



**BOE/CO
Friday Packet
October 1, 2021**

Upcoming Meeting Dates

8-29-2021 Fairfield Cares DFC Revised Budget

9-27-2021 NEASC Report: Fairfield Warde

9-2021 Special Education Data Collection

10-5-2021 Policy Committee Meeting Agenda

[9-28-2021 BoE Approved FPS Waterfall \(Link\)](#)



Upcoming Board of Education Meeting Dates **2021**

October 5	5:00 PM	Policy Committee Meeting Superintendent Conference Room 501 Kings Hwy East
October 12	6:00 PM	Executive Session Superintendent Conference Room 501 Kings Hwy East
	7:30 PM	Regular Meeting CO Board Room and Virtual 501 Kings Hwy East
October 13 <i>(revised date)</i>	3:30 PM	Finance Committee Meeting Superintendent Conference Room 501 Kings Hwy East
October 19	5:00 PM	Policy Committee Meeting Superintendent Conference Room 501 Kings Hwy East
October 26	7:30 PM	Regular Meeting CO Board Room and Virtual 501 Kings Hwy East

Other Town Meetings

October 5, BOF Quarterly/Year-End Review

October TBD, BOF Capital Planning Summit

November 16 – BOF Quarterly Review

**Fairfield Public School/Fairfield CARES Community Coalition
DFC Revised Budget Narrative – Aug 29, 2021**

A. Personnel:

FEDERAL REQUEST

Position Title and Name	Annual Salary	Time	Months	Amount Requested
Program Director/Project Coord. Cathy Hazlett	\$ 65,000	100%	12	\$65,000

NARRATIVE JUSTIFICATION: The Program Director will be employed by the Fairfield Public Schools (“FPS”) and will implement and coordinate all proposed activities and strategies including: coalition training, contractor oversight, coalition coordination, member orientation, management and external communications. Qualifications for this position include mastery of youth substance prevention principles and practices, as well as community resources and relevant local, state and federal laws pertaining to youth, alcohol and substance use.

NON-FEDERAL MATCH

Position Title and Name	Annual Salary	Time	Months	In-Kind Amount
Clerical Support	\$ 57,251 (ave.)	5% - 2 hrs/wk	12	\$ 2,863
Business Official/Exec Dir of Finance, Courtney LeBorious	\$ 132,018	10% - 4 hrs/wk	12	\$ 13,202
Authorized Organizational Rep/Superintendent, Mike Cummings	\$ 227,469	2.5% - 1 hr/wk	12	\$ 5,687
			TOTAL	\$ 21,752

NARRATIVE JUSTIFICATION: The FPS will provide:

Clerical support will provide in-kind reservation of meeting space, room set-up, purchase order generation, central office mailings.

Financial Mgt. will oversee accounting services, including payroll and budget management, will have periodic meetings with Program Director/Project Coordinator, and provide financial reports.

Superintendent of FPS Schools will provide supervision of the Program Director and will meet with the Program Director/Project Coordinator periodically.

SOURCE OF MATCH FUNDS: Fairfield Public Schools General Fund.

FEDERAL REQUEST (enter in Section B column 1 line 6a of form SF-424A): **\$ 65,000**

NON-FEDERAL MATCH (enter in Section B column 2 line 6a of form SF-424A): **\$21,752**

B. Fringe Benefits:

FEDERAL REQUEST

Fringe Benefit	Percentage of Salary	Amount Requested
FICA	7.65%	\$ 4,973

Health Insurance	16.2% - \$ 875.33/mo. (individual)	\$ 10,504
Retirement – 401A	4% of Salary – Program Director	\$ 2,600
		\$ 18,077

NARRATIVE JUSTIFICATION: Fringe benefit costs reflect the current rate(s) for the Fairfield Public Schools (FPS). The Retirement Plan is a FPS 401A retirement plan.

NON – FEDERAL MATCH

Fringe Benefit	Percentage of Salary	In-Kind Amount
Workers Comp & Unemployment Insurance	1.37%	\$ 890
Life & Disability Ins.	annual cost	\$ 115
		\$ 1,005

NARRATIVE JUSTIFICATION: Fringe benefit costs reflect the current rate for the FPS.

SOURCE OF MATCH FUNDS: Fairfield Public Schools General Fund

FEDERAL REQUEST (enter in Section B column 1 line 6b of form SF-424A): **\$18,077**

NON-FEDERAL MATCH (enter in Section B column 2 line 6b of form SF-424A): **\$1,005**

C. Travel:

FEDERAL REQUEST

Purpose of Travel and Location	# of people	Cost of travel	Per Diem Food	Per Diem Lodging	Other	Amount Requested
Mid Year CADCA Training Institute	2	\$250	\$ 60	\$ 150	2 x \$ 250 plus 2 x \$210 x 5	\$ 2,600
National Coalition Academy Training	2	\$ 250	\$ 60	\$ 150	2 x \$ 250 plus 2 x \$210 x 15	\$ 6,800
Local travel & trainings	2	\$.56		Mileage	518 mi & 4 wkshp @ \$50	\$ 690
					TOTAL	\$ 10,090

NARRATIVE JUSTIFICATION:

Mid-Year CADCA Training Institute - Provides additional training for staff and volunteers to assist the coalition in accomplishing the goals of the DFC grant.

National Coalition Academy Training - will be attended by staff and coalition members as required by the DFC grant requirements. Information learned at these sessions (3 sessions x 5 days) will be shared with coalition members and other community partners.

Local travel and trainings - To reimburse the Program Director/PC for local travel to community events and for registration fees to attend regional training events.

NON-FEDERAL MATCH

Purpose of Travel	Location	Item	Rate	In-Kind Amount
Mileage of coalition members attending meetings, and local coalition events.	Town-wide	Mileage at \$.56/mi	9 Leadership Team members x 10 mi @ 20 meetings/yr and 21 coalition members x 10 mi x 10 meetings/yr (on aver)	\$ 2,184

Volunteer attendance at in-state trainings	TBD	3 people x 4 trainings x 2 days	\$ 71/hr x 3 people x 4 trainings x 2 days x 4 hrs/day	\$ 6,816
Mileage to attend in-state trainings	2 in Plainville and 2 in Bridgeport	Mileage at \$.56/mile	3 x 106 miles (Plainville) x 2 x .56 and 3 x 10 miles (Bridgeport) x 2 x .56	\$390
			TOTAL	\$ 9,390

NARRATIVE JUSTIFICATION:

Mileage for coalition members to attend and travel to coalition meetings, committee meetings, and coalition community events/activities.

Volunteers from the coalition's leadership attend in-state trainings on substance use prevention, current substance use trends, and adolescent mental health topics. The average hourly rate for three Coalition Leadership members is applied for the in-kind amount.

Mileage for in-state trainings held at the Wheeler CT Clearinghouse in Plainville, CT and at the Burroughs Community Center in Bridgeport, CT.

SOURCE OF MATCH FUNDS: Coalition members and their employers, Town of Fairfield General Fund (town & school employees), volunteers per their agency HR policies.

FEDERAL REQUEST (enter in Section B column 1 line 6c of form SF-424A): **\$ 10,090**

NON-FEDERAL MATCH (enter in Section B column 2 line 6c of form SF-424A): **\$ 9,390**

D. Equipment: Not Applicable.

FEDERAL REQUEST – (enter in Section B column 1 line 6e of form SF-424A): **\$0**

NON-FEDERAL MATCH – (enter in Section B column 2 line 6e of form SF-424A): **\$0**

E. Supplies: Materials costing less than \$5,000 per unit and often having one-time use.

FEDERAL MATCH

Item(s)	Rate	In-Kind Amount
General Office Supplies for Coalition and Youth Committee: paper, ink, poster paper, markers, envelopes, etc.		\$1,000
	TOTAL	\$1,000

NARRATIVE JUSTIFICATION: N/A

NON – FEDERAL MATCH

Item(s)	Rate	In-Kind Amount
Incidental Printing and Copying on Fairfield Public Schools equipment	\$.25 x 50 copies/wk x 52 wks 3 flyers @ 500 ea x \$.25	\$ 1,025
Town of Fairfield - Banners on Town Green	1 banner, 4 times/year @ \$ 50 for each month	\$ 200
	TOTAL	\$ 1,225

NARRATIVE JUSTIFICATION:

Fairfield Public Schools provides Fairfield CARES with the use of school system copiers throughout the district, with a specific copier at the Central office. In addition, the school inter-office and external mailing services will be used for routine mail.

The Town of Fairfield provides space for banners on the town green to support the Fairfield CARES various campaigns.

SOURCE OF MATCH: Fairfield Public Schools and Town of Fairfield General Fund

FEDERAL REQUEST (enter in Section B column 1 line 6e of form SF-424A): **\$1,000**

NON-FEDERAL MATCH (enter in Section B column 2 line 6e of form SF-424A): **\$ 1,225**

F. Contractual:

FEDERAL REQUEST

Name	Service	Rate	Amount Requested
Emily Melnick	Evaluator	\$ 100/hr for 105 hrs	\$10,500
Fairfield Police Dept.	Alcohol Compliance Checks and Community Party Patrols	\$ 65/hr x 25 hrs 2 staff share time	\$ 1,625
GetTIPS.com	TIPS Training for restaurants	20 x \$40/emp	\$ 800
TBD	Spanish Language Translator	\$ 25 x 22 hrs	\$ 550
Triangle Community Center	LGBTQ Cultural Competency Training for coalition	\$500 for 90 minutes	\$500
Positive Directions	Peer Support/Coping Skills Training to 10 MS/HS health classes	\$50 per presentation	\$500
A2V Media	Work with Youth Committee to produce peer to peer prevention video(s)	\$85/hr x 13.5 hrs	\$1,150
			\$ 15,625

NARRATIVE JUSTIFICATION:

Emily Melnick, the coalition's Evaluator, will attend coalition meetings, collect and analyze data, including the four core measures, will develop and/or revise survey instruments as needed, will monitor and evaluate program outcomes, will perform the annual coalition evaluation, create a summary program evaluation report(s), and assist with the development of Infographics/briefs to communicate findings to the community.

The Fairfield Police Dept. will conduct compliance checks with youth from a neighboring town to ensure that alcohol retailers comply with liquor laws to not sell to minors. The FPD will patrol areas of Fairfield known to be "hot spots" for teen gatherings and will enhance patrol coverage particularly during the high school prom and graduation events. The police will also assist in communicating the E-TIPS training availability to area restaurants, encouraging all employees to receive the training.

GetTIPS.com is the online TIPS training service that Fairfield CARES will use to provide the three-hour training to Fairfield's restaurant and café employees who serve alcohol to ensure they are properly trained and knowledgeable of liquor laws.

Spanish Language Translator will provide the Spanish translation for Fairfield CARES' outreach materials including postcards, flyers, social media posts, banners, etc, as well as provide translation services for oral presentation.

Triangle Community Center, a local social service and advocacy organization for the LGBTQ community, will provide LGBTQ cultural competency training to coalition members in

preparation for targeting Fairfield’s LGBTQ youth with alcohol and marijuana/cannabis prevention education and outreach.

Positive Directions, a local substance use prevention and counseling organization, will provide training to Fairfield’s middle and high school youth on peer support, coping skills, and share information on resources that are available to youth to address their mental health and substance use needs.

A2V Media will work with the Fairfield CARES Youth Committee (FCYC) to produce peer to peer prevention videos on positive alternatives to drinking alcohol or using marijuana/cannabis. The videos will be posted on FCYC’s social media, and Fairfield CARES’ social media and website.

NON – FEDERAL MATCH

Name	Service	Rate	Other	In-Kind Amount
Coalition members	Participation in coalition activities outlined in Action Plan	24 “volunteer” coalition members @ \$33.28/hr x 6hrs/mo (average) x 10 mos + 6 “professionals” -Sch Superintendent: \$100/hr x 4hr/mo x 10 mos -Sch Health Educator: \$70/hr x 4hrs/mo x 10 mos -Ludlowe HS Drug & Alcohol Counselor: \$35 /hr x 4hrs/mo x 10 mos -Warde HS Drug & Alcohol Counselor: \$35 /hr x 4hrs/mo x 10 mos -Fairfield Asst Health Dir: \$54/hr x 6hrs/mo x 10 mos -FPD, Youth Detective: \$65/hr x 4hrs/mo x 10 mos -PR/Media Specialist: \$45/hr x 14 hrs/mo x 11 mos		\$ 70,293
Youth Volunteers	10 Monthly meetings	\$13.50 x 10 hrs Rm at 10 mtgs x \$ 25	12 youth	\$ 1,870
Fairfield Police	Drug Take Back Box & Drug Take Back events	\$ 65/hr x 112 hrs/yr	2 officers	\$ 7,280
Fairfield Public Schools	Student Support Services	\$ 68/hr x 100 hr/yr	Director	\$ 6,800

Fairfield Public Schools	Staff assistance with distribution of Program Evaluation Survey(s)	3 hrs x 5 schools x \$ 60/hr	Guidance office conducts survey	\$ 900
			TOTAL	\$ 87,143

NARRATIVE JUSTIFICATION:

Coalition members participate in monthly coalition meetings plus committee meetings and engage in coalition activities and events in the community. In addition, nine coalition members attend monthly leadership meetings. While 24 coalition members are considered “volunteer, and the current CT volunteer rate is applied to their time (independentsector.org), there are six “professionals” whose job responsibilities mesh with the coalition’s mission and work, and their hourly rate has been applied to their time. Given the quantity of coalition work that directly involves the school and that the School Superintendent’s role as Fairfield CARES’ co-chair, includes attending leadership and coalition meetings, it is fitting to use his professional rate. FPS Health Educator oversees the health curriculum for the school district. The coalition provides resources and training opportunities for the health education staff. The two high school drug and alcohol counselors educate the coalition of the realities of substance use at the schools, participate as panelists in coalition educational forums, and provide a direct avenue to engage youth in prevention activities. The Assistant Health Department Director is heavily engaged in all aspects of the coalition and is active in planning and outreach of coalition initiatives. The FPD Youth Detective provides the coalition with substance use information and youth trauma from “the streets” and participates on the Juvenile Review Board, a court diversion program. The PR/Media Specialist produces and manages Fairfield CARES’ three social media platforms, Facebook, Instagram, and Twitter, focuses on increasing the number of followers to Fairfield CARES’ social media accounts, develops flyers for coalition events and promotes them on social media, composes the coalition’s press releases and sends them out to various mass media outlets, administers and regularly updates the coalition’s website, and monitors coalition’s email address and coordinates responses.

Youth Volunteers are members of the Fairfield CARES Youth Committee and serve as peer advocates to promote substance abstinence and mental health wellness. FCYC meets twice a month and is youth led with the PD/PC acting in an advisory capacity.

Fairfield Police Department (“FPD”) provides officers to schedule and implement party patrols at identified locations and activities in the community. They donate the administrative costs, and only seek reimbursement for direct costs of visitations. In-kind rates are based upon the average rates paid to the officers who perform these functions. FPD also provides officers to monitor, empty, weigh the contents of the Medication Drop Box, file required reports to the state and transport to the incineration site.

Fairfield Public School Student Support Services Director attends coalition meetings, and provides the school-based connections that intersect with the part of the coalition’s mission that addresses social emotional wellness and resilience among Fairfield’s youth. The Student Support Services Director oversees the inclusion of social-emotional competencies in the school climate, monitors the overall mental health status of Fairfield’s students and relays that information to the coalition. The Director raises mental health issues that coalition members should be aware of for possible planning and activities. The Director helped to facilitate the administration of the Search Institute’s Developmental Relationship Survey this Spring, developed the presentation and co-presented the use of the Developmental Relationship Survey

with the Coalition Coordinator to the School Board. The Director collaborates with the coalition coordinator to link coalition work plan activities with the appropriate school personnel, assist with their implementation, and help to monitor activities to ensure positive outcomes.

Program Evaluation Survey – The coalition utilizes the FPS staff to access the school’s email system each year to distribute program evaluation surveys to a select group of parents, such as parents of 7th-12th graders, who have participated in a specific prevention initiative in order to evaluate the effectiveness of that program - increase in knowledge, change of attitude or behaviors. This service is utilized multiple times throughout the year and is inclusive of parents whose children attend one of three middle schools and/or one of two high schools.

SOURCE OF MATCH FUNDS: Coalition members and their employers; Fairfield Public Schools General Fund, Fairfield Police Department Budget, Town of Fairfield Budget.

FEDERAL REQUEST (enter in Section B column 1 line 6f of form SF-424A): **\$ 15,625**

NON-FEDERAL MATCH (enter in Section B column 2 line 6f of form SF-424A): **\$ 87,143**

G. Construction: NOT ALLOWED

H. Other:

FEDERAL REQUEST

Item Requested	Type	Number Needed	Unit Cost	Amount Requested
Alcohol retailers campaign for 76 retailers	Consumer cards & table tents	1,000 cards & 1,000 tents	\$.32 per card \$.449 per table tent	\$ 769
Youth “Be the Generation of Change” social media campaign	Develop social media posts	10 alcohol & 10 Marijuana posts	\$ 45/hr for graphic work 2hrs/post	\$ 1,800
Liquor Sticker campaign	Stickers	15,000	\$.10 cents each	\$ 1,500
Sticker Shock campaign	Stickers	1,000	\$.50 cents each	\$ 500
E/TIPS training to 76 retailers	Letter	76	\$.55 cents	\$ 42
Social Norms underage drinking social media campaign	Develop social media posts & postcards printing	3 postcards and 12 alcohol social media posts	graphic - \$ 45/hr x 12 3,400 postcards x 3 x \$.155/card set up fees - \$ 134	\$ 1,715
Public places signage	Banners	5	\$ 300	\$ 1,500
Postage & printing for underage drinking campaign	Postcards	10,200	\$.14 cents/alcohol postcards & \$ 700 for mailing service fee	\$ 2,128
Marijuana Education social norms	Develop & print postcards	13,600	\$ 45/hr x 4 postcards and printing at \$.086/card	\$ 1,350

campaign: “Know the Facts”				
Marijuana Education social norms campaign: “Know the Facts”	Postage	13,600	\$.14 cents/alcohol postcards & \$ 700 for mailing service fee	\$ 2,604
CADCA Membership				\$ 300
Annual Survey(s)				\$ 1,000
			TOTAL	\$15,208

NARRATIVE JUSTIFICATION:

Alcohol Retailers Campaign: Expanding the outreach of the “Let’s Mention Prevention” initiative to include all of Fairfield’s restaurants as well as its package stores as vehicles to educate parents and other adults on the risks of underage drinking and to remind servers and clerks to carefully check IDs.

Youth “Be the Generation” of Change campaign is the Fairfield CARES Youth Committee’s peer to peer social media campaign to discourage teen alcohol and marijuana use, to provide a peer perspective on the risks and harm of drinking and using marijuana/cannabis.

Liquor Sticker Initiative: Liquor stickers will be distributed to parents via package store counter tops, Freshmen Forums, and during other tabling events. The stickers are placed over a bottle top to prevent teens from accessing their parents’ liquor supply.

Sticker Shock Activity: The Youth Committee, working with the Fairfield Police Department will connect with Fairfield’s four grocery stores that sell beer and hard cider, and place stickers on the containers to remind adults it is against the law to provide alcohol to a minor.

E/TIPS Training for Retailers: A letter from both the coalition and Fairfield Police Department is sent to the town’s restaurants to encourage servers to participate in the online TIPS training so they are properly schooled in the laws and know how to effectively check IDs.

Social Norms Underage Drinking Campaign: Parents will receive postcards at home and posts in their social media platforms to educate them on the harm of underage drinking and the importance of staying alcohol-free until age 21.

Signage: Banners promoting keeping youth alcohol and marijuana/cannabis-free will be posted in five public places including parks where parents and kids convene, and Sherman Green where there are numerous community activities. The banners will be a constant visible reminder of keeping youth safe from drinking and using marijuana/cannabis.

Postage and Printing for Underage Drinking Campaign: Costs associated with printing and mailing alcohol postcards to parents.

Marijuana Education social norms campaign: Four postcards will be developed and sent to the homes of Fairfield’s middle and high school parents as one vehicle to educate parents on “today’s” marijuana and the harm it can cause youth.

Marijuana Education Social Norms Campaign: Postage to mail the marijuana prevention postcards to parents to educate them on “today’s” marijuana and its impact on youth.

CADCA Membership: Funds to join as a member of CADCA.

Annual Survey(s): Working with our community partners such as the Triangle Community Center for our LGBTQ students, school guidance counselors or special ed teachers for students with an Individual Education Plan (IEP), and the Latino Advocacy Foundation of Fairfield County for our Hispanic students, Fairfield CARES intends to collect data via either surveys

and/or focus groups to learn more about substance use by Fairfield's higher risk student populations. Funds would be used for materials needed for data collection and to provide gift cards to participating students. The data will help guide coalition programming and will be shared with the community at large, including local policy makers, so all may glean a fuller understanding of alcohol and marijuana use in the community, especially by our higher risk populations.

NON – FEDERAL MATCH

Item	Rate	In-Kind Amount
FPS Meeting space	Board Rm @ \$ 50/hr x 10 mtgs/yr - 15 hrs Conference Rm @ \$ 25/hr x 12 mtgs/yr - 18 hrs	\$ 1,200
FPS Office space Dir	100 sf office @ \$ 8/sf	\$ 800
FPS Telephone	One extension @ 20/mo, w/. long distance	\$ 240
FPS Postage	10/wk at 52 weeks @ .55 cents	\$ 286
Town storage for FCCC records, materials, supplies	100 sf at \$ 6/sf	\$ 600
Mock Crash events	FCCC helps plan and carry out this event, together with police, fire, ambulance and teachers at 2 high schools x 25 people x 2 hours x \$ 50/hr = \$ 5,000 and volunteer planning time at 8 hrs x \$ 57/hr. (\$ 456)	\$ 5,456
Freshman Forum	2 volunteers x 6 planning meetings x 1.5 hrs x \$ 57/hr (\$1026) FPS staff time of 4 x 1.5 hrs x \$60/hr x 2 schools (\$720) and auditorium use of \$ 200/session at 2 high schools (\$ 400)	\$ 2,146
Chamber-Commerce	Donated Vendor tables at annual event	\$ 325
	TOTAL	\$ 11,053

NARRATIVE JUSTIFICATION:

The Fairfield Public Schools (FPS) provides Fairfield CARES with office space for the Project Director and meeting space for Coalition and workgroup meetings. There is no lease agreement, as the legal applicant owns the facility where the office and meeting space are located.

The FPS also provides a telephone service and cost of incidental mailings on behalf of the Fairfield CARES and for storage space for the records, supplies, etc.

Mock Crash: Fairfield Police, Fire and Ambulance staff conduct the annual Mock Crash at each high school whose purpose is to remind prom attendees of risky behaviors for drug/alcohol use

Freshman Forum: Fairfield CARES volunteers plan, and FPS staff participate, in the annual Freshman Forum whose goal is to assist students in transition from middle to high school and the risk to their health for use of alcohol and drugs.

Chamber of Commerce: Provides space at annual event to promote Fairfield CARES initiatives.

SOURCE OF MATCH FUNDS: Fairfield Public Schools and Police Dept General Fund

FEDERAL REQUEST (enter in Section B column 1 line 6h of form SF-424A): **\$ 15,208**

NON-FEDERAL MATCH (enter in Section B column 2 line 6h of form SF-424A): **\$ 11,053**

Indirect Cost Rate: Not Applicable

FEDERAL REQUEST (enter in Section B column 1 line 6j of form SF-424A): **\$0**

TOTAL DIRECT CHARGES:

FEDERAL REQUEST: \$125,000

NON – FEDERAL MATCH: \$ 131,568

INDIRECT CHARGES: -0-

FEDERAL REQUEST – Not Applicable

TOTAL: -0-

FEDERAL REQUEST – (enter in Section B column 1 line 6k of form SF-424A) \$125,000

NON–FEDERAL MATCH-enter in Section B column 2 line 6k of form SF-424A: \$131,568

Provide the total proposed project period and federal funding as follows:

Proposed Project Period

a. Start Date:	09/30/2021	b. End Date:	09/29/2026
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BUDGET SUMMARY

Category	Federal Request	Non – Federal Match	Total
Personnel	\$ 65,000	\$ 21,752	\$ 86,752
Fringe	\$ 18,077	\$ 1,005	\$ 19,082
Travel	\$ 10,090	\$ 9,390	\$ 19,480
Equipment	-	--	-
Supplies	\$1,000	\$ 1,225	\$ 2,225
Consultant	\$ 15,625	\$ 87,143	\$ 102,768
Other	\$ 15,208	\$ 11,053	\$ 26,261
Total Direct Costs	\$ 125,000	\$ 131,568	\$ 256,568
Indirect Costs	\$0	\$0	\$0
Total Project Costs	\$ 125,000	\$ 131,568	\$ 256,568

The federal dollars requested for all object class categories for the first 12-month period are entered on Form 424A, Section B, Column 1, line 6a-6i.

FUTURE YEARS BUDGET SUMMARY

Projected Future Years	Federal Request	Non-Federal Match
Year 2	\$125,000	\$131,568
Year 3	\$125,000	\$131,568
Year 4	\$125,000	\$131,568
Year 5	\$125,000	\$131,568
TOTAL (2-5)	\$500,000	\$ 526,272



NEW ENGLAND ASSOCIATION OF SCHOOLS AND COLLEGES, INC.
COMMISSION ON PUBLIC SCHOOLS

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September 27, 2021

Paul Cavanna
Head Principal
Fairfield Warde High School
755 Melville Avenue
Fairfield, CT 06825

Dear Mr. Cavanna:

The Commission on Public Schools, at its June 28, 2021 meeting, reviewed the Decennial Accreditation Report from the recent visit to Fairfield Warde High School and voted to award the school continued Accreditation in the New England Association of Schools and Colleges.

The Commission was impressed with the progress made on the Priority Areas for Growth and increased alignment with the Principles of Effective Practice since the time of the Collaborative Conference visit and wishes to commend the following:

- the robust programming afforded to support students' academic and social-emotional needs by the school counseling and student services departments
- the positive climate that is palpable to all who visit and attend the school
- the dedication and commitment of the school-based leadership team in making the school a community that is "Welcoming, Academic, Respectful, Dynamic, and Ethical"
- the notable agency afforded to students and staff in their own growth and development within and outside of the school
- the seamless transition to remote learning at the beginning of the pandemic
- the on-demand resources available to staff and students as support for technology use and integration
- the variety and flexibility ways for staff and students to integrate technology into daily teaching and to personalize learning

- the development of social studies and English interdisciplinary professional learning teams that foster collaborative thinking and innovative teaching
- the increase in English and social studies interdisciplinary professional learning teams from two to seven
- the enhanced understanding and application of technology to improve engagement and interactivity
- the work of some teachers in implementing instructional strategies focused on the personalized learning needs of students
- the increased personalization of student product options and inquiry-based assignments to demonstrate learning
- the formation of the SEL Coalition that is providing social-emotional support to both students and staff
- the creation of a restorative in-school suspension program that promotes a growth mindset
- the willingness of faculty members to collaborate vertically and horizontally across the school and district
- the staff's commitment to the assured experiences related to the academic expectations
- the shared expectations of the vision of a graduate throughout the district

The Commission was pleased to note that all six Foundational Elements in the Standards for Accreditation have been met by the school.

The Commission requests a First Report of Progress and Planning by May 1, 2022. This report should detail the school's plans for addressing the Next Steps provided by the visiting team for each of the Priority Areas for Growth. The Commission requests that the school's revised School Improvement/Growth Plan is included with the First Report of Progress and Planning.

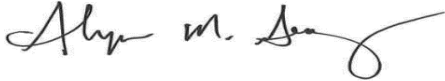
All Accredited schools must submit a required Three-Year Report of Progress and Planning, which, in the case of the Fairfield Warde High School, is due on May 1, 2024. Information about the proper preparation of the Three-Year Report of Progress and Planning will be provided to the school in the near future.

The Commission congratulates the school administration and faculty for completing the first two phases of the Accreditation Process: the Self-Reflection and the Decennial Accreditation Visit. The next step will be the Follow-Up Process, during which the school will continue to implement a School Growth/Improvement Plan, based on the school's Priority Areas aligned with the Standards for Accreditation and report progress toward implementing those priorities. The Commission's Follow-Up Seminars should help you and your faculty develop a schedule for implementing your Growth/Improvement Plan. In addition, the Commission's website includes information on Follow-Up procedures.

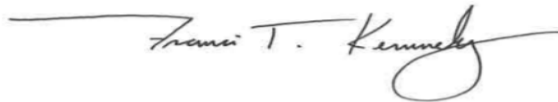
The school's Accreditation status will be reviewed when the Commission considers the First Report of Progress and Planning. The school's First Report of Progress and Planning should be submitted only by the principal through the Accreditation Portal by clicking on the green "Mark Progress Report Complete" button.

As well, please notify the Commission office immediately of any changes in the names of the principal and/or superintendent, along with their corresponding e-mail addresses, by submitting this information electronically to cpss-air@neasc.org.

Sincerely,



Alyson M. Geary



Francis T. Kennedy, Jr.

AMG/FTK/mv

cc: Michael Cummings, Superintendent, Fairfield Public Schools
Christine Vitale, Chairman, Fairfield Board of Education
Sharon Cournoyer, Chair of the Visiting Team
Sharon Cournoyer, Chair, Commission on Public Schools

SPECIAL EDUCATION DATA COLLECTION-SEPTEMBER 2021			
PPT/IEP	2018-19	2019-20	2020-21
Total Evaluations	764	651	836
Initial Referral	335	305	370
Eligible	154	142	194
Ineligible	129	85	127
Pending	52	78	49
504	2018-19	2019-20	2020-21
Initial Referral	250	236	259
Eligible	204	219	232
Ineligible	41	8	14
Pending	5	9	13
District	2018-19	2019-20	2020-21
Fairfield SPED Students	1256	1358	1361
Fairfield Prevalence Rate	12.90%	14.20%	14.50%
State Prevalence Rate	15%	15.60%	15.90%
Settlements	2018-19	2019-20	2020-21
Settlements	42	51	59
Elementary School	2	5	9
Middle School	6	13	18
High School	34	33	32
Outplaced Students			
September 2019		June 2020	
Outplaced Total	71		84
Elementary School	12		15
Middle School	6		8
High School	53		61
September 2020			June 2021
Outplaced Total	75		88
Elementary School	12		15
Middle School	6		8
High School	57		65
September 2021			June 2022
Outplaced Total	84		
Elementary School	10		
Middle School	13		
High School	61		
Contracted Psychiatric & Psychological Evaluations			
	2018-19	2019-20	2020-21
Evaluation Cost	\$298,098.00	\$284,479.00	\$263,965.00

BOARD OF EDUCATION
FAIRFIELD PUBLIC SCHOOLS
FAIRFIELD, CT

Policy Committee Meeting
Tuesday, October 5, 2021

5:00 PM

501 Kings Highway East

Meeting in Superintendent's Conference Room and Call In

Sign up for Public Comment in Board Room

Space in Superintendent's Conference Room is limited

Overflow seating will be available in the Board Room

Masks are required in BOE Central Office

To listen via your phone, call 408-418-9388, and use Meeting Number (access code): 233 181 83052

- Please Note: If you call in, you will not be heard by the board members
- Public Comment is in-person only; there is no call-in option for public comment.

Agenda

- I. Call to Order
- II. Approval of September 9, 2021 meeting minutes
- III. Policy
 - a. Update on Booster Clubs
 - b. Parent-Teacher Communication
 - c. Vaccination Policy
 - d. Grading Policy
- IV. Future Items
 - a. Parent Organizations and Booster Clubs
 - b. Fundraising
 - c. Homework Policy
 - d. Attendance

- e. Equitable Identification of Gifted and Talented Students
 - f. Equitable Criteria for Advanced Course or Program
 - g. Challenging Curriculum Policy
 - h. FAFSA Completion Report
- V. Open Discussion/Public Comment
- VI. Adjournment

Future Meetings: October 19, November 23, December 7.

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