennings	K	1	2	3	4	5	Total	Avg.	Sections
		16				18			
	19	16	21	21	23	18			
	20	17	21	21	23	19			
	39	49	42	42	46	55	<b>273</b>	<b>19.5</b>	<b>14</b>

	K	1	2	3	4	5	Total	Avg.	Sections	Change
		16				19				
	21	16	22	21	24	18				
	22	15	22	21	23	18				
	43	47	44	42	47	55	<b>278</b>	<b>19.9</b>	<b>14</b>	<b>0</b>

1 student above class size threshold 21.4 13 (2)

McKinley	K	1	2	3	4	5	Total	Avg.	Sections
					19				
		18	18		19	18			
	16	18	19	19	19	18			
	16	18	19	19	19	18			
	17	18	19	20	19	17			
	49	72	75	58	95	71	<b>420</b>	<b>18.3</b>	<b>23</b>

Reduced 1 section  
Added 1 section

	K	1	2	3	4	5	Total	Avg.	Sections	Change
					19					
	17	18	21		19					
	17	17	21	20	19	22				
	17	17	21	20	19	21				
	17	17	21	19	18	21				
	68	69	84	59	94	64	<b>438</b>	<b>19.0</b>	<b>23</b>	<b>0</b>

1 Student below class size threshold 19.0 24 1

Mill Hill	K	1	2	3	4	5	Total	Avg.	Sections
	19	19	21	20	19	20			
	19	19	21	20	19	21			
	20	19	22	21	20	21			
	58	57	64	61	58	62	<b>360</b>	<b>20.0</b>	<b>18</b>

	K	1	2	3	4	5	Total	Avg.	Sections	Change
	18	19	23	18	20	20				
	18	19	22	18	20	20				
	18	18	22	17	19	19				
	54	56	67	53	59	59	<b>348</b>	<b>19.3</b>	<b>18</b>	<b>0</b>

North Stratfield	K	1	2	3	4	5	Total	Avg.	Sections
	23	21	18	22	19	21			
	23	21	18	23	19	21			
	23	22	19	23	19	20			
	69	64	55	68	57	62	375	20.8	18

	K	1	2	3	4	5	Total	Avg.	Sections	Change
	20	22	19	24	20	21				
	19	22	19	23	20	20				
	19	21	18	23	19	20				
	58	65	56	70	59	61	369	20.5	18	0

Osborn Hill	K	1	2	3	4	5	Total	Avg.	Sections
		18							
	17	17	20	25	20	20			
	18	17	21	25	20	20			
	18	17	21	25	20	20			
	53	69	62	75	60	60	379	19.9	19

Reduced 1 section

	K	1	2	3	4	5	Total	Avg.	Sections	Change
		18		19						
	21	18	23	19	22	20				
	21	17	22	19	22	20				
	20	17	22	19	22	21				
	62	70	67	76	66	61	402	20.1	20	1
									-1	
									-1	
									18	-2

1 student above class size threshold

Riverfield	K	1	2	3	4	5	Total	Avg.	Sections
	15	19	21	24	20	24			
	16	19	21	25	20	24			
	16	20	22	25	20	24			
	47	58	64	74	60	72	375	20.8	18

Reduced 1 section

	K	1	2	3	4	5	Total	Avg.	Sections	Change
				19						
	21	20	23	19	21	24				
	21	19	23	19	21	24				
	20	19	22	19	21	23				
	62	58	68	76	63	71	398	20.9	19	1
									-1	
									18	

1 student above class size threshold

Sherman	2020-2021 Actual									2020-2021 Projection									Change
	K	1	2	3	4	5	Total	Avg.	Sections	K	1	2	3	4	5	Total	Avg.	Sections	
	17	18			21	19				19				21	21				
	18	18	18	22	21	20				21	18	19	23	21	20				
	18	19	19	22	22	20				21	18	19	22	20	20				
	18	19	19	22	22	20				20	18	18	22	20	20				
	71	74	56	66	86	79	432	19.6	22	62	73	56	67	82	81	421	20.0	21	(1)
<b>Added 1 section</b>																			
Stratfield	2020-2021 Actual						2020-2021 Projection						Change						
	K	1	2	3	4	5	K	1	2	3	4	5							
							18												
	17	22	19	17	20	19	21	18	20	19	22	20							
	17	22	19	18	20	19	20	18	20	19	22	20							
	18	23	19	18	20	20	20	17	19	18	22	20							
	52	67	57	53	60	58	347	19.3	18	61	71	59	56	66	60	373	19.6	19	1
<b>Reduced 1 section</b>																			
<b>Total Students</b>	579	673	633	653	700	714	<b>3,952</b>	626	671	655	657	694	703	<b>4,006</b>	<b>54</b>	<b>Students</b>			

Sections	2020-2021 Actual							2020-2021 Projection							Change	
	K	1	2	3	4	5	Total	K	1	2	3	4	5	Total		
	32	35	32	31	34	36	200	32	36	32	33	34	35	202	<b>2</b>	<b>Sections</b>
1 Student below class size threshold								0	0	1	0	0	0	1		
2 Students below class size threshold								0	0	0	0	0	0	0		
1 Student above class size threshold								0	(2)	0	(2)	0	0	(4)		
<b>Total Budgeted Sections</b>								32	34	33	31	34	35	199	<b>(3)</b>	

# 2020-2021 Fairfield Public Schools Student Calendar

DRAFT DRAFT

Approved by BOE August 11, 2020

DRAFT DRAFT

July 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

July 3–Independence Day (Observed)

August 2020						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 28, 31–PD Days

September 2020 <sup>(16)</sup>						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Sept 1-4–PD Days

Sept 3–6th and 9th grade orientations

Sept 7–Labor Day

Sept 8–First Day of School

Sept 18–Rosh Hashanah at sunset,  
No evening activities

Sept 28–Yom Kippur

October 2020 <sup>(22)</sup>						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Oct 8–Early Dismissal, Conference Day  
**PK-8** (Not HS)

Oct 13–Early Dismissal, Conference Day  
**PK-8** PM Conf (Not HS)

Oct 14–Early Dismissal, **PK-12**,  
Conference Day and HS PSAT

November 2020 <sup>(17)</sup>						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

November 3–All Day PD

November 11–Veterans Day

November 25–Early Dismissal PK-12

November 26-27–Thanksgiving

December 2020 <sup>(17)</sup>						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

December 23–Early Dismissal PK-12

December 24-31–Winter Break

January 2021 <sup>(19)</sup>						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 1–New Year's Day

January 15–Early Dismissal PK-12 (PD)

January 18–Martin Luther King, Jr. Day

February 2021 <sup>(18)</sup>						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Feb 11–Early Dismissal PK-12 (PD)

Feb 12–February Break

Feb 15–Washington's Birthday

Feb 23–Early Dismissal PK-12 (PD)

March 2021 <sup>(23)</sup>						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

March 17, 18, 25–Early Dismissal **PK-5**  
Elementary Only (Conference Days, *PM*  
Conf on Mar 25)

April 2021 <sup>(16)</sup>						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

April 2–Good Friday

April 12-16–Spring Break

May 2021 <sup>(20)</sup>						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

May 31–Memorial Day


June 2021 <sup>(11)</sup>						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

June 1–All Day PD

June 15–Early Dismissal PK-12

June 16–Early Dismissal PK-12 and Last  
Day of School

The first 6 snow days will extend the length of the school year and the date of high school graduation. The Board of Education will set the graduation date in April 2021. Additional snow days will reduce the April Break beginning with the last day, April 16.

No School   
 No School and Professional Development for Staff   
 Early Dismissal   
 Early Dismissal and Professional Development or Conferences   
 The last 2 days are Early Dismissal days for students only 



Fairfield Public Schools  
Board of Education  
Policy Guide

**Series C-19-COVID-19 Policies and Regulations**

**TEMPORARY POLICIES AND REGULATIONS  
RELATED TO THE COVID-19 PANDEMIC**

**C-19.1 (a)**

The Fairfield Board of Education (the “Board”) recognizes that the COVID-19 Pandemic (the “COVID-19 Pandemic”) has prompted changes in laws, rules, and guidance affecting Board policy and school district operation, and requiring the Board and the administration of the Fairfield Public Schools (the “Administration”) to implement certain changes consistent with such laws, rules, and guidance. The Board further recognizes that the circumstances surrounding the COVID-19 Pandemic are continually changing, and that the Board and the Administration must be prepared to adapt and evolve as appropriate and/or required. In all circumstances, the Board prioritizes safeguarding the health and safety of students and staff while continuing to educate students in accordance with federal and state law and District policies and expectations.

In light of these circumstances, it is the policy of the Board to provide for temporary amendments to certain existing Board policies and administrative regulations, and to enact or authorize Board policies and administrative regulations on new topics, to the extent appropriate and/or required by applicable laws, rules, and guidance regarding the COVID-19 Pandemic (the “COVID-19 Policies and Regulations”). Such amendments and additions are guided by the need to (1) safeguard the health and safety of students and staff while continuing to educate students in accordance with state law; (2) adhere to all applicable laws, rules, and guidance; and (3) preserve flexibility for the Board and the Administration to account for further changes related to the COVID-19 Pandemic.

All COVID-19 Policies and Regulations shall be identified as such in the header of the Policy or Regulation with an indication that such policy or regulation is part of Series C19 (COVID-19 Policies and Regulations). COVID-19 Policies and Regulations that are amendments to existing policies or regulations shall have the identifier “C19” added after the applicable series number. In addition, all amendments to existing Board policies and administrative regulations shall be identified as such through the use of yellow highlighting and either bolded italicized text (for additions) or strikethrough text (for deletions). All Board policies and administrative regulations on new topics shall be identified as such in the title of the Policy or Regulation with the notation, “(NEW).” To the extent any conflict exists between a COVID-19 Policy and Regulation and an existing Board policy or administrative regulation, the COVID-19 Policy and Regulation shall control during any period in which the COVID-19 Policy and Regulation is in effect.

The COVID-19 Policies and Regulations shall remain in effect up to and including June 30, 2021, unless otherwise noted in the individual policy or unless the Board or the

**Series C-19-COVID-19 Policies and Regulations**

**TEMPORARY POLICIES AND REGULATIONS  
RELATED TO THE COVID-19 PANDEMIC (continued) C-19.1 (b)**

Administration (as appropriate) shortens or extends the term of any COVID-19 Policy and Regulation through appropriate Board or administrative action. Absent any further Board or administrative action (as appropriate), effective July 1, 2021, the COVID-19 Policies, ~~and Regulations~~, and temporary Amendments shall be repealed automatically. ~~and the Board's policies and administrative regulations in effect prior to the enactment of the COVID-19 Policies and Regulations shall be reinstated.~~

~~The Board and/or the Administration (as appropriate) shall provide for further amendments to existing Board policies and administrative regulations, further additions to Board policies and administrative regulations, and revisions to any previously adopted COVID-19 Policies and Regulations to the extent appropriate, required, and/or warranted. In addition, the Board and the Administration shall have the authority to follow all applicable laws, rules, and guidance to the extent any such laws, rules, and guidance are not incorporated into any existing Board policy and/or administrative regulation. To the extent any conflict exists between any such laws, rules, and/or guidance and an existing Board policy or administrative regulation, the law, rule, and/or guidance shall control during any period in which the Board and the Administration exercise their authority to follow such law, rule, and/or guidance.~~

**Legal References: Connecticut General Statutes**

§ 10-221  
Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together, Connecticut State Department of Education (June 29, 2020)

Temporary Policy Adopted 8/25/2020

ADOPTED: \_\_\_\_\_  
REVISED: \_\_\_\_\_

**Temporary Policy Rev. 8/13/2020**

## **Series C-19-COVID-19 Policies and Regulations**

### **TEMPORARY POLICIES AND REGULATIONS RELATED TO THE COVID-19 PANDEMIC**

#### **C-19.1 (a)**

The Fairfield Board of Education (the “Board”) recognizes that the COVID-19 Pandemic (the “COVID-19 Pandemic”) has prompted changes in laws, rules, and guidance affecting Board policy and school district operation, and requiring the Board and the administration of the Fairfield Public Schools (the “Administration”) to implement certain changes consistent with such laws, rules, and guidance. The Board further recognizes that the circumstances surrounding the COVID-19 Pandemic are continually changing, and that the Board and the Administration must be prepared to adapt and evolve as appropriate and/or required. In all circumstances, the Board prioritizes safeguarding the health and safety of students and staff while continuing to educate students in accordance with federal and state law and District policies and expectations.

In light of these circumstances, it is the policy of the Board to provide for temporary amendments to certain existing Board policies and administrative regulations, and to enact or authorize Board policies and administrative regulations on new topics, to the extent appropriate and/or required by applicable laws, rules, and guidance regarding the COVID-19 Pandemic (the “COVID-19 Policies and Regulations”). Such amendments and additions are guided by the need to (1) safeguard the health and safety of students and staff while continuing to educate students in accordance with state law; (2) adhere to all applicable laws, rules, and guidance; and (3) preserve flexibility for the Board and the Administration to account for further changes related to the COVID-19 Pandemic.

All COVID-19 Policies and Regulations shall be identified as such in the header of the Policy or Regulation with an indication that such policy or regulation is part of Series C19 (COVID-19 Policies and Regulations). COVID-19 Policies and Regulations that are amendments to existing policies or regulations shall have the identifier “C19” added after the applicable series number. In addition, all amendments to existing Board policies and administrative regulations shall be identified as such through the use of yellow highlighting and either bolded italicized text (for additions) or strikethrough text (for deletions). All Board policies and administrative regulations on new topics shall be identified as such in the title of the Policy or Regulation with the notation, “(NEW).” To the extent any conflict exists between a COVID-19 Policy and Regulation and an existing Board policy or administrative regulation, the COVID-19 Policy and Regulation shall control during any period in which the COVID-19 Policy and Regulation is in effect.

The COVID-19 Policies and Regulations shall remain in effect up to and including June 30, 2021, unless otherwise noted in the individual policy or unless the Board or the

**Series C-19-COVID-19 Policies and Regulations**

**TEMPORARY POLICIES AND REGULATIONS  
RELATED TO THE COVID-19 PANDEMIC (continued)**

**C-19.1 (b)**

Administration (as appropriate) shortens or extends the term of any COVID-19 Policy and Regulation through appropriate Board or administrative action. Absent any further Board or administrative action (as appropriate), effective July 1, 2021, the COVID-19 Policies, Regulations, and temporary Amendments shall be repealed automatically.

Legal Reference: Connecticut General Statutes

§ 10-221

Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow  
Together, Connecticut State Department of Education (June 29, 2020)

Temporary Policy Adopted 8/25/2020



Fairfield Public Schools  
Board of Education  
Policy Guide

**Series C-19-COVID-19 Policies and Regulations**

**FAMILIES FIRST CORONAVIRUS RESPONSE ACT LEAVE C-19.3(a)**

I. Statement of Policy

In light of the global pandemic, and pursuant to the recently passed Families First Coronavirus Response Act (“FFCRA”), the Fairfield Board of Education (the “Board”) is amending its policy on FMLA and adopting a sick leave policy as explained below. These amendments relate to the Emergency Paid Sick Leave Act (“EPSLA”) and the Emergency Family and Medical Leave Expansion Act (“EFMLEA”), and are effective from April 1, 2020 through December 31, 2020, or until further notice from the Board.

II. EPSLA & EFMLEA Leave

A. Qualifying Reasons for EPSLA and EFMLEA Leaves

Under the FFCRA, an employee qualifies for leave under the EPSLA if the employee is unable to work (or unable to telework) because the employee:

1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
2. has been advised by a health care provider to self-quarantine related to COVID-19;
3. is experiencing COVID-19 symptoms *and* is seeking a medical diagnosis;
4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);
5. is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19; or
6. is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services, in consultation with the Secretaries of Labor and Treasury.

Under the FFCRA, an employee qualifies for EFMLEA leave if the employee is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19. The first two (2) weeks of EFMLEA leave are unpaid, while the remaining ten (10) weeks are paid as set forth below.

B. Duration of EPSLA and EFMLEA Leaves

***For Qualifying Reasons (1)-(4) and (6):*** A full-time employee (individual working forty (40) hours per week) is eligible for eighty (80) hours of EPSLA

**FAMILIES FIRST CORONAVIRUS RESPONSE ACT LEAVE (continued)**  
**C-19.3(b)**

leave. A part-time employee is eligible for the number of hours of EPSLA leave that the employee works on average over a two (2) week period.

***For Qualifying Reason (5):*** A full-time employee (individual working forty (40) hours per week) is eligible for an aggregate total of up to twelve (12) weeks of EFMLEA leave, so long as the childcare need exists for the duration of leave. A part-time employee is eligible for such leave for the number of hours that the employee is normally scheduled to work over that period. Employees may use their EPSLA leave concurrently with the first two (2) weeks of unpaid EFMLEA leave.

C. Calculation of Pay for of EPSLA and EFMLEA Leaves

***For EPSLA Leave Reasons (1), (2), or (3):*** Employees taking leave are entitled to pay at either their regular rate or the applicable minimum wage, whichever is higher, up to \$511 per day and \$5,110 in the aggregate.

***For EPSLA Leave Reasons (4) or (6):*** Employees taking leave are entitled to pay at 2/3 their regular rate or 2/3 the applicable minimum wage, whichever is higher, up to \$200 per day and \$2,000 in the aggregate.

***For EPSLA leave reason (5) and EFMLEA leave:*** Employees taking leave are entitled to pay at 2/3 their regular rate or 2/3 the applicable minimum wage, whichever is higher, up to \$200 per day and \$12,000 in the aggregate. While the first two (2) weeks of EFMLEA leave is unpaid, an employee may use paid EPSLA leave to receive compensation during that period. If the employee opts *not* to use EPSLA leave for this purpose, the employee would be eligible to receive \$200 per day and \$10,000 in the aggregate for weeks 3 through 12 of EFMLEA leave.

D. Determination of Eligibility Under a Qualifying Reason

Determination of an employee's eligibility for leave, including intermittent leave, will be made on a case-by-case basis and in accordance with the FFCRA, implementing regulations, and additional guidance provided by the United States Department of Labor.

III. EPSLA & EFMLEA Coordination with Other Leave

A. Sequence of Available Leaves

An employee may, but is not required to, use EPSLA leave during the first two (2) weeks of the unpaid portion of the EFMLEA leave period.

**FAMILIES FIRST CORONAVIRUS RESPONSE ACT LEAVE (continued)**  
**C-19.3(c)**

**B. EPSLA Leave Adds to Existing Leave Benefits**

EPSLA leave is in addition to other accrued leave provided pursuant to the relevant collective bargaining agreement or Board policy.

**C. Effect of Use of Prior Federal FMLA Qualifying Leave on Eligibility for EFMLEA Leave**

An employee's eligibility for EFMLEA leave depends on how much FMLA leave the employee has already taken during the twelve (12) months immediately preceding the start of EFMLEA. Any employee employed by the Board for at least thirty (30) days may take a total of 12 workweeks for EFMLEA leave during the applicable period. If an eligible employee has taken some, but not all, of twelve (12) workweeks under the federal FMLA during the 12-month period immediately preceding a request for EFMLEA, the employee may take the remaining portion of leave available. If the eligible employee has already taken twelve (12) workweeks of federal FMLA leave during this 12-month period, the employee may not take additional EFMLEA leave.

**IV. Required Documentation for EPSLA, EFMLEA, and FMLA Leaves**

**A. EPSLA Leave**

- All employees seeking EPSLA leave must provide the following:
  - Employee's name;
  - Date(s) for which leave is requested;
  - Qualifying reason for leave; and
  - A statement that the employee is unable to work because of the qualified reason for leave. This statement may be oral or written.
  
- In addition, employees must provide the following depending on the reason for taking EPSLA leave:
  - If an employee is taking EPSLA leave due to a quarantine or isolation order, the employee must identify the governmental entity that issued the order.
  - If an employee is taking EPSLA leave because a health care provider advised the employee to self-quarantine, the employee must identify the health care provider.
  - If an employee is taking EPSLA leave to care for a child whose school or place of care is closed, the employee must identify the name of the child being cared for, the name of the school or childcare provider that is closed or unavailable, and represent that no one else will be taking care of the child.

**FAMILIES FIRST CORONAVIRUS RESPONSE ACT LEAVE (continued)**  
**C-19.3(c)**

**B. EFMLEA Leave**

- If an employee is taking EFMLEA leave to care for a child whose school or place of care is closed, the employee must identify the name of the child being cared for, the name of the school or childcare provider that is closed or unavailable, and represent that no one else will be taking care of the child.

**C. Other FMLA Qualifying Leave**

All existing certification requirements under the federal FMLA remain in effect if an employee is taking leave for one of the existing qualifying reasons under the federal FMLA. For example, if an employee is taking leave beyond the two (2) weeks of EPSLA leave because the employee's medical condition for COVID-19-related reasons rises to the level of a serious health condition, the employee must continue to provide medical certifications under the federal FMLA as required by the Board.

**Legal Reference:**

Families First Coronavirus Response Act, Pub. L. 116-127 §§3102, 5102, 134 Stat. 178 (2020).

Paid Leave Under the Families First Coronavirus Response Act, 29 CFR § 826 (2020).

Temporary Policy Adopted 8/25/2020



Fairfield Public Schools  
Board of Education  
Policy Guide

**Series C-19-COVID-19 Policies and Regulations**

**HEALTH AND SAFETY PROTOCOLS  
RELATED TO THE COVID-19 PANDEMIC**

**C-19.2**

The Fairfield Board of Education (the “Board”) recognizes the importance of developing health and safety protocols to protect the health and safety of students, staff, and the community during the COVID-19 pandemic. The Board thus directs the administration of the Fairfield Public Schools (the “Administration”) to develop health and safety protocols consistent with applicable laws, rules, regulations, and requirements, and to consider current guidance in the development of such protocols.

Compliance with such health and safety protocols shall be mandatory for all individuals while on school property or participating in a school-sponsored activity, unless a legally recognized exemption or exception applies. Failure to comply with such health and safety protocols may lead to disciplinary action for students and staff, and exclusion from school property or the school-sponsored activity for members of the community, in accordance with applicable laws, rules, regulations, and/or Board policies.

The Administration shall provide appropriate notice of such health and safety protocols. Notice may be provided by way of electronic mail, regular mail, website posting, student handbooks, employee handbooks, and/or any other appropriate methods.

**Legal References:** Connecticut General Statutes

§ 10-221

Adapt, Advance, Achieve: Connecticut’s Plan to Learn and Grow Together, Connecticut State Department of Education (June 29, 2020)

**ADOPTED:** \_\_\_\_\_

**REVISED:** \_\_\_\_\_

*Temporary Policy Rev. 8/13/2020*

Temporary Policy Adopted 8/25/2020

**Series C-19-COVID-19 Policies and Regulations**

**HEALTH AND SAFETY PROTOCOLS  
RELATED TO THE COVID-19 PANDEMIC**

**C-19.2**

The Fairfield Board of Education (the “Board”) recognizes the importance of developing health and safety protocols to protect the health and safety of students, staff, and the community during the COVID-19 Pandemic. The Board thus directs the administration of the Fairfield Public Schools (the “Administration”) to develop health and safety protocols consistent with applicable laws, rules, regulations, and requirements, and to consider current guidance in the development of such protocols.

Compliance with such health and safety protocols shall be mandatory for all individuals while on school property or participating in a school-sponsored activity, unless a legally recognized exemption or exception applies. Failure to comply with such health and safety protocols may lead to disciplinary action for students and staff, and exclusion from school property or the school-sponsored activity for members of the community, in accordance with applicable laws, rules, regulations, and/or Board policies.

The Administration shall provide appropriate notice of such health and safety protocols. Notice may be provided by way of electronic mail, regular mail, website posting, student handbooks, employee handbooks, and/or any other appropriate methods.

**Legal Reference:** Connecticut General Statutes

§ 10-221

Adapt, Advance, Achieve: Connecticut’s Plan to Learn and Grow Together, Connecticut State Department of Education (June 29, 2020)

Temporary Policy Adopted 8/25/2020

Fairfield Public Schools  
Board of Education  
Policy Guide

**Business and Non-Instructional Operations**  
***Series C-19-COVID-19 Policies and Regulations***

**GREEN CLEANING PROGRAM**

**3524.2(a)/ C-19.4(a)**

***Temporary amendments have been made to this policy related to the COVID-19 pPandemic. All temporary revisions appear in highlighted bold italics or strikethrough text.***

Cleaning chemicals can negatively impact indoor air quality and cause harm to the occupants of a school building. Therefore, the purpose of this policy is to encourage and promote the principles of green cleaning throughout the Fairfield Public Schools, in compliance with applicable statutes. The Board of Education encourages and supports efforts to implement green cleaning in all District schools. This shall result in the implementation of a green cleaning program in all District facilities no later than July 1, 2011.

It is the policy of the Fairfield Public Schools to achieve the maintenance of clean, safe, and healthy schools through the elimination of contaminants that affect children and adult health, performance and attendance and the implementation of cleaning processes and products that protect health without harming the environment.

The Board of Education, by July 1, 2011, will reduce exposure of school building occupants to potentially hazardous chemical cleaning products by adopting this Green Cleaning policy which requires the use of cleaning products in the schools that meet the guidelines or standards set by a national or international certification program approved by the Department of Administrative Services (DAS) in consultation with the Commissioner of Environmental Protection in order to minimize the potential harmful effects on human health and the environment.

The transition to environmentally and health-friendly cleaning and/or sanitizing products shall be accomplished as soon as possible and in a manner that avoids the waste of existing inventories, accommodates establishment of supply chains for new products, enables the training of personnel in appropriate work practices, and allows the phase-out of products and practices inconsistent with this policy.

**Business and Non-Instructional Operations**  
***Series C-19-COVID-19 Policies and Regulations***

**GREEN CLEANING PROGRAM** (continued)

**3524.2(b)/C-19.4(b)**

**Definitions**

**“Green Cleaning Program”** means the procurement and proper use of environmentally preferable cleaning products in school buildings and facilities.

**“Environmentally Preferable Cleaning Products”** means products or services that have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. Such products must be approved by a DAS approved national or international certification program. This term includes, but is not limited to, general purpose cleaners, bathroom cleaners, glass and carpet cleaners, hand cleaners and soaps, and floor finishes and strippers. Excluded are any disinfectants, disinfecting cleaner, sanitizer or any other antimicrobial products regulated by the Federal Insecticide, Fungicide and Rodenticide Act. Also excluded are products for which no guidelines or environmental standard has been established by any national or international certification program approved by the DAS or which is outside the scope of or is otherwise excluded under guidelines or environmental standards established by such a national or international certification program.

**Notice Requirements**

Annually, starting by October 1, 2010, the District will give to members of the school staff and to parents/guardians who request it, a written copy of this policy. In addition, this written statement shall also include:

- a. the names and types of environmentally preferable cleaning products used in the schools and where in the buildings they are applied;
- b. the schedule for applying the products; and
- c. the name of the school administrator or designee whom the parent/guardian or student may contact for more information.

The notice shall also contain the following statement: “No parent, guardian, teacher, or staff member may bring into the school facility any consumer product which is intended to clean, deodorize, sanitize or disinfect.”

In addition, parents/guardians of any child who transfers during the school year, or a new staff member hired during the school year shall be notified of this green cleaning policy via the Fairfield Public School’s Family Guide.



**Business and Non-Instructional Operations**  
***Series C-19-COVID-19 Policies and Regulations***

**GREEN CLEANING PROGRAM (continued)**

**3524.2(c)/C-19.4(c)**

The Board will also make available on its website a copy of this green cleaning policy.

Biennially, the Board will report to the Commissioner of Education on its green cleaning program, in a manner prescribed by the Commissioner.

***Temporary Covid-19 Disinfectant Use***

***Pursuant to subsection (a)(2)(A) of section 10-231g of the Connecticut General Statutes, any disinfectant, disinfecting cleaner, sanitizer or any other antimicrobial product approved by federal law may be used by the Fairfield Board of Education.***

(cf. 3524 – Hazardous Materials in Schools)

(cf. 3524.1 – Pesticide Application)

(cf. 7230.2 – Indoor Air Quality)

Legal Reference: Connecticut General Statutes

10-220 Duties of Boards of Education

10-231a through 10-231d. Pesticide applications at schools

22a-46. Short title: Connecticut Pesticide Control Act

P.A. 09-81 An Act Concerning Green Cleaning Products in Schools

Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA) 7 U.S. Code

136 et seq.

***“Guidance Regarding ‘Green Cleaning’ Requirements and Coronavirus/COVID 19,” Department of Administrative Services (March 5, 2020), available at <https://portal.ct.gov/-/media/SDE/Digest/2019-20/2020-COVID-19-Green-Cleaning-Guidance.pdf>***

Adopted 10/12/2010

***Temporary Revision Adopted 8/25/2020***

**Business and Non-Instructional Operations**

***Series C-19-COVID-19 Policies and Regulations***

**GREEN CLEANING PROGRAM**

**3524.2(a)/ C-19.4(a)**

***Temporary amendments have been made to this policy related to the COVID-19 Pandemic.  
All temporary revisions appear in highlighted bold italics or strikethrough text.***

Cleaning chemicals can negatively impact indoor air quality and cause harm to the occupants of a school building. Therefore, the purpose of this policy is to encourage and promote the principles of green cleaning throughout the Fairfield Public Schools, in compliance with applicable statutes. The Board of Education encourages and supports efforts to implement green cleaning in all District schools. This shall result in the implementation of a green cleaning program in all District facilities no later than July 1, 2011.

It is the policy of the Fairfield Public Schools to achieve the maintenance of clean, safe, and healthy schools through the elimination of contaminants that affect children and adult health, performance and attendance and the implementation of cleaning processes and products that protect health without harming the environment.

The Board of Education, by July 1, 2011, will reduce exposure of school building occupants to potentially hazardous chemical cleaning products by adopting this Green Cleaning policy which requires the use of cleaning products in the schools that meet the guidelines or standards set by a national or international certification program approved by the Department of Administrative Services (DAS) in consultation with the Commissioner of Environmental Protection in order to minimize the potential harmful effects on human health and the environment.

The transition to environmentally and health-friendly cleaning and/or sanitizing products shall be accomplished as soon as possible and in a manner that avoids the waste of existing inventories, accommodates establishment of supply chains for new products, enables the training of personnel in appropriate work practices, and allows the phase-out of products and practices inconsistent with this policy.

**Business and Non-Instructional Operations**  
***Series C-19-COVID-19 Policies and Regulations***

**GREEN CLEANING PROGRAM** (continued)

**3524.2(b)/C-19.4(b)**

**Definitions**

**“Green Cleaning Program”** means the procurement and proper use of environmentally preferable cleaning products in school buildings and facilities.

**“Environmentally Preferable Cleaning Products”** means products or services that have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. Such products must be approved by a DAS approved national or international certification program. This term includes, but is not limited to, general purpose cleaners, bathroom cleaners, glass and carpet cleaners, hand cleaners and soaps, and floor finishes and strippers. Excluded are any disinfectants, disinfecting cleaner, sanitizer or any other antimicrobial products regulated by the Federal Insecticide, Fungicide and Rodenticide Act. Also excluded are products for which no guidelines or environmental standard has been established by any national or international certification program approved by the DAS or which is outside the scope of or is otherwise excluded under guidelines or environmental standards established by such a national or international certification program.

**Notice Requirements**

Annually, starting by October 1, 2010, the District will give to members of the school staff and to parents/guardians who request it, a written copy of this policy. In addition, this written statement shall also include:

- a. the names and types of environmentally preferable cleaning products used in the schools and where in the buildings they are applied;
- b. the schedule for applying the products; and
- c. the name of the school administrator or designee whom the parent/guardian or student may contact for more information.

The notice shall also contain the following statement: “No parent, guardian, teacher, or staff member may bring into the school facility any consumer product which is intended to clean, deodorize, sanitize or disinfect.”

In addition, parents/guardians of any child who transfers during the school year, or a new staff member hired during the school year shall be notified of this green cleaning policy via the Fairfield Public School’s Family Guide.

**Business and Non-Instructional Operations**  
***Series C-19-COVID-19 Policies and Regulations***

**GREEN CLEANING PROGRAM** (continued)

**3524.2(c)/C-19.4(c)**

The Board will also make available on its website a copy of this green cleaning policy.

Biennially, the Board will report to the Commissioner of Education on its green cleaning program, in a manner prescribed by the Commissioner.

***Temporary Covid-19 Disinfectant Use***

***Pursuant to subsection (a)(2)(A) of section 10-231g of the Connecticut General Statutes, any disinfectant, disinfecting cleaner, sanitizer or any other antimicrobial product approved by federal law may be used by the Fairfield Board of Education.***

(cf. 3524 – Hazardous Materials in Schools)

(cf. 3524.1 – Pesticide Application)

(cf. 7230.2 – Indoor Air Quality)

Legal Reference: Connecticut General Statutes

10-220 Duties of Boards of Education

10-231a through 10-231d. Pesticide applications at schools

22a-46. Short title: Connecticut Pesticide Control Act

P.A. 09-81 An Act Concerning Green Cleaning Products in Schools

Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA) 7 U.S. Code

136 et seq.

***“Guidance Regarding ‘Green Cleaning’ Requirements and Coronavirus/COVID 19,” Department of Administrative Services (March 5, 2020), available at <https://portal.ct.gov/-/media/SDE/Digest/2019-20/2020-COVID-19-Green-Cleaning-Guidance.pdf>***

Adopted 10/12/2010

***Temporary Revision Adopted 8/25/2020***



Fairfield Public Schools  
Board of Education  
Policy Guide

**Business/Non-Instructional Operations**  
***Series C-19-COVID-19 Policies and Regulations***

**COMMUNITY USE OF SCHOOL FACILITIES**

**3515(a)/C-19.5(a)**

***Temporary amendments to this policy related to the COVID-19 ~~p~~Pandemic have been made to this policy. All temporary revisions appear in highlighted bold italics or strikethrough text.***

Since school buildings and grounds are public property, the Board of Education may make them available for purposes other than education when they are not in use for school purposes. ***Due to the COVID-19 ~~p~~Pandemic, the Superintendent may limit or restrict the use of school facilities by community and other groups based on the guidance of federal, state, and local health authorities and consistent with applicable law. In order to use school district facilities, any organization or individual requesting such use must agree to abide by all health and safety protocols in place by the school district at the time of use, including but not limited to protocols relating to cleaning of the facilities, signage, and health screenings of individuals requesting access to the facilities.***

School buildings and grounds shall be open for use by the public subject to such regulations as shall from time to time be established by the administration. The Reservation Office, 203-255-8374, may be contacted for a copy of the current regulations.

Such use shall not interfere with the educational program of the school, and representatives of the public using the school property shall ensure its reasonable use.

The Boy Scouts of America, Big Sisters of America, Boys and Girls Clubs of America, Future Farmers of America, Girl Scouts of America, Little League Baseball, Inc. and any other group intended to serve youth under the age of 21 listed in Title 36 of the U.S. Code may use school property upon payment of suitable fees and costs according to the Board approved fee schedule.

Legal Reference: Connecticut General Statutes  
10-239 Use of school facilities for other purposes  
Equal Access Act, 20 U.S.C. ss 4071-4074.  
*Good News Club v. Milford Central School*, Sup. CT. 6-11-01  
20 U.S.C. 7905 (Boy Scouts of America Equal Access Act contained in No Child Left Behind Act of 2001)  
***“Adapt, Advance, Achieve: Connecticut’s Plan to Learn and Grow Together,” Connecticut State Department of Education (June 29, 2020), available at <https://portal.ct.gov/-/media/SDE/COVID-19/CTReopeningSchools.pdf>***

**Business/Non-Instructional Operations**  
***Series C-19-COVID-19 Policies and Regulations***

**COMMUNITY USE OF SCHOOL FACILITIES**

***3515(b)/C-19.5(b)***

CREF Policy 1330

Adopted 8/27/2004

Revised and Adopted 6/7/2016

***Temporary Revision Adopted 8/25/2020***

**Business/Non-Instructional Operations**

***Series C-19-COVID-19 Policies and Regulations***

**COMMUNITY USE OF SCHOOL FACILITIES**

**3515(a)/C-19.5(a)**

***Temporary amendments to this policy related to the COVID-19 Pandemic have been made to this policy. All temporary revisions appear in highlighted bold italics or strikethrough text.***

Since school buildings and grounds are public property, the Board of Education may make them available for purposes other than education when they are not in use for school purposes. ***Due to the COVID-19 Pandemic, the Superintendent may limit or restrict the use of school facilities by community and other groups based on the guidance of federal, state, and local health authorities and consistent with applicable law. In order to use school district facilities, any organization or individual requesting such use must agree to abide by all health and safety protocols in place by the school district at the time of use, including but not limited to protocols relating to cleaning of the facilities, signage, and health screenings of individuals requesting access to the facilities.***

School buildings and grounds shall be open for use by the public subject to such regulations as shall from time to time be established by the administration. The Reservation Office, 203-255-8374, may be contacted for a copy of the current regulations.

Such use shall not interfere with the educational program of the school, and representatives of the public using the school property shall ensure its reasonable use.

The Boy Scouts of America, Big Sisters of America, Boys and Girls Clubs of America, Future Farmers of America, Girl Scouts of America, Little League Baseball, Inc. and any other group intended to serve youth under the age of 21 listed in Title 36 of the U.S. Code may use school property upon payment of suitable fees and costs according to the Board approved fee schedule.

Legal Reference: Connecticut General Statutes  
10-239 Use of school facilities for other purposes  
Equal Access Act, 20 U.S.C. ss 4071-4074.  
*Good News Club v. Milford Central School*, Sup. CT. 6-11-01  
20 U.S.C. 7905 (Boy Scouts of America Equal Access Act contained in No Child Left Behind Act of 2001)  
***“Adapt, Advance, Achieve: Connecticut’s Plan to Learn and Grow Together,” Connecticut State Department of Education (June 29, 2020), available at <https://portal.ct.gov/-/media/SDE/COVID-19/CTReopeningSchools.pdf>***

**Business/Non-Instructional Operations**  
***Series C-19-COVID-19 Policies and Regulations***

**COMMUNITY USE OF SCHOOL FACILITIES**

***3515(b)/C-19.5(b)***

CREF Policy 1330

Adopted 8/27/2004

Revised and Adopted 6/7/2016

***Temporary Revision Adopted 8/25/2020***



Fairfield Public Schools  
Board of Education  
Policy Guide

**Community Relations**

***Series C-19-COVID-19 Policies and Regulations***

**VISITS TO THE SCHOOLS**

**1250/C-19.6**

***Temporary amendments related to the COVID-19 pandemic have been made to this policy. All temporary revisions appear in highlighted bold italics or strikethrough text.***

The Board and staff of the school district welcome and encourage parents or guardians, members of the community, and other interested persons to visit the schools. To preserve the security of the schools, all visitors must check in at the main office where they shall be given whatever information or assistance is required. All visitors are required to wear school-provided identification badges for the duration of their visit. ***All visitors and observers permitted into school buildings or on school grounds must comply with all school health and safety protocols in place at the time, including any health screening protocols. Due to the COVID-19 pandemic, the Board may limit or restrict visitors based on the guidance of federal, state, and local health authorities.***

Legal Reference: Connecticut General Statutes  
10-151b Evaluation by superintendents of certain educational personnel  
53a-185 Loitering in or about school grounds: class c misdemeanor  
***“Adapt, Advance, Achieve: Connecticut’s Plan to Learn and Grow Together,” Connecticut State Department of Education (June 29, 2020), available at <https://portal.ct.gov/-/media/SDE/COVID-19/CTReopeningSchools.pdf>.***

Adopted 8/27/2004

***Temporary Revision Adopted 8/25/2020***

## Community Relations

### **Series C-19-COVID-19 Policies and Regulations**

#### **VISITS TO THE SCHOOLS**

**1250/C-19.6**

***Temporary amendments related to the COVID-19 Pandemic have been made to this policy. All temporary revisions appear in highlighted bold italics or strikethrough text.***

The Board and staff of the school district welcome and encourage parents or guardians, members of the community, and other interested persons to visit the schools. To preserve the security of the schools, all visitors must check in at the main office where they shall be given whatever information or assistance is required. All visitors are required to wear school-provided identification badges for the duration of their visit. ***All visitors and observers permitted into school buildings or on school grounds must comply with all school health and safety protocols in place at the time, including any health screening protocols. Due to the COVID-19 pandemic, the Board may limit or restrict visitors based on the guidance of federal, state, and local health authorities.***

Legal Reference: Connecticut General Statutes  
10-151b Evaluation by superintendents of certain educational personnel  
53a-185 Loitering in or about school grounds: class c misdemeanor  
***“Adapt, Advance, Achieve: Connecticut’s Plan to Learn and Grow Together,” Connecticut State Department of Education (June 29, 2020), available at <https://portal.ct.gov/-/media/SDE/COVID-19/CTReopeningSchools.pdf>.***

Adopted 8/27/2004

***Temporary Revision Adopted 8/25/2020***

Fairfield Public Schools  
Board of Education  
Policy Guide

## Community Relations

### SCHOOL VOLUNTEERS / RESOURCE PERSONS

***Series C-19-COVID-19 Policies and Regulations***

**1212/ C-19.7**

***Temporary amendments related to the COVID-19 pPandemic have been made to this policy and to the regulations. All temporary revisions appear in highlighted bold italics or strikethrough text.***

The Board of Education encourages the use of volunteers or resource persons to: (1) increase students' educational attainment, (2) provide enrichment experiences for students, (3) increase the effective utilization of staff time and skills, (4) give more individual attention to students, and (5) promote greater community involvement.

The Superintendent shall establish procedures for securing and screening volunteers and resource persons. No person who is a "sex offender," as defined by Public Act 98-111, An Act Concerning the Registration of Sexual Offenders, shall be retained as a volunteer. For the purpose of this policy, volunteers are defined as those individuals who volunteer their time to assist in schools while resource persons are those who are not employees but receive compensation in the form of a payment or an honorarium for services rendered (e.g., visiting author).

***All volunteers and/or resource persons must comply with all school health and safety protocols in place at the time, including any health screening protocols. Due to the COVID-19 pPandemic, the BoardSuperintendent may limit or restrict volunteers based on the guidance of federal, state, and local health authorities.***

Legal Reference: Connecticut General Statutes  
10-4g Parent and community involvement in schools; model programs;  
school-based teams  
10-235 Indemnification of teachers, board members, employees and certain  
volunteers and students in damage suits; expenses of litigation.  
54-254 Registration of person who has committed a felony for a sexual  
Purpose  
***"Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together," Connecticut State Department of Education (June 29, 2020), available at <https://portal.ct.gov/-/media/SDE/COVID-19/CTReopeningSchools.pdf>.***

Adopted 10/23/2007

***Temporary Revision Adopted 8/25/20***

## Community Relations

### SCHOOL VOLUNTEERS / RESOURCE PERSONS

***Series C-19-COVID-19 Policies and Regulations***

**1212/ C-19.7**

***Temporary amendments related to the COVID-19 Pandemic have been made to this policy and to the regulations. All temporary revisions appear in highlighted bold italics or strikethrough text.***

The Board of Education encourages the use of volunteers or resource persons to: (1) increase students' educational attainment, (2) provide enrichment experiences for students, (3) increase the effective utilization of staff time and skills, (4) give more individual attention to students, and (5) promote greater community involvement.

The Superintendent shall establish procedures for securing and screening volunteers and resource persons. No person who is a “sex offender,” as defined by Public Act 98-111, An Act Concerning the Registration of Sexual Offenders, shall be retained as a volunteer. For the purpose of this policy, volunteers are defined as those individuals who volunteer their time to assist in schools while resource persons are those who are not employees but receive compensation in the form of a payment or an honorarium for services rendered (e.g., visiting author).

***All volunteers and/or resource persons must comply with all school health and safety protocols in place at the time, including any health screening protocols. Due to the COVID-19 Pandemic, the Superintendent may limit or restrict volunteers based on the guidance of federal, state, and local health authorities.***

Legal Reference: Connecticut General Statutes  
10-4g Parent and community involvement in schools; model programs;  
school-based teams  
10-235 Indemnification of teachers, board members, employees and certain  
volunteers and students in damage suits; expenses of litigation.  
54-254 Registration of person who has committed a felony for a sexual  
Purpose  
***“Adapt, Advance, Achieve: Connecticut’s Plan to Learn and Grow Together,” Connecticut State Department of Education (June 29, 2020), available at <https://portal.ct.gov/-/media/SDE/COVID-19/CTReopeningSchools.pdf>.***



Adopted 10/23/2007

***Temporary Revision Adopted 8/25/20***

## Students

### ATTENDANCE / EXCUSES / DISMISSAL

#### *Series C-19-COVID-19 Policies and Regulations*

5113(a)/ C-19.8(a)

#### Attendance

*Temporary amendments related to the COVID-19 pPandemic have been made to this policy and to the accompanying regulations. All temporary revisions appear in highlighted bold italics or strikethrough text.*

Connecticut state law requires parents to cause their children, ages five through eighteen inclusive, to attend school regularly during the hours and terms the public school is in session. Parents or persons having control of a child five years of age have the option of not sending the child to school until ages six or seven. Mandatory attendance terminates upon graduation or withdrawal with written parent/guardian consent at age seventeen.

A student is considered to be “in attendance” if present at his/her assigned school, or an activity sponsored by the school (e.g., field trip), for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion should always be considered absent. A student not meeting the definition of “in attendance” shall be considered absent.

Classroom learning experiences are the basis for public school education. Time lost from class is lost instructional opportunity. The Board of Education requires that accurate records be kept of the attendance of each child, and students should not be absent from school without parental knowledge and consent.

#### Definitions (related to chronic absenteeism)

**Chronically absent child:** An enrolled student whose total number of absences at any time during a school year is equal to or greater than ten percent of the total number of days that such student has been enrolled at such school during such school year.

**Absence:** An excused absence, unexcused absence or disciplinary absence, as those terms are defined by the State Board of Education.

**District chronic absenteeism rate:** The total number of chronically absent children in the previous school year divided by the total number of children under the jurisdiction of the Board of Education for such school year.

**School chronic absenteeism rate:** The total number of chronically absent children for a school in the previous school year divided by the total number of children enrolled in such school for such school year.

## Students

### ATTENDANCE / EXCUSES / DISMISSAL (continued)

#### **Series C-19-COVID-19 Policies and Regulations**

**5113(b)/ C-19.8(b)**

#### Excused Absence

For absences one through nine, an absence shall be considered “excused” when a child does not attend school and appropriate documentation is provided by the student’s parent/guardian approving the absence, due to:

- A. Illness or injury;
- B. Death in the immediate family;
- C. Religious obligation;
- D. Court appearance;
- E. School sponsored activity;
- F. Lack of transportation that is normally provided by a district other than the one the student attends; (This reason does not require documentation.)
- G. An emergency; or
- H. Other exceptional circumstances and extraordinary educational opportunities preapproved by a District administrator and in accordance with SDE guidelines. Written excuse for such absences should be submitted to school officials by the child’s parent or guardian. All other absences with or without written explanation shall be considered unexcused.

For the tenth absence and all absences thereafter, a student’s absences from school are considered excused for the following reasons:

- A. Student illness (must be verified by a licensed medical professional to be deemed excused, regardless of the length of the absence; **such a verification must include a signed note from a medical professional, who has evaluated the student confirming the absence and giving an expected return date and including ~~the~~ any specific COVID-19 symptom(s) exhibited by the student so that the District can monitor trends that would suggest the spread of COVID-19**);
- B. Student’s observance of a religious holiday;
- C. Death in the student’s family or other emergency beyond the control of the student’s family;
- D. Mandated court appearances (documentation required);
- E. The lack of transportation that is normally provided by a district other than the one the student attends (no parental documentation required);
- F. Extraordinary educational opportunities pre-approved by District Administration and to be in accordance with Connecticut State Department of Education guidance.

A student’s absence from school shall be considered unexcused unless:

- A. The absence meets the definition of an excused absence and meets the documentation requirements; or
- B. The absence meets the definition of a disciplinary absence, which is the result of school or District disciplinary action and are excluded from these State Board of Education approved definitions.

## Students

### ATTENDANCE / EXCUSES / DISMISSAL

#### *Series C-19-COVID-19 Policies and Regulations*

5113(c)/ C-19.8(c)

#### Excused Absence (continued)

When the school in which a child is enrolled receives no notification of the child's absence from a parent/guardian or other person having control of the child, a reasonable effort shall be made by school personnel to notify by telephone, email, or mail such parent/guardian or other person having control of the child. *For any absence due to student illness, the signed note must include ~~the~~ any specific COVID-19 symptom(s) exhibited by the student so that the District can monitor trends that would suggest the spread of COVID-19.*

#### Unexcused Absence

Board policy with respect to unexcused absences stresses prevention and inquiry leading to remediation of absences. The schools will make all reasonable efforts to keep parents/guardians and students informed as to attendance problems and will make all reasonable efforts to help students improve their attendance when such improvement is warranted. Only when all local resources are exhausted is referral to legal authorities recommended.

A student's absence from school shall be considered "unexcused" unless the absence meets the definitions, listed above, for an "excused" absence, including the documentation requirements; or if the absence is the result of school or District disciplinary action.

#### Chronic Absenteeism

The Board of Education, in compliance with statute, requires the establishment of attendance review teams when chronic absenteeism rates in the District or at individual schools in the District meet the following circumstances:

1. A team for the District must be established when the District chronic absenteeism rate is 10 percent or higher.
2. A team for the school must be established when the school chronic absenteeism rate is 15 percent or higher.
3. A team for either the District or each school must be established when (a) more than one school in the District has a school chronic absenteeism rate of 15 percent or higher or (b) a District has a District chronic absenteeism rate of 10 percent or higher and one or more schools in the District have a school chronic absenteeism rate of 15 percent or higher.

The membership of attendance review teams may consist of school administrators, guidance counselors, school social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants.

## **Students**

### **ATTENDANCE / EXCUSES / DISMISSAL**

#### ***Series C-19-COVID-19 Policies and Regulations***

**5113(d)/ C-19.8(d)**

#### **Chronic Absenteeism** (continued)

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each established attendance review team shall meet at least monthly.

The District shall utilize the chronic absenteeism prevention and intervention plan developed by the State Department of Education when it becomes available. (*SDE to develop by 1/1/16.*)

The District shall annually include in information for the strategic school profile report for each school and the District that is submitted to the Commissioner of Education, data pertaining to truancy and chronically absent children.

The Principal or his/her designee of any elementary or middle school located in a town/city designated as an alliance district may refer to the children's truancy clinic established by the Probate Court serving the town/city, a parent/guardian with a child defined as a truant or who is at risk of becoming a truant. (*An attendance officer or a police officer shall deliver the citation and summons and a copy of the referral to the parent/guardian.*)

#### **Release of Student During School Day/Dismissal**

The Board recognizes the need for students to be in school for the full instructional day. It is encouraged that early dismissal should be requested only in emergency or unusual situations.

Request for release of a student during the school day originating outside the schools must be handled by the administration to ensure maximum provisions for the safety and welfare of the student.

Students who become ill during the school day may be excused by the school nurse. School personnel will notify parent/guardian to arrange transportation.

No student may be permitted to leave school at any time other than at regular dismissal without the approval of the student's parent/guardian. If a court official with legal permission to take custody of a child, or if a police officer arrests a student, the parent/guardian should be notified of these situations by the administration.



## Students

### ATTENDANCE / EXCUSES / DISMISSAL (continued)

#### *Series C-19-COVID-19 Policies and Regulations*

5113(e)/ C-19.8(e)

### Truancy

The Board of Education must provide each child with a continuing education which will prepare the student to assume adult roles and responsibilities. Therefore, regular attendance and punctuality are expected from all children enrolled in our schools. By statute, responsibility for assuring that students attend school rests with the parent(s)/guardian(s) or other person having control of the child. Every effort must be made to keep absences and tardiness to a minimum. To assist parent(s)/guardian(s) and others in meeting this responsibility, the Board of Education has developed the following procedures regarding students ages five (5) to eighteen (18) inclusive.

1. Notify parents/guardians or other person having control of each child enrolled, ages five (5) to eighteen (18) inclusive, in writing, of the obligations of the parents/guardians pursuant to student attendance (C.G.S. 10-184).
2. Obtain from each parent/guardian or other persons having control of an enrolled child a telephone number or other means of contacting such parent/guardian or other person during the school day.
3. Establish a system for monitoring student's individual absences/tardies.
4. Notify, by telephone, email, or mail the parent(s)/guardian(s) or other such person(s) whenever a child fails to report to school on a regularly scheduled school day and no indication has been received by school personnel that the child's parent/guardian or other person is aware of the student's absence.
5. Identify a student as "truant" when the student has four (4) unexcused absences in any one month or ten (10) unexcused absences in any school year.
6. Hold a meeting with appropriate staff and the parent/guardian or other person having control of the child identified as a "truant" within ten (10) days of such designation to review the reasons for the truant behavior and to evaluate the situation.
7. Referral will be made to the PPT to determine whether or not an educational evaluation is appropriate, prior to filing a written complaint with the Superior Court.
8. File a written complaint by the Superintendent with the Superior Court alleging that the acts or omissions of any child identified as a "truant" are such that the student's family is a "family with service needs" if the parent or other person having control of the child identified as "truant" fails:
  - a. to attend the required meeting to evaluate why the child's truant or
  - b. to cooperate with the school in trying to solve the truancy problem.
9. Provide for the coordination of services and refer enrolled students who are truants to community agencies providing child and family services.

## Students

### ATTENDANCE / EXCUSES / DISMISSAL

#### *Series C-19-COVID-19 Policies and Regulations*

5113(f)/ C-19.8(f)

#### Truancy (continued)

A student who is identified as a “truant” may be subject to the following consequences:

- A. Promotion to the next grade may be contingent upon the student successfully completing a summer school program.
- B. The student may be retained in the same grade in order to acquire the skills necessary for promotion to the next grade level.

#### High School Attendance

The purpose of this policy is to encourage school and/or class attendance in order to have students maximize their educational opportunities. Regular, uninterrupted attendance at school and/or class is essential to successful learning.

Students enrolled in a Fairfield high school who exceed the permitted number of unexcused absences from school or class may lose credit for that class or classes, as specified in the Student/Parent Handbook of each high school.

#### Attendance Records

The professional staff of each school shall keep an attendance record of students in their charge.

#### Regularity of Attendance

Regular, uninterrupted attendance at school and/or class is essential to successful learning. In accordance with Connecticut General Statutes, the Board may appoint one (1) or more persons, who shall be authorized to prosecute for violations of the laws relating to attendance of children and their employment. All warrants issued upon such prosecutions shall be returnable before any court having jurisdiction.

#### *Evolving State Department of Education Guidance*

*The Board will ~~comply with~~ review any and all guidance issued by the State Department of Education regarding attendance requirements, including during periods of blended learning, and regarding attendance requirements of students who choose not to participate.*

Legal Reference: Connecticut General Statutes  
10-184 Duties of parents. (as amended by PA 98-243 and PA 00-157)  
10-185 Penalty  
10-198a Policies and procedures concerning truants (as amended by PA 00-157, PA 11-136 and PA 14-198)

10-199 through 10-202 Attendance, truancy in general. (Revised 1995 - PA 95-304)

10-220(c) Duties of boards of education (as amended by PA 15-225)

Legal Reference: Connecticut General Statutes (continued)

10-221(b) Board of education to prescribe rules.

*Campbell v. New Milford*, 193 Conn93 (1984).

*Action taken by State Board of Education on January 2, 2008, to define "attendance."*

*Action taken by the State Board of Education on June 27, 2012 to define "excused" and "unexcused" absences.*

***Connecticut State Department of Education, Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together (June 29, 2020), available at <https://portal.ct.gov/-/media/SDE/COVID-19/CTReopeningSchools.pdf>***

Adopted 8/27/2004

Revised and Adopted 6/11/2013

Revised and Adopted 10/18/2016

Revised and Adopted 10/10/2017

***Temporary Revision Adopted 8/25/20***

## Students

### ATTENDANCE / EXCUSES / DISMISSAL

#### *Series C-19-COVID-19 Policies and Regulations*

**5113(a)/ C-19.8(a)**

#### Attendance

*Temporary amendments related to the COVID-19 Pandemic have been made to this policy and to the accompanying regulations. All temporary revisions appear in highlighted bold italics or strikethrough text.*

Connecticut state law requires parents to cause their children, ages five through eighteen inclusive, to attend school regularly during the hours and terms the public school is in session. Parents or persons having control of a child five years of age have the option of not sending the child to school until ages six or seven. Mandatory attendance terminates upon graduation or withdrawal with written parent/guardian consent at age seventeen.

A student is considered to be “in attendance” if present at his/her assigned school, or an activity sponsored by the school (e.g., field trip), for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion should always be considered absent. A student not meeting the definition of “in attendance” shall be considered absent.

Classroom learning experiences are the basis for public school education. Time lost from class is lost instructional opportunity. The Board of Education requires that accurate records be kept of the attendance of each child, and students should not be absent from school without parental knowledge and consent.

#### Definitions (related to chronic absenteeism)

**Chronically absent child:** An enrolled student whose total number of absences at any time during a school year is equal to or greater than ten percent of the total number of days that such student has been enrolled at such school during such school year.

**Absence:** An excused absence, unexcused absence or disciplinary absence, as those terms are defined by the State Board of Education.

**District chronic absenteeism rate:** The total number of chronically absent children in the previous school year divided by the total number of children under the jurisdiction of the Board of Education for such school year.

**School chronic absenteeism rate:** The total number of chronically absent children for a school in the previous school year divided by the total number of children enrolled in such school for such school year.

## Students

### ATTENDANCE / EXCUSES / DISMISSAL (continued)

#### **Series C-19-COVID-19 Policies and Regulations**

**5113(b)/ C-19.8(b)**

#### Excused Absence

For absences one through nine, an absence shall be considered “excused” when a child does not attend school and appropriate documentation is provided by the student’s parent/guardian approving the absence, due to:

- A. Illness or injury;
- B. Death in the immediate family;
- C. Religious obligation;
- D. Court appearance;
- E. School sponsored activity;
- F. Lack of transportation that is normally provided by a district other than the one the student attends; (This reason does not require documentation.)
- G. An emergency; or
- H. Other exceptional circumstances and extraordinary educational opportunities preapproved by a District administrator and in accordance with SDE guidelines. Written excuse for such absences should be submitted to school officials by the child’s parent or guardian. All other absences with or without written explanation shall be considered unexcused.

For the tenth absence and all absences thereafter, a student’s absences from school are considered excused for the following reasons:

- A. Student illness (must be verified by a licensed medical professional to be deemed excused, regardless of the length of the absence; **such a verification must include a signed note from a medical professional, who has evaluated the student confirming the absence and giving an expected return date and including any specific COVID-19 symptom(s) exhibited by the student so that the District can monitor trends that would suggest the spread of COVID-19**);
- B. Student’s observance of a religious holiday;
- C. Death in the student’s family or other emergency beyond the control of the student’s family;
- D. Mandated court appearances (documentation required);
- E. The lack of transportation that is normally provided by a district other than the one the student attends (no parental documentation required);
- F. Extraordinary educational opportunities pre-approved by District Administration and to be in accordance with Connecticut State Department of Education guidance.

A student’s absence from school shall be considered unexcused unless:

- A. The absence meets the definition of an excused absence and meets the documentation requirements; or
- B. The absence meets the definition of a disciplinary absence, which is the result of school or District disciplinary action and are excluded from these State Board of Education approved definitions.



## Students

### ATTENDANCE / EXCUSES / DISMISSAL

#### *Series C-19-COVID-19 Policies and Regulations*

5113(c)/ C-19.8(c)

#### Excused Absence (continued)

When the school in which a child is enrolled receives no notification of the child's absence from a parent/guardian or other person having control of the child, a reasonable effort shall be made by school personnel to notify by telephone, email, or mail such parent/guardian or other person having control of the child. *For any absence due to student illness, the signed note must include any specific COVID-19 symptom(s) exhibited by the student so that the District can monitor trends that would suggest the spread of COVID-19.*

#### Unexcused Absence

Board policy with respect to unexcused absences stresses prevention and inquiry leading to remediation of absences. The schools will make all reasonable efforts to keep parents/guardians and students informed as to attendance problems and will make all reasonable efforts to help students improve their attendance when such improvement is warranted. Only when all local resources are exhausted is referral to legal authorities recommended.

A student's absence from school shall be considered "unexcused" unless the absence meets the definitions, listed above, for an "excused" absence, including the documentation requirements; or if the absence is the result of school or District disciplinary action.

#### Chronic Absenteeism

The Board of Education, in compliance with statute, requires the establishment of attendance review teams when chronic absenteeism rates in the District or at individual schools in the District meet the following circumstances:

1. A team for the District must be established when the District chronic absenteeism rate is 10 percent or higher.
2. A team for the school must be established when the school chronic absenteeism rate is 15 percent or higher.
3. A team for either the District or each school must be established when (a) more than one school in the District has a school chronic absenteeism rate of 15 percent or higher or (b) a District has a District chronic absenteeism rate of 10 percent or higher and one or more schools in the District have a school chronic absenteeism rate of 15 percent or higher.

The membership of attendance review teams may consist of school administrators, guidance counselors, school social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants.

## **Students**

### **ATTENDANCE / EXCUSES / DISMISSAL**

#### ***Series C-19-COVID-19 Policies and Regulations***

**5113(d)/ C-19.8(d)**

#### **Chronic Absenteeism** (continued)

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each established attendance review team shall meet at least monthly.

The District shall utilize the chronic absenteeism prevention and intervention plan developed by the State Department of Education when it becomes available. (*SDE to develop by 1/1/16.*)

The District shall annually include in information for the strategic school profile report for each school and the District that is submitted to the Commissioner of Education, data pertaining to truancy and chronically absent children.

The Principal or his/her designee of any elementary or middle school located in a town/city designated as an alliance district may refer to the children's truancy clinic established by the Probate Court serving the town/city, a parent/guardian with a child defined as a truant or who is at risk of becoming a truant. (*An attendance officer or a police officer shall deliver the citation and summons and a copy of the referral to the parent/guardian.*)

#### **Release of Student During School Day/Dismissal**

The Board recognizes the need for students to be in school for the full instructional day. It is encouraged that early dismissal should be requested only in emergency or unusual situations.

Request for release of a student during the school day originating outside the schools must be handled by the administration to ensure maximum provisions for the safety and welfare of the student.

Students who become ill during the school day may be excused by the school nurse. School personnel will notify parent/guardian to arrange transportation.

No student may be permitted to leave school at any time other than at regular dismissal without the approval of the student's parent/guardian. If a court official with legal permission to take custody of a child, or if a police officer arrests a student, the parent/guardian should be notified of these situations by the administration.

## Students

### ATTENDANCE / EXCUSES / DISMISSAL (continued)

#### **Series C-19-COVID-19 Policies and Regulations**

**5113(e)/ C-19.8(e)**

### Truancy

The Board of Education must provide each child with a continuing education which will prepare the student to assume adult roles and responsibilities. Therefore, regular attendance and punctuality are expected from all children enrolled in our schools. By statute, responsibility for assuring that students attend school rests with the parent(s)/guardian(s) or other person having control of the child. Every effort must be made to keep absences and tardiness to a minimum. To assist parent(s)/guardian(s) and others in meeting this responsibility, the Board of Education has developed the following procedures regarding students ages five (5) to eighteen (18) inclusive.

1. Notify parents/guardians or other person having control of each child enrolled, ages five (5) to eighteen (18) inclusive, in writing, of the obligations of the parents/guardians pursuant to student attendance (C.G.S. 10-184).
2. Obtain from each parent/guardian or other persons having control of an enrolled child a telephone number or other means of contacting such parent/guardian or other person during the school day.
3. Establish a system for monitoring student's individual absences/tardies.
4. Notify, by telephone, email, or mail the parent(s)/guardian(s) or other such person(s) whenever a child fails to report to school on a regularly scheduled school day and no indication has been received by school personnel that the child's parent/guardian or other person is aware of the student's absence.
5. Identify a student as "truant" when the student has four (4) unexcused absences in any one month or ten (10) unexcused absences in any school year.
6. Hold a meeting with appropriate staff and the parent/guardian or other person having control of the child identified as a "truant" within ten (10) days of such designation to review the reasons for the truant behavior and to evaluate the situation.
7. Referral will be made to the PPT to determine whether or not an educational evaluation is appropriate, prior to filing a written complaint with the Superior Court.
8. File a written complaint by the Superintendent with the Superior Court alleging that the acts or omissions of any child identified as a "truant" are such that the student's family is a "family with service needs" if the parent or other person having control of the child identified as "truant" fails:
  - a. to attend the required meeting to evaluate why the child's truant or
  - b. to cooperate with the school in trying to solve the truancy problem.
9. Provide for the coordination of services and refer enrolled students who are truants to community agencies providing child and family services.

## Students

### ATTENDANCE / EXCUSES / DISMISSAL

#### *Series C-19-COVID-19 Policies and Regulations*

**5113(f)/ C-19.8(f)**

#### Truancy (continued)

A student who is identified as a “truant” may be subject to the following consequences:

- A. Promotion to the next grade may be contingent upon the student successfully completing a summer school program.
- B. The student may be retained in the same grade in order to acquire the skills necessary for promotion to the next grade level.

#### High School Attendance

The purpose of this policy is to encourage school and/or class attendance in order to have students maximize their educational opportunities. Regular, uninterrupted attendance at school and/or class is essential to successful learning.

Students enrolled in a Fairfield high school who exceed the permitted number of unexcused absences from school or class may lose credit for that class or classes, as specified in the Student/Parent Handbook of each high school.

#### Attendance Records

The professional staff of each school shall keep an attendance record of students in their charge.

#### Regularity of Attendance

Regular, uninterrupted attendance at school and/or class is essential to successful learning. In accordance with Connecticut General Statutes, the Board may appoint one (1) or more persons, who shall be authorized to prosecute for violations of the laws relating to attendance of children and their employment. All warrants issued upon such prosecutions shall be returnable before any court having jurisdiction.

#### *Evolving State Department of Education Guidance*

*The Board will review any and all guidance issued by the State Department of Education regarding attendance requirements, including during periods of blended learning, and regarding attendance requirements of students who choose not to participate.*

Legal Reference: Connecticut General Statutes  
10-184 Duties of parents. (as amended by PA 98-243 and PA 00-157)  
10-185 Penalty  
10-198a Policies and procedures concerning truants (as amended by PA 00-157, PA 11-136 and PA 14-198)

10-199 through 10-202 Attendance, truancy in general. (Revised 1995 - PA 95-304)

10-220(c) Duties of boards of education (as amended by PA 15-225)

Legal Reference: Connecticut General Statutes (continued)

10-221(b) Board of education to prescribe rules.

*Campbell v. New Milford*, 193 Conn93 (1984).

*Action taken by State Board of Education on January 2, 2008, to define "attendance."*

*Action taken by the State Board of Education on June 27, 2012 to define "excused" and "unexcused" absences.*

***Connecticut State Department of Education, Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together (June 29, 2020), available at <https://portal.ct.gov/-/media/SDE/COVID-19/CTReopeningSchools.pdf>***

Adopted 8/27/2004

Revised and Adopted 6/11/2013

Revised and Adopted 10/18/2016

Revised and Adopted 10/10/2017

***Temporary Revision Adopted 8/25/20***



Fairfield Public Schools  
Board of Education  
Policy Guide

**Business and Non-Instructional Operations**  
***Series C-19-COVID-19 Policies and Regulations***

**TRANSPORTATION**

**3541(a)/C-19.9(a)**

***Temporary amendments to this policy related to the COVID-19 pPandemic have been made to this policy. All temporary revisions appear in highlighted bold italics or strikethrough text.***

Walking Distance is the linear measure of a prescribed or authorized pedestrian route between the pupil's residence and his school from a point at the curb or edge of a public road or highway nearest the pupil's residence to a designated point at each school site. The "designated point" is a point on the curb in the parking lot closest to the front door of the building except for Holland Hill and Tomlinson which will be a point on the curb on the road closest to the front door of the building. "One mile walking distance" means a reasonable measurement of a route to be traversed extending from the point of measurement at least 5,280 feet.

Bus Stop is a geographical location designated by the Board of Education or a designated administrator where pupils can safely wait for the purposes of boarding or disembarking a school bus. Permanent school bus stops will not be established for regular school transportation grades K-12, which cause school buses to enter cul-de-sacs, unless this provision results in students walking greater than the established distance for their grade level. ***Bus pick up/drop off times and routes may change during the school year in connection with the COVID-19 pPandemic and changing public health conditions. The Board District will notify all parents and guardians in advance of such changes.***

Raised walk area or sidewalk means a portion of the landscaped right of way at least three (3) feet wide, usually parallel to the traffic lanes which, may be paved or unpaved, distinguished by some elevation above the street pavement level and marked by curbing, drainage ditch, grass area, or fencing; apart from and independent of any white line safety markings along the street pavement.

Student is a child enrolled in the Fairfield Public Schools and/or a child for whom the Board of Education is required to provide bus transportation under either Connecticut General Statutes or the terms of this policy.

School bus transportation shall be provided for students living in excess of the following walking distances from their neighborhood schools:

- elementary     ¾ mile;
- middle         1 mile; and
- high            1 ½ mile.

**Business and Non-Instructional Operations**  
***Series C-19-COVID-19 Policies and Regulations***

**TRANSPORTATION** (continued)

**3541(b)/C-19.9(b)**

Students living within the above referenced walking distances shall be provided school bus transportation if required by the applicable provision of Administrative Regulations 3541AR.

Students living within the established walking distances may be provided transportation on a space available basis in accordance with Administrative Regulations 3541AR, “Courtesy Rides.”

The Fairfield Board of Education will not provide transportation for students attending elementary or secondary non-public schools in contiguous school districts except for students whose placement in said school is for special education purposes or other requirements of state law such as vocational schools.

***The Board will request that parents volunteer to transport eligible students, without reimbursement, in order to reduce the number of students transported on buses to protect the health and safety of students and staff.***

**Transportation Safety Advisors**

This working group serves in an advisory capacity to the Board and makes recommendations to the Board of Education relative to school transportation safety.

- Legal Reference:
- Connecticut General Statutes
  - 10-186 Duties of local and regional boards of education
  - 10-220 Duties of boards of education
  - 14-275 Equipment and color of school buses
  - 14-275a Use of standard school bus required, when
  - 14-275b Transportation of handicapped students
  - 14-275c Regulations re school buses and motor vehicles used to transport special education students
  - 14-276a(c) Town/school district may require its school bus operators to have completed a safety training course
  - 14-280 Letters and signals to be concealed when not used in transporting children. Signs on other vehicles

Adopted 8/27/2004

***Temporary Revision Adopted 8/25/2020***

**Business and Non-Instructional Operations**  
***Series C-19-COVID-19 Policies and Regulations***

**TRANSPORTATION**

**3541(a)/C-19.9(a)**

***Temporary amendments to this policy related to the COVID-19 Pandemic have been made to this policy. All temporary revisions appear in highlighted bold italics or strikethrough text.***

Walking Distance is the linear measure of a prescribed or authorized pedestrian route between the pupil's residence and his school from a point at the curb or edge of a public road or highway nearest the pupil's residence to a designated point at each school site. The "designated point" is a point on the curb in the parking lot closest to the front door of the building except for Holland Hill and Tomlinson which will be a point on the curb on the road closest to the front door of the building. "One mile walking distance" means a reasonable measurement of a route to be traversed extending from the point of measurement at least 5,280 feet.

Bus Stop is a geographical location designated by the Board of Education or a designated administrator where pupils can safely wait for the purposes of boarding or disembarking a school bus. Permanent school bus stops will not be established for regular school transportation grades K-12, which cause school buses to enter cul-de-sacs, unless this provision results in students walking greater than the established distance for their grade level. ***Bus pick up/drop off times and routes may change during the school year in connection with the COVID-19 Pandemic and changing public health conditions. The District will notify all parents and guardians in advance of such changes.***

Raised walk area or sidewalk means a portion of the landscaped right of way at least three (3) feet wide, usually parallel to the traffic lanes which, may be paved or unpaved, distinguished by some elevation above the street pavement level and marked by curbing, drainage ditch, grass area, or fencing; apart from and independent of any white line safety markings along the street pavement.

Student is a child enrolled in the Fairfield Public Schools and/or a child for whom the Board of Education is required to provide bus transportation under either Connecticut General Statutes or the terms of this policy.

School bus transportation shall be provided for students living in excess of the following walking distances from their neighborhood schools:

- elementary      $\frac{3}{4}$  mile;
- middle         1 mile; and
- high            1  $\frac{1}{2}$  mile.

**Business and Non-Instructional Operations**  
***Series C-19-COVID-19 Policies and Regulations***

**TRANSPORTATION** (continued)

**3541(b)/C-19.9(b)**

Students living within the above referenced walking distances shall be provided school bus transportation if required by the applicable provision of Administrative Regulations 3541AR.

Students living within the established walking distances may be provided transportation on a space available basis in accordance with Administrative Regulations 3541AR, “Courtesy Rides.”

The Fairfield Board of Education will not provide transportation for students attending elementary or secondary non-public schools in contiguous school districts except for students whose placement in said school is for special education purposes or other requirements of state law such as vocational schools.

***The Board will request that parents volunteer to transport eligible students, without reimbursement, in order to reduce the number of students transported on buses to protect the health and safety of students and staff.***

**Transportation Safety Advisors**

This working group serves in an advisory capacity to the Board and makes recommendations to the Board of Education relative to school transportation safety.

- Legal Reference:
- Connecticut General Statutes
  - 10-186 Duties of local and regional boards of education
  - 10-220 Duties of boards of education
  - 14-275 Equipment and color of school buses
  - 14-275a Use of standard school bus required, when
  - 14-275b Transportation of handicapped students
  - 14-275c Regulations re school buses and motor vehicles used to transport special education students
  - 14-276a(c) Town/school district may require its school bus operators to have completed a safety training course
  - 14-280 Letters and signals to be concealed when not used in transporting children. Signs on other vehicles

Adopted 8/27/2004

***Temporary Revision Adopted 8/25/2020***

**DRAFT Special Meeting Notes  
Fairfield BoE; June 23, 2020**

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

Chairman Christine Vitale called the Special meeting to order at 6:01PM. Present were members Bonnie Rotelli, Jennifer Jacobsen, Trisha Pytko, Jessica Gerber, Christine Vitale, Nick Aysseh, Jennifer Maxon-Kennelly, Jeff Peterson and Jennifer Leeper. Also present was Superintendent Mike Cummings, Executive Director of Facilities Angelus Papageorge and Executive Director Special Education and Special Programs Rob Mancusi.

**Discussion of Facilities and Superintendent Evaluation**

Mrs. Gerber moved/Ms. Jacobsen seconded the recommended motion "that the Board of Education enter into Executive Session per CGS 1-200(6)(A) to discuss Superintendent employment and performance and to discuss facilities and to invite Mr. Papageorge and Mr. Mancusi accordingly." Motion passed 9-0.

The Board came out of executive session at 7:37PM.

Mrs. Gerber moved/Mr. Aysseh seconded the recommended motion "that this Special Meeting of the BoE adjourn." Motion passed 9-0. The meeting adjourned at 7:42PM



DRAFT

**Regular Meeting Minutes (Virtual)  
Fairfield BoE, June 23, 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 7:43PM. Present were members Bonnie Rotelli, Jennifer Jacobsen, Trisha Pytko, Jessica Gerber, Christine Vitale, Nick Aysseh, Jennifer Maxon-Kennelly, Jeff Peterson and Jennifer Leeper. Others present were Superintendent Mike Cummings, members of the central office leadership team, FLHS Athletic Director Todd Parness and FWHS Athletic Director Seth Fry.

### **Old Business**

#### *Addition of Agenda Item*

Ms. Leeper moved/Mrs. Jacobsen seconded to add an item to the agenda: 2020-21 budget adjustments

Motion passed 9-0.

Mrs. Gerber moved/Mrs. Maxon-Kennelly seconded the recommended motion “that the Board of Education approve the Superintendent’s recommended adjustments to the 2020-21 Operating Budget.”

Motion passed 9-0.

#### *Adoption of Policies*

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion “that the Board of Education adopt the following Policies:

- Policy 4111.1 and 4211.1: Personnel, Certified/Non-Certified, Non-Discrimination/Affirmative Action: Equal Employment Opportunity;
- Policy 4118.14: Personnel, Certified/Non-Certified, Employees and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990; and
- Policy 4118.112 and 4218.112: Personnel, Certified/Non-Certified, Title IX/Sex Discrimination and Sexual Harassment in the Workplace.”

Motion passed 9-0.

#### *Deletion of Policy 4000.1*

Mrs. Maxon-Kennelly moved/Ms. Pytko seconded the recommended motion “that the Fairfield Board of Education delete Policy 4000.1: Personnel, Certified/Non-Certified, Title IX.”

Motion passed 9-0.

## **New Business**

### *Food Services Program and Financial Summary*

#### *Approval of Participation in the Healthy Food Certification Program*

Mr. Aysseh moved/Ms. Leeper seconded the recommended motion “that the Board of Education approve participation in the Healthy Food Certification Program for the school year 2020-21 as follows:

- **Healthy Food Option:** Pursuant to CGS Section 10-215f, the Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2020, through June 30, 2021. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups.
- **Food and Beverage Exemptions:** The Board of Education will allow the sale to students of food items that do not meet the Connecticut Standards, and the sale of beverages not listed in section 10-221q of the Connecticut General Statutes, provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store.”

Motion passed 9-0.

### *Financial Report and Approval of Budget Transfers for the 2019-2020 School Year*

Mrs. Gerber moved/Mr. Aysseh seconded the recommended motion “that the Board of Education approve the line item transfers for the 2019-2020 fiscal year as detailed in the Financial Statement per Enclosure No. 3, with the changes made as explained by Executive Director Finance and Business Services Doreen Munsell.”

Motion passed 9-0.

### *To Hear, Consider and Act upon a Letter to the Connecticut State Department of Education*

Mr. Aysseh moved/Ms. Leeper seconded the recommended motion “that the Board of Education approve the letter to send to the Connecticut State Department of Education, per Enclosure No. 4.”

Mrs. Maxon-Kennelly moved/Mr. Aysseh seconded to amend the motion and edit the letter in the following ways:

- a) Add a second sentence to Paragraph 2 which reads “For 2020-21 the state guidelines that are currently in place for summer school would entail the addition of 177 buses and \$20 million in additional funding.”
- b) Add BoE member names
- c) Cc the Governor and the Acting Commissioner of the State Department of Public Health, Deirdre Gifford

Motion passed 9-0.

The original motion, as amended, passed 9-0.

### *Superintendent's Contract*

Mrs. Gerber moved/Mrs. Jacobsen seconded the recommended motion "that the Board of Education approve an employment contract with the Superintendent of Schools Michael Cummings from July 1, 2020 to June 30, 2023."

Mrs. Gerber moved/Mr. Aysseh seconded to amend the motion by adding the following to the end of the motion: "and that the Fairfield Board of Education set the Superintendent's base salary for 2020-21 at a 2% increase over the 2019-20 base salary."

Motion passed 9-0.

The original motion, as amended, passed 9-0.

### **Approval of 6-9-2020 Special and Regular Meeting Minutes**

Mrs. Gerber moved/Mr. Peterson seconded the recommended motion "that the Board of Education approve the BoE Special and Regular Meeting Minutes dated 6-9-2020."

Motion passed 9-0.

### **Adjournment**

Mr. Peterson moved/Ms. Leeper seconded the recommended motion "that this Regular Meeting of the Board of Education adjourn."

Motion passed 9-0.

Meeting adjourned at 9:41PM.

## **Detailed Minutes**

### *Fall Athletic Update*

Mr. Cummings reported that CIAC guidelines were recently released and much is predicated on health numbers trending in the right direction. Athletic Directors Mr. Fry and Mr. Parness reported on the upcoming phases as defined by CIAC:

*Phase 1:* Current - virtual coaching

*Phase 2:* Begins July 6 – Outdoor facilities will open with district plans in place. Coaches may work outdoors with between 5-10 athletes at a time. The recommendation is 3 days/week, 1 hour at a time. Masks when possible, no sharing of equipment, keep attendance, and provide a self-inventory.

*Phase 3:* Begins August 3 - Increase in the number of participants and allow indoor activities, with remaining guidelines in place.

*Phase 4:* Begins August 31 – Back to normal with sanitizing guidelines in place.

Athletic Directors responded to Board questions:

- Is CIAC amending the rules for the legal start to the season? Coaches have always been allowed to work on conditioning; the difference now is that skillwork can also be worked on. Pre-season participation is entirely voluntary for athletes and coaches; most of the coaches are very interested in participating. Incoming freshmen are encouraged to register online to provide contact information.
- Captains' practices are not approved nor encouraged by CIAC or FPS.
- Physicals are still required on time; there is no change to that requirement.

- The volleyball team could do outdoor conditioning. Will mention the no-shared-contact rule at a league meeting as it pertains to the reduced risk when outdoors.
- Tryout schedules must be in accordance with Phase 3.
- There may be limitations with transportation once the season starts; junior varsity games may be more local and jamboree type events might be planned to limit travel. Each town has to approve its schedule, there is no overall league commitment.
- What if schools aren't back to normal and/or are more restrictive than CIAC on August 31? State guidelines allow for variability due to local differences. Mr. Cleary is working with Mr. Papageorge on the updated guidelines.
- The spring recruiting season for juniors was also a challenge for colleges, and is not unique to Fairfield.

## Old Business

### *Addition of Agenda Item*

Ms. Leeper moved, Mrs. Jacobsen seconded to add an item to the agenda: 2020-21 budget adjustments

### **Motion Passed: 9-0**

Mrs. Gerber moved, Mrs. Maxon-Kennelly seconded that the Board of Education approve the Superintendent's recommended adjustments to the 2020-21 Operating Budget.

### **Motion Passed: 9-0**

### *Adoption of Policies*

Mrs. Maxon-Kennelly moved, Mrs. Gerber seconded that the Board of Education adopt the following Policies:

- Policy 4111.1 and 4211.1: Personnel, Certified/Non-Certified, Non-Discrimination/Affirmative Action: Equal Employment Opportunity;
- Policy 4118.14: Personnel, Certified/Non-Certified, Employees and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990; and
- Policy 4118.112 and 4218.112: Personnel, Certified/Non-Certified, Title IX/Sex Discrimination and Sexual Harassment in the Workplace."

### **Motion Passed: 9-0**

### *Deletion of Policy 4000.1*

Mrs. Maxon-Kennelly moved, Ms. Pytko seconded that the Fairfield Board of Education delete Policy 4000.1: Personnel, Certified/Non-Certified, Title IX.

Mrs. Maxon-Kenelly noted that this policy is rendered redundant due to its incorporation in recently adopted policy.

### **Motion Passed: 9-0**

*First Reading of New Course and Text Proposal for AP Physics C: Mechanics and Electricity and Magnetism*

Mr. Cummings said the Board was previously provided with a link to the proposed online text. Program Director Ms. Justine LaSala said the course proposal is for the upcoming 20/21 academic year. Ms. LaSala responded to Board questions:

- Existing staff will teach the course. One section is initially anticipated, with growth expected over time. The course has an accompanying lab that will use existing materials. Placeholders are in the budget for teacher training and curriculum writing.
- The curriculum is provided by the College Board and will be used by FPS teachers when writing the FPS curriculum.
- This is a quick way to bolster the Physics offerings and the driver for the course was student request. Students will generally choose AP Physics C or AP Physics II and don't normally sign up for both. Numbers on students currently enrolled will be provided.
- The program of studies should have listed the course with a disclaimer 'pending BOE approval' but that was erroneously left off. Mrs. Vitale said the Board will vote on the course at its July Special Meeting.
- Summer work for the course is posted; students who have signed up will be notified that the course is not yet approved. If the course is not approved, the students would probably take AP Physics II.
- The number of CT districts offering the same course will be provided.
- AP teachers generally felt distance learning went very well and received mostly positive feedback. If distance learning continues into the fall, there will be concerns across the board.
- The pre-requisite for the course is AP Calculus AB or AP Calculus BC.

Mrs. Maxon-Kennelly said she felt a lot of information was missing and put the Board on notice that she will not support a new course without a curriculum document. Would like to know why this course was chosen over other possible advanced electives, such as how Multivariable Calculus is offered in Math. Mr. Cummings said one does not preclude the other. The Math Department will be bringing forward new AP courses as well.

Mr. Peterson said he felt blind-sided and asked that all new courses be listed under new course development in the budget book. Mr. Aysseh agreed and said this seems like new curriculum and a new initiative with accompanying budget implications; we need to make sure this is all accounted for. Mr. Cummings noted that it is in the budget; the detail in the budget book is not an exhaustive list; the new textbook is already included in the budget; instructional and curriculum accounts were protected and the amounts did not increase overall even though there was some redistribution. There was no intention to spring this on the Board last minute, it was overlooked and Mr. Cummings apologized for the timing.

Mrs. Vitale shared some of the frustration of fellow Board members and asked that students who have already signed up for the course be contacted and told to hold off on summer work until the course is approved. She invited Board members to forward additional questions to Mr. Cummings.

#### *Food Services Financial Summary*

Mrs. Munsell thanked Whitsons employees Mr. Rick Emery and Mrs. Maura O'Malley and recognized the many food services employees that prepared and distributed approximately 53,000 meals during the school shutdown. She also thanked the custodians who serviced and cleaned the school areas during food prep and distribution. The team work and dedication of the group allowed those most in need to be serviced on a regular basis.

Mrs. Munsell reported on the February 2020 and February 2019 meal comparisons and the financial summary. Despite suffering a loss, there will be no increase in meal prices next year. The guaranteed minimum profit of \$130K was not sustainable this year, even though the district was on track for that before COVID. The same provision will be in place next year, but there is much uncertainty if the situation continues.



DRAFT

Mrs. Jacobsen asked for continued updates on food service financials.

*Approval of Participation in the Healthy Food Certification Program*

Mr. Aysseh moved, Ms. Leeper seconded that the Board of Education approve participation in the Healthy Food Certification Program for the school year 2020-21 as follows:

- **Healthy Food Option:** Pursuant to CGS Section 10-215f, the Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2020, through June 30, 2021. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups.
- **Food and Beverage Exemptions:** The Board of Education will allow the sale to students of food items that do not meet the Connecticut Standards, and the sale of beverages not listed in section 10-221q of the Connecticut General Statutes, provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store.

**Motion Passed: 9-0**

*Financial Report and Approval of Budget Transfers*

Mrs. Munsell said the latest EOY balance projection is at \$3.6M. The account transfer information may change slightly into July as invoices are received and she noted a correction to column 3. The Pupil Services negative balance (\$92,534) was missed and will be added to the negative balance in Personnel Services, increasing the negative amount there to (\$402,274). After the transfers are done, residual balances in individual accounts will be transferred to a transfer out account before transfer to the non-lapsing account. Because FPS is currently over the \$3.3M allowable amount for the non-lapsing account, \$3.3M will be transferred in July and the remainder will require BOF approval. If the BOF does not approve, the remainder is returned to the Town.

Mr. Peterson asked if utility numbers are certain. Mrs. Munsell said utility numbers are final; utilities are billed through May with new year billing beginning in June. Mr. Papageorge said he was double checking with vendors on the accuracy of a few heating bills. Heat was turned on in a few buildings due to food service needs. A July meeting is planned with a company that can assist with tracking and predicting utility costs.

Mrs. Gerber moved, Mr. Aysseh seconded that the Board of Education approve the line item transfers for the 2019-2020 fiscal year as detailed in the Financial Statement per Enclosure No. 3, with the changes made as explained by Executive Director Finance and Business Services Doreen Munsell.

**Motion Passed: 9-0**

*School Guidelines Reopening Letter to CSDE*

Mr. Aysseh moved, Ms. Leeper seconded that the Board of Education approve the letter to send to the Connecticut State Department of Education, per Enclosure No. 4.

DRAFT

Mrs. Vitale said the previous meeting's Open Board Comment included advocating for the Board regarding school reopening. Even though feedback has been provided through CABE and other meetings, this letter is a different avenue to share information.

Ms. Leeper said her intent in the letter, written together with Mrs. Maxon-Kennelly, was to help inform decisions being made in Hartford. Mrs. Maxon-Kennelly said the letter provides an opportunity to speak on behalf of staff and others to give feedback and reflect concerns.

Mr. Aysseh expressed his support.

Mrs. Jacobsen said she was thrilled with the advocacy and suggested inserting estimated costs for transportation and other big items, as well as copying the Governor and the Interim Commissioner of Public Health. Mr. Cummings said under the current guidelines, the district would need 177 additional buses at \$20M.

The Board gave a general consensus and support to sign the letter from all 9 members.

Mrs. Maxon-Kennelly moved, Mr. Aysseh seconded to amend the motion and edit the letter in the following ways:

- a) Add a second sentence to Paragraph 2 which reads "For 2020-21 the state guidelines that are currently in place for summer school would entail the addition of 177 buses and \$20 million in additional funding."
- b) Add BoE member names
- c) Cc the Governor and the Acting Commissioner of the State Department of Public Health, Deirdre Gifford

**Motion Passed: 9-0**

**The original motion, as amended, passed: 9-0**

#### *Superintendent's Contract*

Mrs. Gerber moved, Mrs. Jacobsen seconded that the Board of Education approve an employment contract with the Superintendent of Schools Michael Cummings from July 1, 2020 to June 30, 2023.

Mrs. Gerber moved, Mr. Aysseh seconded to amend the motion by adding the following to the end of the motion: "and that the Fairfield Board of Education set the Superintendent's base salary for 2020-21 at a 2% increase over the 2019-20 base salary."

**Motion Passed: 9-0**

**The original motion, as amended, passed: 9-0**

Mrs. Vitale thanked the Superintendent for his thoughtful leadership and service to students, staff and community during the past year of crisis, and added that she is very much looking forward to continuing working together in person. She also thanked all the teachers for the tremendous amount of hard work that was accomplished.

#### **Approval of 6-9-2020 Special and Regular Meeting Minutes**

Mrs. Gerber moved, Mr. Peterson seconded that the Board of Education approve the BoE Special and Regular Meeting Minutes dated 6-9-2020.

**Motion Passed: 9-0**

## **Superintendent Report**

Mr. Cummings said that he feels very fortunate to work with such a talented staff in FPS, inclusive of everyone. The staff responded under difficult circumstances and he thanked the Executive Directors, Ms. Gottesman for her assistance as Deputy Superintendent and Mr. Arnone who will be retiring; their leadership and friendship will be missed. Dr. Parrish and Dr. Zavodjancik will be welcomed in the coming weeks.

The high school graduation ceremonies were very successful and would not have been possible without support from First Selectwoman Brenda Kupchick as well as the police and fire chiefs, town department heads and Parks/Rec. A special thanks to the headmasters and their teams for their exemplary leadership in putting the very special ceremonies together.

Additional state re-entry guidelines are expected on Thursday. There will be some differences within the state based on local and regional numbers. Parent and staff surveys will be sent out together with the new guidelines. The reopening subcommittees have been meeting and will move forward with the new guidance; some of the sub committees will have to be expanded. As that work moves forward, it will be communicated. All were wished a happy and safe summer.

Mrs. Vitale added that the date of the July BoE meeting has not yet been set.

## **Committee/Liaison Reports**

Mrs. Gerber reported for MHBC: The July 8 meeting will focus on the bids and updated construction schedule.

Mrs. Jacobsen reported for the General Assembly: Information on the upcoming special session of the general assembly will be forwarded.

Mr. Peterson reported for the HHBC: The gym floor is being replaced and is on schedule.

Mrs. Maxon-Kennelly reported for the Policy Committee: A policy on student insurance for Chromebooks will be on the July agenda as a first read. Requested the Finance Committee provide some input on the athletic budget presentation, as recently approved in Budget Policy 3100 and administrative regulations.

## **Open Board Comment**

Mrs. Rotelli thanked Board members for being so welcoming during her first year.

Mrs. Gerber said this year was the 9<sup>th</sup> graduation ceremony she has attended as a Board member. Attending as a parent this year, she thanked all for the great accomplishment and said she had heard nothing but great things from both Warde and Ludlowe parents.

Mrs. Jacobsen said she heard great feedback on both graduations and thanked all for their work.

Mrs. Vitale thanked everyone involved in the graduations and said people will be talking about this for decades to come. She also thanked Ms. Gottesman and Mr. Arnone and wished them well.

## **Adjournment**

Mr. Peterson moved, Ms. Leeper seconded that this Regular Meeting of the Board of Education adjourn.

*DRAFT*

**Motion Passed: 9-0**

Meeting adjourned at 9:41PM

*Respectfully Submitted by  
Jessica Gerber  
Fairfield Board of Education  
Secretary*

**DRAFT Executive Session Notes Fairfield BoE; July 7, 2020**

**Call to order and Roll Call**

Chairman Christine Vitale called the meeting to order at 7:02PM. Present were members Bonnie Rotelli, Trisha Pytko, Jennifer Jacobsen, Christine Vitale, Nick Aysseh, Jeff Peterson, Jennifer Leeper, and Jennifer Maxon- Kennelly. Jessica Gerber was not present. Others present were Superintendent Mike Cummings, Colleen Deasy, attorney Mr. Stephen Sedor, Board of Finance members Jim Brown, Jack Testani, Ed Bateson, Sheila Marmion, Mary LeClerc, Lori Charlton, Jim Walsh, Chris Dewitt and John Mitola.

**Convene to Executive Session**

Mr. Peterson moved/Mrs. Rotelli seconded the recommended motion, “that the Board of Education hereby moves into Executive Session to discuss records, reports and statements of strategy or negotiations with respect to collective bargaining and invite Superintendent Cummings, Attorney Sedor, Attorney Deasy, and members of the Boards of Selectmen and Finance in accordance with Connecticut General Statutes CGS 1-210 (b)(9).”

Motion passed 8-0. The Board went into Executive Session at 7:05PM.

The Board came out of Executive Session at 7:55PM.

**Adjournment**

Mr. Aysseh moved/Mrs. Rotelli seconded the recommended motion “that this Special Meeting of the Board of Education adjourn.” Motion passed 8-0. Meeting adjourned at 7:58PM.

DRAFT

**Special Meeting Minutes  
Fairfield BoE, July 14, 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 Special Meeting of the Board of Education and Roll Call

Chairman Christine Vitale called the Special meeting to order at 7:33PM. Present were members Bonnie Rotelli, Jennifer Jacobsen, Trisha Pytko, Jessica Gerber, Christine Vitale, Nick Aysseh, Jennifer Maxon-Kennelly, Jeff Peterson and Jennifer Leeper. Others present were Superintendent Mike Cummings, and members of the central office leadership team.

### Business Items

Mrs. Vitale asked the Board to postpone action on items C and D to August 4; the Board agreed.

### Approval of the FWMS Roof Replacement Project (state Project #051-0130) as Complete

Mrs. Gerber moved/Mr. Aysseh seconded the recommended motion “that the Board of Education accept the FWMS Roof Replacement Project (State Project #051-0130) as complete.”

Motion passed 9-0.

### Adoption of Policies 5143.2 and 5141.3

*Policy 5143.2: Students, Student One-to-One Device Insurance Program*

Mrs. Maxon-Kennelly moved/Mr. Aysseh seconded the recommended motion “that the Board of Education adopt Policy 5143.2: Students, Student One-to-One Device Insurance Program.”

Motion passed 9-0.

*Policy 5141.3: Students, Health Assessments and Immunizations*

Mrs. Maxon-Kennelly moved/Mr. Peterson seconded the recommended motion “that the Board of Education adopt Policy 5141.3: Students, Health Assessments and Immunizations.”

Mrs. Maxon-Kennelly moved/Mr. Aysseh seconded to amend the motion by removing the following phrase from the first sentence in the first paragraph following the bullet points in Section I – “and done on or after August 15, 2005”

Motion passed 9-0.

The original motion as amended passed 9-0.

### Adjournment

Mr. Aysseh moved/Mrs. Rotelli seconded the recommended motion “that this Special Meeting of the Board of Education adjourn.” Motion passed 9-0. Meeting adjourned at 9:59PM.



## Detailed Minutes

### Business Items

#### *2020-2021 Enrollment Update*

Mr. Cummings introduced and welcomed Dr. Parrish as the incoming Executive Director of Operations and Processes.

Dr. Parrish reported the 20/21 elementary enrollment as of July 6 is comparable to the projections. Several schools are being monitored closely for changes to section numbers and there is no anticipated increase to current FTE. Following its historical pattern of late summer registrants, McKinley KDG numbers are expected to rise. More information on the PK movement to KDG will be provided. Mr. Mancusi confirmed that Stratfield will have 4 PK classrooms.

Mrs. Vitale welcomed Dr. Parrish to Fairfield and opened the discussion up to Board questions.

Mr. Peterson asked if there was a sense of whether parents were delaying KDG this year, which may result in a big influx next year. Dr. Parrish said there is no indication that this is happening. Mrs. Jacobsen suggested reaching out to area PK5 programs to see if they are at capacity.

Ms. Leeper asked if there might be a way to use home sales or postal data to help predict new student registrations. Mrs. Rotelli said there has been an uptick in the number of health physicals for New Yorkers at the Health Department. Dr. Parrish said a large increase in registrations has not yet taken place, but it is important to monitor. Mrs. Deasy added that while the district doesn't have hard numbers, there is an understanding that enrollment may change drastically in August. Plans are in place for a possible ripple effect.

#### *Superintendent Update: Field Remediation*

Mr. Cummings welcomed and introduced incoming Executive Director of Instruction, Curriculum and Assessment, Dr. James Zavodjancik.

Mr. Papageorge reported that DEEP has requested a global remediation plan to cover all fields, which essentially puts a stop to previous school-level plans and work. Retesting will not be required. The district will not perform any work with students in the buildings, which means a delay in completing remediation prior to the start of school. The biggest concern is a possible delay to Mill Hill construction – the contaminated soil at that site must be relocated in order for construction to begin. The MHBC is aware of this new complication. The Warde location is complete, but McKinley, TMS and OHS remain on the list of sites with areas still needing remediation.

Board members requested a full update on the affected areas, remediation process and work at the next meeting, including DEEP's rationale for the change. Mrs. Vitale thanked Mr. Papageorge for his efforts during this long process. Mr. Cummings said he will update families and reference the additional information already posted on the website.

#### *Superintendent Update: School Re-opening*

Mr. Cummings reported that the state has asked districts to prepare for 3 scenarios: (1) full-time in-person school with masks and other preventive measures, (2) distance learning and (3) a hybrid of in-person and distance learning, such as alternate day attendance.

- The final decision on reopening will depend on the shifting situation and the Governor commented that a decision will be made in 4 weeks.
- The CT State Board of Education added 3 training days to the school calendar, requiring an update to the school calendar and Board approval. The state is pushing the expectation that all students will be back in school allowing for all the appropriate measures including masks, social distancing, handwashing and contact reduction through cohort groupings. Mr. Papageorge has been working on logistics with Assistant Director of Health Jill Mitchell and Lt. Eddie Weihe.
- Elementary-level planning includes facilitating student access to numerous teachers (Music, Art, STEAM, etc.). To maximize classroom space, all extras will be removed from the classroom including bookshelves, rugs, bean bags, etc. Tables will be removed and replaced with individual desks. Students will no longer share materials.
- The state has identified 3 capacity tiers for busing based on risk level. The year is expected to begin with buses at near-capacity levels, due to the current low-risk numbers. That can change if the risk level changes.
- Middle school and high school cohorts are more problematic than elementary. Differentiated instruction and a wide range of options in multiple subjects makes it very difficult to minimize interaction. In addition, the music program is very large and careful planning is required to ensure social distancing.

Mrs. Vitale added that the trigger number that would force a change in plans is not yet known. The state requires a draft plan by July 24, but revisions may be needed as health numbers come in.

Mrs. Maxon-Kennelly:

- For the hybrid model – have alternate school hours been discussed, such as extending the day? Mr. Cummings said contractual issues must be considered and we have to work within parameters of what is considered a normal school day. In addition, traffic may be greatly impacted if parents choose to drive students, particularly in the TMS/RLMS and Jennings/FWMS areas.
- Will additional cleaning fees be charged to non-school groups that rent space? Mr. Cummings said there is no real answer on this yet. The frequency and intensity of cleaning required will most likely prohibit evening activities such as rec basketball.

Ms. Leeper:

- Has any consideration been given to alternating weeks rather than days? Mr. Cummings said many scenarios are being reviewed, including ones from other districts. The priority is to get the brick and mortar plan completed first. Planning for the hybrid model will be done next week. The reopening plan will be sent to the State in draft form and revisions will continue through August. There simply is no time to vet the draft with everyone before it goes to the State.
- What about the cohort of students with allergies? Mr. Cummings said this is an example of a question that generates more questions, and the solution is still being explored – we have to review the food allergy policy.
- It is important to note that despite the complexity of planning for a return to school, there is a great benefit in getting us all together.
- Will there be mental health checks, particularly in the beginning? Mr. Mancusi said yes; the district is looking at a universal screener.

Ms. Pytko:

- Many parents are on the fence regarding distance learning. Will there be a cutoff date for this decision? Mr. Cummings said yes, a survey will be timed with the release of the plan. Parents will be asked to log into IC and commit to a choice, allowing FPS to begin finalizing teacher assignments. Should parents change their minds, the hope is to have a window of time that allows a transition period that ensures adequate provisions in either direction – to return to in-person school or begin distance learning. For example, if a student returns to in-

person learning, space accommodations will have to be made in the classroom to ensure proper distancing for an additional desk.

- What will the protocol be for a student to return to school after experiencing symptoms? Mr. Cummings said students will need a clean bill of health to return to school.

Mrs. Jacobsen:

- Is more guidance from the State expected? Yes.
- What will be done about the inter-district transportation for magnet schools? This has not yet been addressed.
- It will be important to navigate accountability and funding for the October 1 enrollment count.

Mr. Peterson

- Will any repair work related to ventilation be expedited? Mr. Papageorge said VanZelm engineers will evaluate all the schools in the district. Fans cannot be used to recirculate air to the hallway; many of the fans used last year will have to be removed. Mr. Cummings added that masks must be worn in all schools including those without A/C; the Commissioner of Public Health has not offered any flexibility on this issue. Outdoor mask breaks will be scheduled.
- Are there any plans to have a full-time COVID coordinator position? Mr. Papageorge is currently fulfilling this role.

Mr. Cummings said teachers and administrators have been meeting to address instructional models and revisions are continuing. Teams are meeting in curricular areas on ways to approach learning.

- Data on spring learning deficits is not yet available. The district will be more reliant on pre-assessments to determine plans and pacing.
- Mr. Mancusi said discussions are under way on appropriate timing to implement recovery OT/PT services, with extended day as an option. A required part of the plan is also the social/emotional aspect.
- The form of instruction, whether asynchronous or synchronous, will follow the instructional plan.
- The middle school block schedule has been discussed as a way to reduce transitions and open up possibilities for a more fluid functional environment.

### *Superintendent Update: Survey Results*

Mr. Cummings gave a broad overview of the survey results, which did not include a hybrid option.

Regardless of preexisting conditions, the percentage of family respondents who would choose to continue distance learning until a vaccine is developed is 18% yes; 36% maybe and 46% no. Parents' choice to return students to school would be mostly based on low COVID infection rates, followed immediately by school district precautions. There was some variability by school which may be due to positive experiences with distance learning. In addition, there was variability surrounding the number of children in a family, and may be due to childcare concerns. Many parents responded that they could drive their students to school, especially in the morning.

Certified and non-certified staff responded similarly to choose continued distance learning/teaching until a vaccine is developed, regardless of preexisting condition: *certified staff responded* [28.2% yes, 39.2% maybe, 32.6 no]; *non-certified staff responded* [19.7% yes, 41.9% maybe, 38.5% no].

Staff and student responses received after July 5 showed a drop in the choice to return to school. Next steps include determining the number of students that will be physically present in schools vs. distance learning; finalizing instructional and curriculum adjustments; finalizing the state plan; communicating and informing the community and preparing for changes.

Mrs. Gerber asked about the decision timeline for in-school vs. distance learning. Mr. Cummings said parents will be asked to commit to in-school learning or distance learning by early August. Next-level planning includes working with health officials to develop a process that allows sufficient time for transition arrangements if parents change their minds. Mrs. Jacobsen said the district needs to be candid about scheduling changes. Decisions will have consequences; students may not get in to the classes of their choice under the stress of last minute changes.

Mrs. Maxon-Kennelly:

- Appreciates the idea of flexibility, but felt strict parameters should be in place to avoid a state of constant transition, given that parents might continually change their minds. Mr. Cummings said there would be an organized window of time to accommodate transitioning students and said he did not want to imply that it would be a revolving door.
- Expressed concern over staffing availability and asked about the possibility that staff could end up teaching a subject that was not their forte. Mrs. Deasy explained the varying accommodations available to staff, including FMLA.
- Will any of the plans have budget implications? Mr. Cummings said yes; the budget effects are unknown as of yet.

Mrs. Jacobsen:

- Will parents have to commit to bus transportation or driving? Mr. Cummings said yes, route modifications will be adjusted for students transitioning in or out of in-school learning.
- Will the draft plan be reviewed by the Board before submittal to the state? Mrs. Vitale said no, the Board will review the plan at its August 4 meeting. Mr. Cummings added that the plan is being submitted as a draft and the Board will have time to comment prior to the start of the school year.

Mrs. Gerber mentioned that the student calendar will also be addressed at the August 4 meeting. The state is allowing for 3 additional PD days at the start of the school year, while reducing the number of required instructional days by 3. Mr. Cummings said he would like to use one of those PD days as a dry run for the buses, maybe even bringing students in to experience the pacing of the day. Mrs. Vitale added that there is a good chance the date of the first day of school will change.

#### *Approval of New Course and Text for AP Physics C*

Mrs. Vitale apologized for the late presentation of the AP Physics Course and noted the Board will need more information before approving the course and text.

Mrs. Vitale asked the Board to postpone action on items C and D to August 4; the Board agreed.

#### *Approval of the FWMS Roof Replacement Project (state Project #051-0130) as Complete*

Mrs. Gerber moved, Mr. Aysseh seconded that the Board of Education accept the FWMS Roof Replacement Project (State Project #051-0130) as complete.

Mr. Papageorge said the project is overdue for approval. Mr. Morabito added that the project is state reimbursable.

**Motion Passed: 9-0**

DRAFT

*Adoption of Policies 5143.2 and 5141.3*

*Policy 5143.2: Students, Student One-to-One Device Insurance Program*

Mrs. Maxon-Kennelly moved, Mr. Aysseh seconded that the Board of Education adopt Policy 5143.2: Students, Student One-to-One Device Insurance Program.

Mrs. Maxon-Kenelly said the district cost for Chromebook coverage last year was between \$8K-\$10K.

Mr. Cummings said the insurance is specific to Chromebooks and is \$30 per device. Financial assistance is determined through free/reduced lunch program participation.

**Motion Passed: 9-0**

*Policy 5141.3: Students, Health Assessments and Immunizations*

Mrs. Maxon-Kennelly moved, Mr. Peterson seconded that the Board of Education adopt Policy 5141.3: Students, Health Assessments and Immunizations.

Mrs. Maxon-Kennelly said the policy changes were requested by the health department. The extension of the required date for physicals is separate from the vaccination requirements. Fairfield Board of Health provides vaccinations with just a \$10 administrative fee. Mrs. Rotelli added that appointments are required.

Mrs. Maxon-Kennelly moved, Mr. Aysseh seconded to amend the motion by removing the following phrase from the first sentence in the first paragraph following the bullet points in Section I – “and done on or after August 15, 2005”

**Motion Passed: 9-0**

**The original motion as amended Passed: 9-0**

Mrs. Vitale thanked all for attending the summer meeting and hopes staff is finding time to enjoy their families.

**Adjournment**

Mr. Aysseh moved, Mrs. Rotelli seconded that this Special Meeting of the Board of Education adjourn.

**Motion Passed: 9-0**

*Meeting adjourned at 9:59PM.*

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

**Special Meeting Notes  
Fairfield BoE; July 14, 2020**

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

Chairman Christine Vitale called the Special meeting to order at 6:33PM. Present were members Bonnie Rotelli, Jennifer Jacobsen, Trisha Pytko, Jessica Gerber, Christine Vitale, Nick Aysseh, Jennifer Maxon-Kennelly, Jeff Peterson and Jennifer Leeper. Also present was Superintendent Mike Cummings, Executive Director of Facilities Angelus Papageorge, Executive Director of Personnel and Legal Services Colleen Deasy and Executive Director Special Education and Special Programs Rob Mancusi.

**Discussion of Collective Bargaining and Facilities**

Mrs. Gerber moved/Ms. Jacobsen seconded the recommended motion "that the Board of Education hereby moves into Executive Session to discuss records, reports and statements of strategy or negotiations with respect to collective bargaining; and to discuss facilities and invite Superintendent Cummings, Attorney Deasy, Mr. Papageorge and Mr. Mancusi in accordance with Statutes CGS 1-200(b)(9) and CGS 1-210(b)(7))." Motion passed 9-0.

The Board came out of executive session at 7:28PM.

Ms. Leeper moved/Mrs. Gerber seconded the recommended motion "that this Special Meeting of the BoE adjourn." Motion passed 9-0. The meeting adjourned at 7:33PM



**Special Meeting Minutes  
Fairfield BoE, August 11, 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 Special Meeting of the Board of Education and Roll Call

Chairman Christine Vitale called the Regular meeting to order at 7:40PM. Present were members Bonnie Rotelli, Jennifer Jacobsen, Trisha Pytko, Jessica Gerber, Christine Vitale, Nick Aysseh, Jennifer Maxon-Kennelly, Jeff Peterson and Jennifer Leeper. Others present were Superintendent Mike Cummings, members of the central office leadership team, Dr. Henry Yoon (Fairfield Board of Health), and Sands Cleary and Jill Mitchell from the Fairfield Health Department.

Mrs. Maxon-Kennelly moved, Mr. Peterson seconded to extend the meeting to midnight.

**Motion Passed: 9-0** (10:43pm)

Mr. Peterson moved, Mrs. Rotelli seconded to extend the meeting beyond midnight.

**Motion Passed: 9-0** (11:45 pm)

Mr. Aysseh moved, Mrs. Rotelli seconded that the Board of Education adopt the revised 2020-2021 student calendar as enclosed.

**Motion Passed: 9-0**

Mr. Aysseh moved, Mrs. Jacobsen seconded to adjourn the meeting.

**Motion Passed: 9-0**

*Meeting adjourned 12:26am*

## Detailed Minutes

### First Reading of the School Lighting Projects

Mr. Papageorge presented the proposed lighting projects at Jennings, Roger Ludlowe and Stratfield schools.

### 2020-2021 Enrollment Update: Actual vs. Projections

Dr. Parrish reported on the 2020-2021 enrollments. Mrs. Jacobsen noted that class sizes could change following the survey results. Ms. Pytko requested an update at the next Board meeting on August 25.

### Superintendent Update: School Reopening

Mr. Cummings reported that he has been receiving multiple emails from the Commissioner, almost on a daily basis and many late in the day, with updated guidance. Mr. Cummings apologized for the rapid change in plans as the district responds to the state. The decision to recommend the hybrid model is based solely on administrative staff concerns for the well-being of staff and students. The hybrid model fulfills the commitments of social distancing and cohorting, balancing health with educational needs. The district is working on getting additional childcare programs and options in place and remains committed to returning to full-time instruction. The parent survey is underway which will determine the space needed for the students that will be in school. Schools will be sending out specific reopening information. The August 12 parent webinar will address additional questions.

Mrs. Vitale shared her frustration on the state's rapidly changing guidance, saying the health guidance was received only very recently.

Health Director Sands Cleary, Assistant Health Director Jill Mitchell and Board of Health Chair Dr. Henry Yoon spoke to the health aspects of the hybrid plan. Boards of Health across CT communicate regularly with the CSDE and do not operate in a silo. Addendum 4 of the state plan represents a clear approach on decision making for remote vs. in-person learning. The hybrid model enables assessment of mask use/compliance and social distancing, while keeping an eye on what happens in the school community.

**The health team responded to Board questions:**

*Ms. Leeper thanked staff for the countless hours spent on the plan, given shifting expectations from the state. If the numbers are low-risk by September 25, will full-day schooling be considered and what criteria needs to be met?*

The 3 broad categories outlined in Addendum 4 must all be considered – the lead indicator, secondary indicators and additional considerations. Stable numbers and compliance with things such as mask use will be important metrics, but the CSDE doesn't provide concrete metrics due to the differences among districts.

*Mrs. Rotelli said there is an overwhelming level of frustration. Many parents already understand the 6-foot social distancing won't be maintained in school but are comfortable knowing that students will be wearing masks. If the numbers are low, why can't full-time school happen right now? How will we ever justify getting kids back in school full-time?*

The state may consider changing the 6-foot social distancing guidance after schools reopen provided the numbers remain low, but right now that is the greatest impediment to opening schools full-time. The American Academy of Pediatrics recommends a holistic approach to school reopening by looking at all 3 indicator levels.

*Ms. Pytko asked the team about misconceptions on the virus - why the need to social distance so much?*

The best defense against the virus is a layered approach, given that there are asymptomatic transmitters. Cleaning, hand-washing, cohorting, and social distancing are all effective. The unknown is the return to school and the potential for a 2<sup>nd</sup> wave. There are no 100% guarantees in medicine.

*Mr. Peterson and Mr. Asyseh asked about the threshold that would force a school shutdown.*

Addendum 4 is very clear; the leading indicator, secondary indicators and other metrics will all be considered. It is important to remember that the COVID numbers extend beyond Fairfield. The state's data will be at the county level, and while the state has said decisions can be made locally, the potential exists for the state to force a decision.

*Mr. Peterson:*

- *Could there be a cluster scenario where only one school might be closed? And alternatively, could Fairfield move back to full-day if other parts of Fairfield County are not doing as well?* Additional state guidance has been requested on the metrics to close down a class, grade or a school.
- *Regarding Addendum 5, is the Town making an effort to test for COVID?* A list of testing sites is provided on the Town's website. Notations will be made for sites that offer testing for children under the age of 18.

*Mrs. Jacobsen:*

*What about other districts that have full reopening?* The Board of Health will research and follow up.

*What about the positive summer childcare experiences where children didn't wear masks and social distancing was not required?* The Board of Health will research and follow up.

*When will the Health Department be comfortable with a return to full in-person school, is it a vaccine issue?*

Success with compliance and no reports of outbreaks will be determining factors. Soft variables such as mask use and hand washing will also help with decisions, as will data compiled by the nursing offices. The Health Dept. also has access to reports on state COVID test results as well as contact tracing.

*Ms. Leeper expressed concern that lunch may be a deal breaker in returning kids to school full-time.*

Mr. Cummings said more will be known about available space after the survey is complete.

*Mrs. Rotelli asked about the possibility of using plexiglass for distancing during lunch.*

Mr. Papageorge said he is working with the fire marshal on the use of plexiglass.

*Mrs. Maxon Kennelly had several questions that were addressed by the health team:*

- A majority of students are now on track and up to date with required vaccinations.
- There is no recommendation to test staff and students for COVID-19. The availability of tests and testing supplies is limited.
- The state does not give definitive guidance on who makes the decision to close a school, grade, etc. and additional guidance has been requested.
- There aren't clear metrics to assess a return to full in-person learning. It will depend on metrics that include the COVID numbers and effectiveness of social distancing.

*Mr. Aysseh and other Board members had multiple questions on masks. The health team responded:*

An addendum on mask use is expected soon. Face shields are recommended for the rare medical exemptions and in cases where students can't tolerate masks. The best mask for children is one that is comfortable and 2-ply. Fleece gaiters are not recommended. Mrs. Vitale added that administrative regulations will address mask use. Mr. Mancusi reported that students in ESY did very well with masks, given proper coaching. He also noted that PK students are not required to wear masks but are encouraged to do so.

*Mrs. Rotelli asked about the 6-week summer ESY program and how it went. Mrs. Mitchell said it was a small sample of students and temperatures were taken every day. Mr. Mancusi said it was very successful.*

*Mrs. Gerber said there is an overwhelming amount of guidance coming from the state and asked if it could be summarized in a 'cheat sheet' for parents. Mr. Cleary said his office would try to do that and Mrs. Mitchell added that nurses will also be providing training.*

Mr. Papageorge said state guidance is expected early next week on air quality including the use of fans. Keeping doors open to the outside presents a security issue.

*Mrs. Vitale said an updated list of associated costs will be provided once the plan is finalized. She thanked the Health Department for attending the meeting and providing much needed information. Mr. Cummings added that the support from the Health Department has been invaluable.*

### Discussion of Hybrid Learning Plans

Mr. Cummings said the initial work on the hybrid and remote plans began in March over the course of the distance learning period. An overriding concern was the inconsistency that many experienced during the spring remote learning. The May survey provided key information which was shared with teachers and administrators. The key areas of the

hybrid learning plans are building consistency with communications, learning interfaces, assignments, pacing and implementing assessments.

**Mr. Cummings, Dr. Parrish and Dr. Zavodjancik responded to Board questions:**

The hybrid model will have 50% synchronous instruction. Moving to livestreaming would be a large-scale operation, teachers would have 2 different audiences, and technology issues could prove distracting.

Middle and high school students will learn independently on remote learning days; there won't be a set schedule. Mrs. Rotelli, Ms. Leeper and Mrs. Maxon-Kennelly expressed concern for secondary students during remote learning days. Mr. Peterson asked if the 2 days of remote learning was a disservice to hybrid learners as those days are seemingly no different than completing homework assignments. Mrs. Rotelli agreed and felt students need a schedule and structure; she would like to see daily interaction with students if the hybrid model continues beyond 4 weeks. Headmasters Greg Hatzis and Paul Cavanna said students could work collaboratively on remote days and suggested that students follow their schedule. It may be that more student supports (e.g. a call-in number) are needed and the district is open to providing supports when students are home. Mrs. Vitale suggested using existing staff differently to allow for student check-ins.

Attendance will be tracked for both hybrid and remote students. Hybrid students will be able to opt out of first and last period study halls, with parent approval.

It may be possible to take a regional approach for a unique or highly specialized course.

The optional remote learning program will operate like a mini school and is expected to have at least one class per grade level.

Once the survey is complete, it will take approximately 1 week to create cohorts (randomly assigned by household). That information will be passed to the schools to create student schedules. The goal is to complete the process before the end of August. It may not be possible to respond to parent requests for specific cohort requests due to the scheduling complexity.

Students will have a chance to bond and communicate with each other on remote learning days.

Parents that opt-out of transportation will have the opportunity to opt back in by giving a 10-day lead time. Mrs. Maxon-Kennelly noted that the Policy Committee will address courtesy riders at an upcoming meeting, with the idea to cancel that option for this year.

A sample elementary hybrid schedule will be posted. Parents will not be able to request am or pm cohorts due the scheduling complexity. The elementary hybrid plan includes synchronous remote learning.

Mr. Mancusi said he is working on providing increased learning time for vulnerable populations as defined in Addendum 3, and hopes to have those plans finalized next week sometime; one of the issues is available space. At this time, no waivers have been granted for IDEA.

Many parents have requested help with childcare. Dr. Parrish said she is working on partnering with Wakeman, but nothing has been finalized. Mrs. Maxon-Kennelly was happy to hear that and Ms. Leeper said she hopes to make options available for people disproportionately affected by the pandemic such as single parents and essential workers.

Mrs. Maxon-Kennelly moved, Mr. Peterson seconded to extend the meeting to midnight.

**Motion Passed: 9-0 (10:43pm)**

The condition under which magnet schools will be operating is not yet known.

Students that move into quarantine will be supported as class members and will return to class when they have fully recovered.

The first week of school will focus on social/emotional learning and a cogent plan is being created. Ms. Banick said middle schoolers may have a difficult time learning at home without an adult present and she is working to ensure these students are not left behind. Mr. Mancusi said he is working on a re-engagement plan that includes a trauma-based universal screener and he will share that when it is complete. The district is very fortunate to have Dana Bossio to support students and staff throughout the year.

The elementary learning model will allow for a grab-n-go lunch for the am cohort and the pm cohort will also be able to grab lunch at arrival. There is a delay in the availability of new Chromebooks, but inventory is being thoroughly reviewed. Language Arts specialists and other instructional aides will continue servicing students during the intervention block. Elementary schools will be thoroughly cleaned in between cohorts.

The two elementary schools without water filling stations will have them installed prior to the start of school.

High school athletics and practices have not been finalized and more guidance is expected. Mr. Hatzis said students tend to carpool to and from practices.

The high school hybrid learning model was chosen for its flexibility and it also supports bringing students together on Wednesdays with whole class instruction. Many different hybrid models were researched.

The importance of mask wearing will be emphasized and additional guidance is expected. Mrs. Maxon-Kennelly said she was particularly concerned with deliberate non-compliance and wanted to ensure a paper trail was kept in the event of a positive case. Mrs. Vitale underscored the importance of not blaming anyone in particular for positive cases.

All BOE questions submitted prior to the meeting will be posted on the website.

Materials are not to be shared; students will keep their own supplies.

Mr. Peterson moved, Mrs. Rotelli seconded to extend the meeting beyond midnight.

**Motion Passed: 9-0** (11:45pm)

Textbook disbursement will depend on the course and may work similar to the manner in which they were returned in the spring. Many textbooks are online.

Orientation for 6<sup>th</sup> and 9<sup>th</sup> graders will still take place; the dates are being finalized. KDG students will also have a chance to meet with teachers before the school year begins.

Health training will be provided to the teachers by Jill Mitchell and nursing staff prior to the start of school.

Additional guidance regarding the music curriculum is expected and interviews are underway for the Music Coordinator position. Mr. Peterson said he was concerned about the logistics given the 12-foot distance requirement.

Online high school guidance events, such as transition planning are ready to go; 1 on 1 meetings with guidance counselors will still take place. Mr. Hatzis noted that counselors, deans and housemasters were very involved in the spring with seeking out disengaged students, and they will continue that work throughout the year.

The Board requested updated budget numbers related to the impact of COVID, including transportation and tent rentals. The state also continues to request updated fiscal information.

*Draft*

Mrs. Vitale acknowledged the recent tragedy and loss experienced by the FLHS community and offered condolences on the Board's behalf.

*Adoption of Revised 20/21 Student Calendar*

Mr. Aysseh moved, Mrs. Rotelli seconded that the Board of Education adopt the revised 2020-2021 student calendar as enclosed.

Mr. Cummings reported that CSDE added 3 PD days before the start of school and noted that the calendar is compliant with the required number of instructional days. One of the early PD days will be a test run for students to experience the classroom setting within their cohorts, learn handwashing techniques, and meet teachers. Students will begin school after Labor Day on September 8 and end the year on June 16.

**Motion Passed: 9-0**

Mrs. Vitale reminded listeners of the parent webinar scheduled for August 12<sup>th</sup>. Mrs. Maxon-Kennelly requested a sample hybrid elementary schedule be posted to the website.

Mr. Aysseh moved, Mrs. Jacobsen seconded to adjourn the meeting.

**Motion Passed: 9-0**

*Meeting adjourned 12:26am*

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

*Enclosure: Public Comment*



Public Comment 8-11-2020		
First	Last	Comment
Kristen	Balavender	The 6 foot rule and masks are not going anywhere this year - how will we get back in the classroom full-time?
Kristina	Barnaby	How will students in mixed-grade academics be placed in a cohort?
Samantha	Bernstein	Please return the option for a 5-day in-person learning model.
Robyn	Bilotta	Hybrid approach seems chaotic and is bad for mental health.
Lindsey	Bloomenthal	Why not full-time for elementary? Kids need to be in school full-time to learn academically and socially/emotionally
Janicke	Bock	Please address safety protocols in the main offices with regards to student/parent traffic.
Cory	Bodiker	Young children need to be taught in school for socialization, normalcy and emotional well-being.
Tina	Brown	How is it safe for teachers to interact with 30-40 students every day, while not safe for BoE to meet in person? Supports live-streaming via laptop.
Michael	Bruneau	Kids deserve better and need to be in school full time.
Liz	Buckly	Students need 5 day school week.
Carol	Carbin	Asked about elementary cleaning protocol between cohorts, plexiglass and air quality testing.
Jennifer	Cherry	Schools should be open 100%
Meghan	Chiota	Please reconsider a 5-day full opening, or 2 full-day Hybrid for elementary. Half days for elementary is too fractured for children.
Cameron	Choniski	Children must attend school in-person to meet educational needs.
Kristy	Cioffi	Will there be flexibility on assignment due dates/times?
Katie	Cook	What teacher training will be done and why can't teachers live-stream lessons?
Judith	Costa	Questioning criteria for hybrid given low rate of COVID infection.
Susan	Coyne	What about classes outdoors and why not in-person school on Wednesdays?
Wanda	Cruz	Questions on Cohorts and plan review.
Dom	Dafonte	Requested more information on elementary distance learning. Leaning in that direction.
Lisa	Davy	Public health should be the priority.
Gina	Dignon	Supports Hybrid model that allows a slow and safe reopening.
Kevin	Doyle	Prefers full-time in school option.
David	Feldman	Why is live-streaming not an option in Fairfield?
Sloane	Feldman	If a student is quarantined - what about the sibling?
Jamie	Fisco	Concerned about impact on working parents.
Kim	Flynn	Why not full-time in person school? Infection rates are low, we are not Florida or California.
Alsion	Foito	Prefers elementary hybrid option with 2 full days.
Amber	French	Supports full-time in-person school. Case rate should be the one determining factor.
Tom	French	Make the decision that is best for the kids. Numbers are low and kids should be in school.
Erin	Harrison	Please consider a 5-day in-person learning option for all families.
Sara	Heneghan	Asked about childcare options.
Beth	Hensel	Please reinstate 5-day school week.
Margaret	Horton	Concerned with impact of elementary hybrid option on working families.
Kristen	Iannone	Please consider a return to 5-day in-person school.
Sarah	Karlson	Will hybrid model ensure 6 foot distancing? Will there be plexiglass barriers?
Margaret	Kelleher	What criteria will be used to go full time?
Crissy	Kelly	Is the teacher's union impeding a return to 5-day/week in-person learning?
Diane	Kelly	2 day in person and 3 day remote plan is best for elementary teachers and staff.
Abigali	Kies	Will remote learners be integrated with their school? Best to stay connected with their school and principal.
Brian	Kinsley	Prefers AB/AB Hybrid model for elementary.
Trinity	Klein	G-Suite has limitations, a change to Schoology may be justified. Reconsider the year long HS cumulative grading practice and return to the semester grades

Public Comment 8-11-2020		
First	Last	Comment
Mary Ann	Kovacic	What is the safety protocol at high school for staff - i.e. will there be plexiglass?
David	Krulewich	Fairfield must offer full-time program to students.
Dina	Kuhn	What happened to 5-day option and were working parents considered?
Chris	LaSala	Supports 5-day in person plan with mask requirements and social distancing but appreciates all the work that has identified other options.
Jessica	Lee	Prefers elementary hybrid option that is similar to middle and high schools.
Kristine	Lefebvre	Please consider a 5-day in person learning option for all families.
Ashley	Mackiewicz	Prefers full-time in school option.
Sarah	Mathhews	Parents need to know about cohorts right now to arrange for tutors.
Maria	McKeon	Question on Cohort grouping and KDG.
Maria	McKeon	Easier for KDG to not have remote learning as part of hybrid plan.
Maria	McKeon	Began a petition to return to full time in-person option. Petition has over 500 signatures.
Elina	Melkinov	Thanked all for plan that prioritizes children and community health. Asked about outdoor classes.
Mary	Meyer	Please consider 5-day in-person school.
Rob	Miller	Questions on remote learning for KDG and the student's time to socialize.
Michele	Mitola	All families should have a choice for 5-day in-person learning.
Gillian	Mongirdas	Please consider a live classroom feed for distance learners.
Amanda	Morgan	Supports hybrid prefers morning option, particularly for younger students.
Katie	Morris	Hybrid approach seems chaotic.
Stephanie	Ortiz	Please put 5 -day school back on the table.
Kylie	Palladino	Prefers elementary hybrid option with 2 full days.
Ninoska	Pena	Requests siblings be on same cohort schedule to ease pick up and child care.
Lisa	Puglisi	What is the plan when a student develops symptoms?
Megan	Reddy	Supports hybrid plan. Grateful to staff.
Jaime	Rodon	Elementary end time should extend to 12:45.
Sara	Santos	Supports Hybrid plan and thanked all for putting it together.
Jessica	Sariepy	Can remote learners meet teachers before school begins? Can hybrid and remote learners take some classes at school, i.e. CAD?
Sandi	Schaeffer-Padgett	Financial impact on working families.
Kelly	Scinto	Students should be in school full-time. Put music and art on hold, use tents and stagger drop off/pick up times.
Lisa	Servidio	What are childcare options for working parents?
Mary	Simone	How will elementary IEPs be addressed with such a short day?
Jane	Song	Thanked all for plan - questions on switching to/from Hybrid Plan.
Kristin	Spengler	Please put 5-day week back on voting table.
Rebecca	Stekloff	Calendar does not equitably spread PD days. Requests updated enrollments for first day of school. Why not 100% in-person learning?
John	Sullivan	Live-streaming teachers/classrooms is best option for remote learning.
Meghan	Teed	Need a better option for working parents.
Rosalina	Thomas	Prefers full-time in school option. Stressed importance of in-person learning.
Paulina	Tirreno	As a single parent, this proposal will force me into unemployment.
Kathleen	Torpy	Will certain mask types be suggested for use in the schools? Not all masks are equally effective.
Kristen	Tozzo	Daily transition to/from in-school to remote school will be challenging for the youngest learners. Better to have 2 full days in-person
Vincent	Tozzo	Disagrees with Hybrid model - hard on working parents. Appreciates all the communication - can KDG students meet teacher before the first day?
Melissa	Travis	Questions on elementary and PK start and end times.
Kamberi	Vahide	Full-day school should be offered for working parents.

Public Comment 8-11-2020		
First	Last	Comment
Jane	Valiante	Question on Cohort grouping.
Charlotte	Vinci	Supports 5-day in-person school. Consider social/emotional impact.
Lori	Wacha	Will there be a Freshman Orientation?
Jennifer	Wahlde	Need a plan that will sustain a smester's worth of scheduling. Spoke of Norwalk's plan.
Tracy	Wang	Why is full-time school not an option? What numbers are needed for school to resume?
Scott	Weisberg	Appreciates all the work - shouldn't be having this discussion if you wouldn't allow your kids to go to a concert or a fair.
Dana	Weissman-Aziz	Questions about distance learning - will teachers be from same school?
Melissa	Willis	Questioned how the hybrid model was chosen and how sped classes will be administered.
Jonathan	Winn	Parents need clear guidance on requirements to send children to school. Referring everyone to the nurse will not work
Tiffanie	Wong	Concern over elementary hybrid plan - too many logistical and educational issues with such a short day.
Karin	Zannella	What are the benchmarks to open school full-time?

MAINTENANCE PROJECTS 2020-2021

School	Description	BOE Proposed Budget	Funded with 2019-2020 Budget	Approved 2020-2021 Budget	Status as of August 27, 2020	Estimated Date of Completion
Burr Elementary	Courtyard Atrium Landscape Changes Project (Needed to Prevent Flooding During Storms)	\$14,960	\$14,960		Complete	June-2020
Dwight Elementary	Courtyard sidewalk reconfiguration - classroom door exiting			\$25,000	On hold	TBD
Dwight Elementary	Install accessible walkway to playgrounds and fields			\$30,000	On hold	TBD
Jennings Elementary	Upgrade Playground for Safety	\$40,000		\$140,000	On hold	TBD
McKinley Elementary	Main Office Flooring Replacement - VCT	\$17,000	\$17,000		Complete	August
North Stratfield	Replace exterior front door system.			\$30,000	On hold	TBD
Fairfield Woods Middle	Fitness Room Flooring Project	\$26,595	\$26,595		Complete	August-2020
Fairfield Ludlowe High	Turf Field Multi-game Scoreboard Replacement	\$125,000			Postponed	Postponed
Fairfield Ludlowe High	Rebuild Varsity Softball Field Project	\$28,000	\$28,000		Complete	June-2020
Fairfield Ludlowe High	Renovation of Concession Building 2nd Floor for Football Locker Room	\$150,000		\$150,000	On hold	TBD
Fairfield Ludlowe High	Repair/replace handicap lift in press box in accordance with ADA standards			\$75,000	On hold	TBD
Fairfield Warde High	Rebuild Varsity Softball Field	\$29,500	\$29,500		Complete	June-2020
Fairfield Warde High	Replace Outside Dust Collector	\$78,741		\$82,243	On hold	TBD
Fairfield Warde High	Server Room A/C Replacement	\$22,447	\$22,447		Complete	July-2020
		<b>\$532,243</b>	<b>\$138,502</b>	<b>\$532,243</b>		

Summer Projects 2019-2020

Burr Elementary	Dumpster Enclosure		\$8,051		In-process	September-2020
Districtwide	Van Zelm - HVAC PM Spec update		\$3,000		Complete	July-2020
Dwight Elementary	Retaining Wall		\$8,970		Complete	August-2020
Fairfield Ludlowe High	Flooring Orchestra Rehearsal Room 121, Flooring Pre-K Room 126, Flooring Rooms 107 and 107B Band Room		\$50,498		In-process	August-2020
Fairfield Ludlowe High	Team Room Rm #029 and Group Exercise Room #001		\$23,902		In-process	September-2020
Fairfield Ludlowe High	Auditorium Carpet		\$72,811		In-process	September-2020
Fairfield Ludlowe High	Flooring - Café Break Room-Falcon's Nest		\$14,340		Complete	August-2020
Fairfield Ludlowe High	Art Room Air Conditioning Unit Room #006/007		\$25,460		In-process	TBD

**MAINTENANCE PROJECTS 2020-2021**

<b>School</b>	<b>Description</b>	<b>BOE Proposed Budget</b>	<b>Funded with 2019-2020 Budget</b>	<b>Approved 2020-2021 Budget</b>	<b>Status as of August 27, 2020</b>	<b>Estimated Date of Completion</b>
Fairfield Ludlowe High	Irrigation Front Field		\$25,995		On hold	TBD
Fairfield Ludlowe High	Softball Field Dugout		\$17,910		In-process	September-2020
Fairfield Warde High	Baseball Field Dugout		\$27,862		In-process	September-2020
Fairfield Warde High	Softball Field Dugout		\$17,910		In-process	September-2020
Jennings Elementary	New track for curtain on gym stage		\$13,360		Complete	July-2020
Jennings Elementary	Gym blinds - Option A		\$7,250		In-process	September-2020
Riverfield Elementary	Dumpster enclosure		\$5,428		In-process	September-2020
Roger Ludlowe Middle	Fitness center window blinds		\$7,680		In-process	September-2020
Roger Ludlowe Middle	Art and Guidance room blinds		\$21,090		In-process	September-2020
Stratfield Elementary	Retaining Wall		\$8,400		In-process	September-2020
			<b>\$359,917</b>			

FAIRFIELD PUBLIC SCHOOLS  
**ACTUAL COVID COSTS @ 8/20/20 AND POTENTIAL ADDITIONAL COSTS**  
 2020 - 2021

Enclosure No. 20  
 August 25, 2020

	1	2	3	4	
	TOTAL POTENTIAL COVID EXPENSES AS OF 8/20/20	2020 - 2021 ACTUAL/ENCUM COVID EXPENSES AS OF 8/20/2020	POTENTIAL ADD'L COVID EXPENSES	NOTES	
<b>TRANSPORTATION</b>					
1	Bus Monitors (Elementary & PK)	\$ 63,120		\$ 63,120	Bus monitors x 1 month
2	Bus Disinfecting Daily (First Student)	\$ 16,809		\$ 16,809	\$5,603/month x 3 months
3	Bus Disinfecting Daily (ECS)	\$ 26,820		\$ 26,820	\$447/day x 3 months
4	<b>Total Transportation</b>	<b>\$ 106,749</b>		<b>\$ 106,749</b>	
<b>HR</b>					
5	HR Admin Assistance	\$ 10,000		\$ 10,000	To assist HR Executive Director with staffing needs
6	<b>Total HR</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 10,000</b>	
<b>INSTRUCTION</b>					
7	Remote Learning Academy Administrator	\$ 139,128		\$ 139,128	Administration of Remote Learning for the fiscal year
8	Remote Learning LTS's - Elementary	\$ 415,800		\$ 415,800	21 LTS's for 180 days
9	MS Lunch Aides	\$ 17,280		\$ 17,280	12 Lunch Aides at MS level for 3 months
10	COVID Instructional Supplies	\$ 15,770	\$ 15,770		Ziploc Bags and Goggles
11	<b>Total Instruction</b>	<b>\$ 587,978</b>	<b>\$ 15,770</b>	<b>\$ 572,208</b>	
<b>TECHNOLOGY</b>					
12	COVID Instructional Software	\$ 36,999	\$ 34,446	\$ 2,553	
13	COVID Info Mgt Software	\$ 69,551	\$ 37,443	\$ 32,108	
14	COVID Tech Infrastructure	\$ 60,528	\$ 18,375	\$ 42,153	
15	COVID Tech Supplies	\$ 98,660		\$ 98,660	
16	COVID Tech Capital	\$ 425,997	\$ 166,248	\$ 259,749	
17	<b>Total Technology</b>	<b>\$ 691,735</b>	<b>\$ 256,512</b>	<b>\$ 435,223</b>	See separate technology spreadsheet
<b>MAINTENANCE</b>					
18	HVAC Consultants	\$ 48,500	\$ 48,500		Review of existing mechanical systems
19	PPE	\$ 43,372	\$ 43,372		Gloves, masks, face shields
20	Tents	\$ 195,200	\$ 195,200		24 tents district-wide for social distancing
21	Tables and Chairs	\$ 22,350		\$ 22,350	Additional lunch seating for secondary level
22	Custodial OT (FPS 8/18/20 to 9/8/20)	\$ 90,000		\$ 90,000	Custodial staff OT for school opening
23	Custodial Temp Service	\$ 1,105,920		\$ 1,105,920	Additional cleaning services for school year
24	Police Dept. Traffic Control	\$ 22,950		\$ 22,950	Additional coverage for the beginning of the school year
25	HVAC filters	\$ 52,753		\$ 52,753	Above and beyond normal filter maintenance
26	Hand Sanitizer	\$ 182,088		\$ 182,088	
27	Masks	\$ 286,400		\$ 286,400	
28	N95 Masks	\$ 3,238		\$ 3,238	
29	Face Shields	\$ 6,480		\$ 6,480	
30	Gloves	\$ 21,600		\$ 21,600	
31	Gowns (Disposable)	\$ 42,500		\$ 42,500	
32	Disinfectant Wipes	\$ 12,585		\$ 12,585	
33	Custodial Supplies	\$ 41,490	\$ 41,490		Cleaning supplies, hand sanitizer, disinfectant etc.
34	Plexiglass	\$ 11,990	\$ 11,990		High traffic barriers
35	Maintenance Supplies	\$ 2,457	\$ 2,457		Directional tape and signage
36	<b>Total Maintenance</b>	<b>\$ 2,191,873</b>	<b>\$ 343,009</b>	<b>\$ 1,848,864</b>	
37	<b>GRAND TOTAL POTENTIAL EXPENSES</b>	<b>\$ 3,588,335</b>	<b>\$ 615,291</b>	<b>\$ 2,973,044</b>	
38	<b>NON-LAPSING FUNDS</b>	<b>\$ (1,800,000)</b>			Includes \$300,000 from 19-20 which requires BOF approval
39	<b>ESSER FUNDS AWARDED</b>	<b>\$ (231,883)</b>			
40	<b>CURRENT POTENTIAL SHORTAGE</b>	<b>\$ (1,556,452)</b>			Does not reflect any savings i.e., secondary transp on Wed.



COVID TECHNOLOGY EXPENSES @ 8/20/2020

COVID-SOFTWARE-INSTRUCTIONAL 20-2230-400-010							
Item name	Description	Unit Cost	Number of Units	Total Cost	Non-Lapsing Covid Funding 2020-2021	Anticipated Expenses	Comments
Wallwisher, Inc.	District First Year Subscription to Padlet	\$ 10,000	1	\$ 10,000	\$ 10,000		
Notable, Inc.	Districtwide license to KAMI - Students and Faculty	\$ 16,748	1	\$ 16,748	\$ 16,748		
TECH4LEARNING, INC	Annual subscription to Wixie	\$ 4	2053	\$ 7,699	\$ 7,699		
Zoom	10 accounts for outside meetings purchased for special education and other admin uses as needed	\$ 213	12	\$ 2,553		\$ 2,553	Currently charged to an account provided by Mr. Mancusi. Charged to Nbyrnes AMEX
<b>TOTAL SOFTWARE - INSTRUCTIONAL</b>				<b>\$ 36,999</b>	<b>\$ 34,447</b>	<b>\$ 2,553</b>	

COVID-TECH SUPPLIES 20-2230-400-014							
Item name	Description	Unit Cost	Number of Units	Total Cost	Non-Lapsing Covid Funding 2020-2021	Anticipated Expenses	Comments
headphones	headphones with mic for each student for teacher desktops in school to allow use of online meeting tools- no cameras built into machines	\$ 10.00	9516	\$ 95,160		\$ 95,160	not charged yet
webcams		\$ 35.00	100	\$ 3,500		\$ 3,500	not charged yet
<b>TOTAL TECH SUPPLIES</b>				<b>\$ 98,660</b>	<b>\$ -</b>	<b>\$ 98,660</b>	

COVID-TECH INFRASTRUCTURE 20-2230-475-010							
Item name	Description	Unit Cost	Number of Units	Total Cost	Non-Lapsing Covid Funding 2020-2021	Anticipated Expenses	Comments
Treasurer, State of CT	Upgrade Internet Circuits to 2GB required to support online learning tools at both HS's	\$ 8,400	2	\$ 16,800	\$ 16,800		
Chimenet, Inc.	Labor to upgrade CEN Circuit at both HS's to 2GB	\$ 175	9	\$ 1,575	\$ 1,575		
Kajeet Hotspots	data plan for 120 hotspots	\$ 13	3250	\$ 42,153		\$ 42,153	not yet executed- may rise if we have need of more hotspots if more need is brought forward
<b>TOTAL INFRASTRUCTURE</b>				<b>\$ 60,528</b>	<b>\$ 18,375</b>	<b>\$ 42,153</b>	

COVID-SOFTWARE INFO MGMT 20-2230-501-010							
Item name	Description	Unit Cost	Number of Units	Total Cost	Non-Lapsing Covid Funding 2020-2021	Anticipated Expenses	Comments
School Dismissal Manager	contact less parent pickup/drop off system	\$ 2,000	14	\$ 28,000		\$ 28,000	
Chimenet, Inc.	Cisco Webex subscription - 7 accounts to manage WebEx for use for large public meetings	\$ 477	7	\$ 3,339	\$ 3,339		
Spanning	back up software for Gsuite add'l student accounts- elementary	\$ 2	2054	\$ 4,108		\$ 4,108	not yet charged
Google Enterprise	Add'l features for Meets including break out rooms and larger meeting participant limits	\$ 24	1421	\$ 34,104.00	\$ 34,104	\$ -	
<b>TOTAL SOFTWARE - INFO MGMT</b>				<b>\$ 69,551</b>	<b>\$ 37,443</b>	<b>\$ 32,108</b>	

COVID-TECH CAPITAL 20-2230-541-010							
Item name	Description	Unit Cost	Number of Units	Total Cost	Non-Lapsing Covid Funding 2020-2021	Anticipated Expenses	Comments
Meraki wireless access points	new upgraded access points to address increased WiFi needs with add'l chrome books grades 3,,4,5	\$ 527.52	238	\$ 125,550	\$ 125,550		
Meraki license	controller license req'd for access points	\$ 171.00	238	\$ 40,698	\$ 40,698		
Insight Public Sector	HP Chromebooks	\$ 217.00	1197	\$ 259,749		\$ 259,749	
<b>TOTAL - TECH CAPITAL</b>				<b>\$ 425,997</b>	<b>\$ 166,248</b>	<b>\$ 259,749</b>	
<b>TOTAL COVID RELATED TECH BUDGET</b>				<b>\$ 691,734</b>	<b>\$ 256,513</b>	<b>\$ 435,223</b>	

COVID/Non-Lapsing Statement of Account - Detail by Program

8/20/2020

Fairfield Public Schools

10:05:07AM

Fiscal Year 2020-2021

Fund 20

Account	Description	Appropriation as Adopted	Budget Transfers	Appropriation Amended	Total Expenditures	Outstanding Encumbrances	Outstanding Requisitions	Unencumbered Balance	% Used
<b>COVID</b>									
<b>GENERAL INSTRUCTION</b>									
1129-217-010	COVID-TEACHER SALARY	0	0	0	0.00	0.00	0.00	0.00	0.00%
<b>TOTAL GENERAL INSTRUCTION</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>HS SPORTS</b>									
1130-430-100	COVID-SPORTS COSTS-FLHS	0	0	0	0.00	0.00	0.00	0.00	0.00%
1130-430-300	COVID-SPORTS COST-FWHS	0	0	0	0.00	0.00	0.00	0.00	0.00%
<b>TOTAL HS SPORTS</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>INSTRUCTIONAL</b>									
2210-319-010	COVID-CURRICULUM DEV	0	0	0	0.00	0.00	0.00	0.00	0.00%
2210-320-010	COVID-PROFESSIONAL DEV	0	0	0	0.00	0.00	0.00	0.00	0.00%
2210-401-010	COVID-INSTRUCTIONAL SUPLS	0	0	0	0.00	6,767.82	9,002.40	(15,770.22)	0.00%
<b>TOTAL INSTRUCTIONAL</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0.00</b>	<b>\$6,767.82</b>	<b>\$9,002.40</b>	<b>(\$15,770.22)</b>	<b>0.00%</b>
<b>MAINTENANCE/OPERATIONS</b>									
2530-375-003	COVID-CONTRACTED SVCS - MAINT	0	0	0	0.00	0.00	195,200.00	(195,200.00)	0.00%
2530-395-002	COVID-PPE	0	0	0	284.16	43,087.75	0.00	(43,371.91)	0.00%
2530-461-002	COVID-MAINTENANCE SUPPLIES	0	0	0	1,214.00	1,242.50	11,990.00	(14,446.50)	0.00%
2540-238-003	COVID-EVNG/SUBS/OT	0	0	0	0.00	0.00	0.00	0.00	0.00%
2540-322-003	COVID-TRAINING	0	0	0	0.00	0.00	0.00	0.00	0.00%
2540-358-003	COVID-TECHNICAL CONSULTING	0	0	0	0.00	48,500.00	0.00	(48,500.00)	0.00%
2540-486-002	COVID-CUSTODIAL SUPPLIES	0	0	0	11,196.00	30,294.06	0.00	(41,490.06)	0.00%
<b>TOTAL MAINTENANCE/OPERATIONS</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,694.16</b>	<b>\$123,124.31</b>	<b>\$207,190.00</b>	<b>(\$343,008.47)</b>	<b>0.00%</b>
<b>TECHNOLOGY</b>									
2230-400-010	COVID-SOFTWARE-INSTRUCTIONAL	0	0	0	10,000.00	24,446.25	0.00	(34,446.25)	0.00%
2230-400-014	COVID-TECH SUPPLIES	0	0	0	0.00	0.00	0.00	0.00	0.00%
2230-475-010	COVID-TECH INFRASTRUCTURE	0	0	0	0.00	18,375.00	0.00	(18,375.00)	0.00%
2230-501-010	COVID-SOFTWARE INFO MGMT	0	0	0	0.00	37,443.00	0.00	(37,443.00)	0.00%
2230-541-010	COVID-TECH CAPITAL	0	0	0	0.00	0.00	166,247.76	(166,247.76)	0.00%
<b>TOTAL TECHNOLOGY</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000.00</b>	<b>\$80,264.25</b>	<b>\$166,247.76</b>	<b>(\$256,512.01)</b>	<b>0.00%</b>
<b>TRANSPORTATION</b>									
2550-333-010	COVID-TRANSPORTATION REG	0	0	0	0.00	0.00	0.00	0.00	0.00%
2550-334-010	COVID-TRANSPORTATION SPED	0	0	0	0.00	0.00	0.00	0.00	0.00%
<b>TOTAL TRANSPORTATION</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>TOTAL COVID</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$22,694.16</b>	<b>\$210,156.38</b>	<b>\$382,440.16</b>	<b>\$(615,290.70)</b>	<b>0.00%</b>
<b>NON-LAPSING</b>									
<b>MAINTENANCE/OPERATIONS</b>									
2530-395-100	NL-MAINTENANCE PROJECTS-FLHS	75,000	0	75,000	0.00	0.00	0.00	75,000.00	0.00%
2530-395-630	NL-MAINTENANCE PROJECTS-DW	55,000	0	55,000	0.00	0.00	0.00	55,000.00	0.00%
2530-395-730	NL-MAINTENANCE PROJECTS-JN	143,502	0	143,502	0.00	4,788.00	0.00	138,714.00	3.34%
2530-395-810	NL-MAINTENANCE PROJECTS-NS	30,000	0	30,000	0.00	0.00	0.00	30,000.00	0.00%
2530-461-003	NL-MAINT - MAINT SUPPL/MAT'LS	200,000	0	200,000	4,710.33	127,775.67	0.00	67,514.00	66.24%
2530-462-003	NL-MAINT - VEHICLE PARTS/FUEL	44,000	0	44,000	0.00	5,400.00	0.00	38,600.00	12.27%
2530-463-003	NL-MAINT - PLUMB/HTG/AC SUPL'S	235,000	0	235,000	0.00	78,300.00	0.00	156,700.00	33.32%
2530-464-003	NL-MAINT - FIRE/ELEC SPL/MT'LS	66,000	0	66,000	0.00	19,500.00	0.00	46,500.00	29.55%
2530-465-003	NL-MAINT - GROUNDS SUPPLIES	2,500	0	2,500	0.00	0.00	0.00	2,500.00	0.00%
2540-350-001	NL-CO FACILITY EXPENSE	98,489	0	98,489	12,222.14	86,267.02	0.00	(0.16)	100.00%
2540-350-003	NL-MAINT BLDG FACILITY EXPENSE	127,502	0	127,502	21,250.22	106,251.10	0.00	0.68	100.00%
2540-351-003	NL-MAINT LEASE OPERATION EXP	30,745	0	30,745	5,472.60	27,363.00	0.00	(2,090.60)	106.80%
2540-486-010	NL-CUSTODIAL SUPPLIES - DIST	300,000	0	300,000	0.00	98,000.00	0.00	202,000.00	32.67%
2540-496-900	NL-FACILITY EXPENSE WFC	115,000	0	115,000	0.00	0.00	0.00	115,000.00	0.00%
<b>TOTAL MAINTENANCE/OPERATIONS</b>		<b>\$1,522,738</b>	<b>\$0</b>	<b>\$1,522,738</b>	<b>\$43,655.29</b>	<b>\$553,644.79</b>	<b>\$0.00</b>	<b>\$925,437.92</b>	<b>39.23%</b>
<b>TOTAL NON-LAPSING</b>		<b>\$1,522,738</b>	<b>\$0</b>	<b>\$1,522,738</b>	<b>\$43,655.29</b>	<b>\$553,644.79</b>	<b>\$0.00</b>	<b>\$925,437.92</b>	<b>39.23%</b>
<b>GRAND TOTAL</b>		<b>\$1,522,738</b>	<b>0.00</b>	<b>\$1,522,738</b>	<b>\$66,349.45</b>	<b>\$763,801.17</b>	<b>\$382,440.16</b>	<b>\$310,147.22</b>	<b>79.63%</b>