



**BOE/CO
Friday Packet
May 5, 2023**

Upcoming Meeting Dates

Facilities Committee Agenda 5-8-2023

Facilities Committee Minutes 4-26-2023

Enclosure No. 1 for May 9: First Reading of 2023-2024 Budget Adjustments

Enclosure No. 2 for May 9: Approval of Budget Transfers 2022-2023 Fiscal Year

Enclosure No. 8 for May 9: BoE Regular Meeting Minutes April 25, 2023

5-5-2023 District Improvement Plan Update

5-5-2023 FPS Enrollment Projection Update

5-1-2023 FPS Enrollment



Upcoming Board of Education Meeting Dates **2023**

May 8	4:00 PM	Facilities Committee Superintendent Conference Room 501 Kings Hwy East
May 9	7:00 PM	Regular Meeting CO Board Room 501 Kings Hwy East
May 22	5:00 PM	Policy Committee (<i>Rescheduled from 5/23/2023</i>) Superintendent Conference Room 501 Kings Hwy East
May 23	7:00 PM	Student Awards and Regular Meeting Tomlinson Middle School 200 Unquowa Road
May 24	6:00 PM	BoE Special Meeting Sacred Heart University
May 30	5:00 PM	Policy Committee Superintendent Conference Room 501 Kings Hwy East

FAIRFIELD PUBLIC SCHOOLS

Board of Education Facilities Committee Special Meeting Agenda

501 Kings Highway East, Suite 210 -- Superintendent's Conference Room* and Call-in

May 8, 2023

4:00 PM

**Space in Superintendent's Conference Room is Limited*

To listen via your phone, call 408-418-9388, and use Meeting Number (access code): 234 329 34750

Please Note:

- ✓ If you call in, you will not be heard by the board members.
- ✓ Public Comment is in-person or via email to publiccomment@fairfieldschools.org; there is no live call-in option for public comment.
- ✓ The meeting recording will also be available (audio only) on the FPS YouTube Channel.

1. Call to Order and Roll Call
2. Approval of Minutes
3. Facility Use and Rentals
 - Review any feedback from finance committee on proposed rates.
 - Work with Superintendent Testani on suggested revisions to the administrative regulations related to building use and rentals.
4. Public Comment
5. Open Committee Comment
6. Adjourn

Board of Education
Facilities Committee Meeting Minutes
April 26, 2023 2:00 pm
Superintendent's Conference Room
501 Kings Highway East, Fairfield, CT

1. **Call to Order:** Meeting was called to order – 2:08 pm Present: Nick Aysseh (Chair), Christine Vitale, Bonnie Rotelli, Angelus Papageorge, Executive Director of Operations, Mike Testani, Superintendent, Green Teams presenters Meghan McKale, Allyson McGrath and Mary Hogue.
2. **Approval of January minutes 3-0**
3. **Green Teams Presentation:**
[link to presentation](#)
4. **Update: Capital and Maintenance Projects:**
Mr. Papageorge gave an update on the FLHS scoreboard, it is moving along – footings inspection tomorrow. TMS rooftop chiller ordered a month ago. OHS in design phase for bathroom project and the Board of Selectman is looking to appoint a building committee for the AC projects.
5. **Discussion: Facility Rentals (continued):**
Mr. Aysseh requested Mr. Papageorge breakdown the spreadsheet costs so we can send to finance committee for their input. The goal of reviewing and updating this is to identify and help offset costs. New proposed rates have custodial fees built into the rental prices. Need to review administrative regulations and discuss priorities regarding for profit/non-profit, Resident/non-resident etc. Committee discussed proposed flat rate fees and structure for different schools/facilities, process of reserving auditorium, going from school dude to master library, breaking down cost of church fee rentals and having a lower rate for a long term rental, need for insurance requirement in order to reserve space, parking lot fees for various events in town. Estimate of current breakdowns indicate a potential revenue of approximately \$250,000. This does not include the breakout of Parks and Recreation use, which amounts to approximately \$650,000. Committee discussed importance of knowing these numbers when working with the Town to illustrate the value provided.
6. **Public Comment:** None
7. **Open Committee Comment:** None
8. **Motion to adjourn:** 3-0 at 3:34 pm

Respectfully Submitted
Bonnie Rotelli



FAIRFIELD PUBLIC SCHOOLS

Enclosure No. 1
May 9, 2023

To: Michael Testani, Superintendent Board of Education

From: Courtney LeBorious *CL*

Date: May 5, 2023

Subject: 2023-2024 BOE Proposed Budget - adjustments

Thank you for shepherding such a positive budget process. We are grateful that the town bodies adopted the recommended Fiscal Year 2023-2024 Budget with the following adjustments:

Board of Education Proposed Budget:	\$210,695,578
Board of Selectman Proposed Budget:	\$210,195,578
Board of Finance Proposed Budget:	\$210,163,445
RTM Adopted Budget:	\$210,163,445

Net reduction from BOE Proposed to Adopted: (\$532,133)

I recommend making the adjustments to reduce the health insurance budget by \$500,000 and the pension budget by \$32,133. The insurance rates were initially budgeted with a projected 10% renewal rate increase based on the state's preliminary estimate for the Connecticut Partnership Plan. The insurance rates were finalized on April 13 at an 8% renewal rate. Second, the assessment received from the town actuary in late January with a flat amount for the upcoming year, resulting in the thirty thousand dollar budget savings.

Reduction from:

1. Insurance	11-2520-280-010	(\$532,133)
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FAIRFIELD PUBLIC SCHOOLS

Enclosure No. 2
May 9, 2023

To: Michael Testani, Superintendent Board of Education

From: Courtney LeBorious *CL*

Date: May 5, 2023

Subject: 2022- 2023 Fiscal Year- Requested transfers (third set)

We identified balances in our health insurance and staff accounts and request the approval of the following transfers for a total amount of total of \$1,313,285.

From:

- | | | |
|--|-----------------|-------------|
| 1. Insurance (Major Class 2) | 11-2520-280-010 | (\$724,173) |
| 2. Staff Replacement/Interns (Major Class 1) | 11-2640-253-029 | (\$589,112) |

To:

- | | | |
|---|-----------------------------------|-----------|
| 1. Technology Capital (Major Class 7) | 11-2230-541-010 | \$435,222 |
| 2. Software (Major Class 5) | 11-2230-501-010 | \$107,517 |
| 3. Maintenance/Facilities (Major Class 6) | | |
| Security (Window covers) | 11-2115-383-003 | \$42,710 |
| Security (iPhone) | 11-2530-460-010 | \$44,965 |
| Osborn Bathroom Renovation (increase) | 11-2530-395-850 | \$195,000 |
| RLMS Elevator replacement | 11-2530-395-560 | \$37,871 |
| (balance of nonrecurring) | | |
| 4. Instructional Services (Major Class 5) | 11-1104-401-040, 303-040, 030-070 | \$450,000 |

IT Capital/Software: We request funding for the remainder of the Chromebook units to maintain our five-year refresh cycle. This enabled us to reduce next year's ask for the budget and even out the refresh cycle. This will not cause a cliff as we reduced our next year request to include grade 6 and 9 and maintain the district's multiyear plan. We would also like to purchase interactive boards and docking stations for laptops. Finally, we'd like to invest in school dismissal manager, final site/website design upgrades and papercut technology for efficient print management.

Major Maintenance: We request funds to cover security related projects identified by the police department including window covers and intercom replacements, funds for the cost greater than estimated for the Osborn Hill Bathroom renovation, and the balance of the funds needed for the Rodger Ludlowe Middle School elevator replacement.

Instructional Services: Purchase literacy materials as described in the presentation – to vertically align curriculum and comply with state legislative requirement.

Fairfield Public Schools Statement of Account
Fiscal Year 2022-2023 by Major Classification, Balances as of 3/31/2022 (SUMMARY)

	A	B	C	E	H	I	J
<u>Projected Balance</u>	Q1	Q2	Q3	Q4	Approp. as Adopted	Transfers	Approp. as Amended
1 Personnel Services	2,198,629	1,146,367	589,112		121,808,303	(1,270,889)	120,537,414
2 Fixed Charges	474,000	599,500	724,173		34,737,581	(50,000)	34,687,581
3 Pupil Personnel	112,368	992,617	516,459		19,592,839	205,843	19,798,682
4 School Expense	4,031	26	-		2,640,750	(7,677)	2,633,073
5 Support Expense	(171,957)	(78,716)	83,938		5,179,335	(215,296)	4,964,039
6 Maint/Oper/Trans	13,268	30,747	(26,471)		16,461,409	729,372	17,190,781
7 Capital	16,744	2,570	27,612		2,071,338	608,648	2,679,986
9 <u>Total</u>	2,647,083	2,693,110	1,914,824	-	202,491,554	0.00	202,491,554

	A	B	C	E	H	I	J
<u>Unencumbered Balance</u>	Q1	Q2	Q3	Q4	Approp. as Adopted	Transfers	Approp. as Amended
10 Personnel Services	8,446,624	4,627,815	2,577,772		121,808,303	(526,128)	122,334,431
11 Fixed Charges	26,076,756	16,131,352	8,245,336		34,737,581	-	34,737,581
12 Pupil Personnel	1,840,210	(1,844,508)	(2,685,136)		19,592,839	705,843	18,886,997
13 School Expense	1,475,070	953,333	335,566		2,640,750	(2,523)	2,643,273
14 Support Expense	2,050,431	1,593,954	499,227		5,179,335	(220,542)	5,399,877
15 Maint/Oper/Trans	12,123,056	5,427,217	3,365,474		16,461,409	44,200	16,417,209
16 Capital	685,292	484,550	189,615		2,071,338	(850)	2,072,188
17 <u>Total</u>	52,697,440	27,373,713	12,527,854	-	202,491,554	0.00	202,491,554

**Statement of Account
Fairfield Public Schools
Fiscal Year 2022-2023**

Summary by Major Classification, Balances as of 3/31/2022 YTD Actual

		MAJOR CLASSIFICATION	BUDGET 2022-2023	Transfers (a/o 3/31/2023	REV BUDGET (a/o 3/31/2023)	YTD Actual (a/o 3/31/2023)	Enc. & Req (a/o 3/31/2023)	Proj Adtl Obligation (a/o 3/31/2023	PROJ BALANCE (a/o 9/30/2022)	PROJ BALANCE (a/o 12/31/2023)	PROJ BALANCE (a/o 3/31/2023)	PROPOSED TRANSFERS
PERSONNEL SERVICES												
1SAL	1	Salaries / Staff Replacement	115,594,106	(786,801)	114,807,305	71,289,533	42,585,990	(453,488)	1,980,007	1,385,270	559,699	(559,699)
1SUB	2	Substitutes (Includes Clerical Subs)	1,653,502	556,262	2,209,764	1,517,758	-	1,149,749	(146,318)	(457,743)	(183,472)	183,472
1SSUB	3	Sped Substitutes	275,381	(127,276)	148,105	85,560	-	(77,258)	162,358	139,803	23,666	(23,666)
1DEGREI	4	Degree Changes	270,475	(226,426)	44,049	-	-	3,210	(17,114)	40,839	44,049	(44,049)
1OT	5	Custodial OT	421,000	-	421,000	338,440	-	82,560	(24,102)	-	-	-
1INTERN	6	Interns	346,800	-	346,800	274,900	-	38,950	95,800	32,950	135,850	(135,850)
1SSUM	7	Sped Summer Scl Sal / Clerical Ext / Interns / Ex Curr	515,000	-	515,000	471,554	-	(11,494)	76,912	54,940	(6,680)	6,680
1XTRA	8	Mentor/Securit /Extra Cur	1,855,772	12,800	1,868,572	1,107,354	228,803	492,488	71,086	39,926	105,618	(105,618)
1W&B	9	Wage & Benefit	876,267	(699,448)	176,819	59,750	-	206,687	-	(89,618)	(89,618)	89,618
	10	Total Personnel Services	\$ 121,808,303	\$ (1,270,889)	\$ 120,537,414	\$ 75,144,848	\$ 42,814,794	\$ 1,431,405	\$ 2,198,629	\$ 1,146,367	\$ 589,112	\$ (589,112)
FIXED CHARGES												
2LIFE	11	Life Insurance / Disability	308,660	-	308,660	189,090	-	109,570	10,000	10,000	21,403	(21,403)
2HLT	12	Health Insurance	29,432,466	(50,000)	29,382,466	22,309,039	-	6,623,427	450,000	575,000	680,270	(680,270)
2FICA	13	FICA / Medicare	2,812,065	-	2,812,065	1,884,538	-	924,527	3,000	7,000	11,500	(11,500)
2PEN	14	Pension/401(a)	2,184,390	-	2,184,390	2,059,579	-	113,811	11,000	7,500	11,000	(11,000)
	15	Total Fixed Charges	\$ 34,737,581	\$ (50,000)	\$ 34,687,581	\$ 26,442,246	\$ -	\$ 7,771,336	\$ 474,000	\$ 599,500	\$ 724,173	\$ (724,173)
PUPIL PERSONNEL EXPENSES												
3SPED	16	SPED Expenses	14,849,568	705,843	15,555,411	12,553,718	6,034,335	(2,602,106)	(430,536)	445,128	49,318	-
3AID	17	Trans - Bus Aide	791,481	(100,000)	691,481	387,476	296,503	(113,658)	121,159	136,727	63,460	-
3TRAN	18	Trans - Contract	3,651,704	(400,000)	3,251,704	1,630,679	1,334,739	(135,459)	421,745	407,995	400,914	-
3TRANS	19	Trans - Summer School	300,086	-	300,086	246,367	-	53,720	-	2,767	2,767	-
	20	Total Pupil Personnel Expenses	\$ 19,592,839	\$ 205,843	\$ 19,798,682	\$ 14,818,239	\$ 7,665,578	\$ (2,797,504)	\$ 112,368	\$ 992,617	\$ 516,459	\$ -
SCHOOL EXPENSES												
4SCL	21	School Balances	2,397,122	(7,677)	2,389,445	1,365,664	687,978	335,803	(0)	762	-	-
4SS	22	Sch Copying / Inst Supp & Copying	243,628	-	243,628	180,346	63,519	(4,268)	4,031	(737)	-	-
	23	Total School Expenses	\$ 2,640,750	\$ (7,677)	\$ 2,633,073	\$ 1,546,009	\$ 751,497	\$ 331,535	\$ 4,031	\$ 26	\$ -	\$ -
SUPPORT EXPENSES												
5HR	24	Prof Growth Tuition & Other HR Accounts	280,827	-	280,827	87,036	59,914	133,871	6	326	428	-
5BOE	25	BOE Dues and Fees/NEASC	22,615	-	22,615	23,045	-	(430)	-	-	-	-
5LEGAL	26	Legal Business Svcs	594,500	-	594,500	370,906	268,952	138,317	(183,675)	(183,675)	(34)	-
5TECH	27	Tech Software - Instructional / Info Mngt	1,660,754	(40,991)	1,619,763	1,489,617	113,258	16,888	(0)	39,708	39,439	-
5TECHD	28	Tech Supplies - District	130,160	-	130,160	103,423	18,854	7,884	(0)	(0)	0	-
5TUIT	29	Magnet School Tuition	347,122	-	347,122	316,647	-	30,206	270	30,476	30,476	-
5SS	30	Postage /Copying /Med Supp Bus Sv Office Supp /Records / Info Svcs Printing/CED Tuition/Athletic Training/Inst Supp	320,779	-	320,779	222,685	52,851	23,217	22,026	16,242	12,388	-
5SEC	31	Security Purchase Expense	520,555	(155,561)	364,994	214,453	133,099	17,443	-	-	0	-
5INST	32	Instrl Services - Matls / PD / Prgm Asses	1,204,791	(2,732)	1,202,059	718,221	247,182	247,240	(10,585)	(25,651)	1,241	450,000
5BUS	33	Bus Sv - Prof Mtg Reim /Dues & Fees /Pub & Rsrch	72,792	(16,013)	56,780	5,886	650	50,244	-	43,860	-	-
5EXE	34	BOE Svc/Ex Adm	24,440	-	24,440	18,135	-	6,305	-	-	-	-
	35	Total Support Expenses	\$ 5,179,335	\$ (215,296)	\$ 4,964,039	\$ 3,570,053	\$ 894,759	\$ 671,184	\$ (171,957)	\$ (78,716)	\$ 83,938	\$ 450,000

**Statement of Account
Fairfield Public Schools
Fiscal Year 2022-2023**

Summary by Major Classification, Balances as of 3/31/2022 YTD Actual

		MAJOR CLASSIFICATION	BUDGET 2022-2023	Transfers (a/o 3/31/2023	REV BUDGET (a/o 3/31/2023)	YTD Actual (a/o 3/31/2023)	Enc. & Req (a/o 3/31/2023)	Proj Adtl Obligation (a/o 3/31/2023	PROJ BALANCE (a/o 9/30/2022)	PROJ BALANCE (a/o 12/31/2023)	PROJ BALANCE (a/o 3/31/2023)	PROPOSED TRANSFERS
MAINT / OPS / TRANS												
6TECH	36	Tech System & Equip Maint / Svc Contract / Infrastructure	996,887	36,307	1,033,194	807,223	195,594	30,377	0	(220)	16,577	107,517
6TRAIN	37	Tech Training	22,450	-	22,450	7,658	-	14,792	-	-	-	
6TRANS	38	Pupil Trans - Contract	5,158,171	-	5,158,171	4,745,458	191,446	217,933	3,335	108,901	109,884	
6VOAG	39	Pupil Trans - VOAG, Vo- Tech and Magnet Schools	247,248	-	247,248	204,562	98,906	(56,220)	-	(76,508)	(48,909)	
6OTH	40	Pupil Trans - Other Contracted Charges	184,549	-	184,549	108,005	70,022	6,851	(330)	(2,854)	8,192	
6MAIN	41	Maintenance Service Accounts	5,005,319	693,065	5,698,384	2,563,638	2,336,805	788,256	9,686	-	(112,364)	546,148
6SS	43	Equipment Repair - Schools	67,500	-	67,500	23,207	15,532	28,184	577	1,277	0	
6PHONE	44	Telephone	45,150	-	45,150	33,641	11,359	150	-	150	150	
6ELE	45	Electric	2,906,284	-	2,906,284	1,559,448	-	1,346,836	-	-	-	
6HEAT	46	Commercial Gas/Heat	1,641,251	-	1,641,251	724,335	-	916,916	-	-	-	
6WATER	47	Water	186,600	-	186,600	128,468	-	58,132	-	-	-	
	48	Total Main/ Ops /Transport	\$ 16,461,409	\$ 729,372	\$ 17,190,781	\$ 10,905,642	\$ 2,919,664	\$ 3,352,206	\$ 13,268	\$ 30,747	\$ (26,471)	\$ 653,665
CAPITAL OUTLAY												
7SPED	49	Special Ed Equipment	89,900	2,648	92,548	61,333	20,351	10,864	1	1	(1,102)	
7TECH	50	Technology Equipment	1,640,838	609,575	2,250,413	1,407,754	797,307	45,351	0	0	(0)	209,620
7SS	51	School Equipment	283,600	(3,575)	280,025	86,516	114,828	79,136	(455)	2,569	1,944	
7MAIN	52	Oper Plant & Equip / Risk Management	57,000	-	57,000	2,282	-	37,520	17,198	-	26,771	-
	53	Total Capital Outlay	\$ 2,071,338	\$ 608,648	\$ 2,679,986	\$ 1,557,884	\$ 932,487	\$ 172,871	\$ 16,744	\$ 2,570	\$ 27,612	\$ 209,620
	54	TOTAL	\$ 202,491,554	\$ 0	\$ 202,491,554	\$ 133,984,921	\$ 55,978,779	\$ 10,933,033	\$ 2,647,083	\$ 2,693,110	\$ 1,914,824	\$ 0

Statement of Account
Fairfield Public Schools
Fiscal Year 2022-2023

Summary by Major Classification, Balances as of 3/31/2022 YTD Actual

MAJOR CLASSIFICATION	BUDGET 2022-2023	Transfers (a/o 3/31/2023)	REV BUDGET (a/o 3/31/2023)	YTD Actual (a/o 3/31/2023)	Enc. & Req (a/o 3/31/2023)	Proj Adtl Obligation (a/o 3/31/2023)	PROJ BALANCE (a/o 9/30/2022)	PROJ BALANCE (a/o 12/31/2023)	PROJ BALANCE (a/o 3/31/2023)	PROPOSED TRANSFERS
55 Personnel Services	\$ 121,808,303	\$ (1,270,889)	\$ 120,537,414	\$ 75,144,848	\$ 42,814,794	\$ 1,431,405	\$ 2,198,629	\$ 1,146,367	\$ 589,112	\$ (589,112)
56 SPED	\$ 14,939,468	\$ 708,491	\$ 15,647,959	\$ 12,615,050	\$ 6,054,686	\$ (2,591,243)	\$ (430,535)	\$ 445,129	\$ 48,216	\$ -
57 SPED Transportation	\$ 4,743,271	\$ (500,000)	\$ 4,243,271	\$ 2,264,522	\$ 1,631,243	\$ (195,397)	\$ 542,904	\$ 547,489	\$ 467,141	\$ -
58 General Education Transportation	\$ 5,589,968	\$ -	\$ 5,589,968	\$ 5,058,025	\$ 360,374	\$ 168,564	\$ 3,005	\$ 29,540	\$ 69,167	\$ -
59 Technolgy	\$ 4,496,239	\$ 604,891	\$ 5,101,130	\$ 3,849,315	\$ 1,136,372	\$ 115,443	\$ (0)	\$ 39,638	\$ 56,166	\$ 317,137
60 Maintenance	\$ 5,655,666	\$ 521,492	\$ 6,177,158	\$ 2,786,258	\$ 2,470,553	\$ 893,463	\$ 26,884	\$ 43,860	\$ (85,593)	\$ 546,148
61 Human Resources	\$ 875,327	\$ -	\$ 875,327	\$ 457,942	\$ 328,866	\$ 272,188	\$ (183,669)	\$ (183,350)	\$ 394	\$ -
62 School Services	\$ 671,879	\$ (3,575)	\$ 668,304	\$ 332,408	\$ 183,212	\$ 130,536	\$ 22,148	\$ 20,087	\$ 14,332	\$ -
63 Utilities	\$ 4,734,135	\$ -	\$ 4,734,135	\$ 2,412,251	\$ -	\$ 2,321,884	\$ -	\$ -	\$ -	\$ -
64 Instruction	\$ 1,204,791	\$ (2,732)	\$ 1,202,059	\$ 718,221	\$ 247,182	\$ 247,240	\$ (10,585)	\$ (25,651)	\$ 1,241	\$ 450,000
65 School Balances (Includes copying)	\$ 2,640,750	\$ (7,677)	\$ 2,633,073	\$ 1,546,009	\$ 751,497	\$ 331,535	\$ 4,031	\$ 26	\$ -	\$ -
66 Fixed Charges	\$ 34,737,581	\$ (50,000)	\$ 34,687,581	\$ 26,442,246	\$ -	\$ 7,771,336	\$ 474,000	\$ 599,500	\$ 724,173	\$ (724,173)
67 All Other Accounts	\$ 394,177	\$ -	\$ 394,177	\$ 357,827	\$ -	\$ 36,080	\$ 270	\$ 30,476	\$ 30,476	\$ -
68 TOTAL	\$ 202,491,554	\$ 0	\$ 202,491,553	\$ 133,984,921	\$ 55,978,779	\$ 10,933,033	\$ 2,647,083	\$ 2,693,110	\$ 1,914,824	\$ 0

**Regular Meeting Minutes
Fairfield BoE, April 25, 2023, 7:00 PM**

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 and FPS YouTube.

Voting Summary

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

Chairman Jennifer Jacobsen called the Regular Meeting to order at 7:07PM. Present were members Jessica Gerber, Carol Guernsey, Jennifer Jacobsen, Crissy Kelly, Jennifer Maxon-Kennelly, Jeff Peterson, Bonnie Rotelli, and Christine Vitale. Others present were Superintendent Mike Testani, members of the central office leadership team, staff, and approximately 55 members of the public.

Mr. Nick Aysseh arrived at 8:59PM.

Old Business

Adoption of Policy 6142.101: Student Nutrition and Physical Activity

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion “that the Board of Education adopt policy 6142.101: Student Nutrition and Physical Activity.”

Mrs. Mrs. Maxon-Kennelly moved/Mr. Aysseh seconded an amendment to the motion “on the final red bullet point, to add after the word “discipline” on the third line, “during the school day.” (See Page B of Enclosure 3 from the March 14, 2023 meeting.)

Mr. Aysseh, Mrs. Gerber, Mrs. Kelly, Mrs. Maxon-Kennelly, Mr. Peterson, Mrs. Rotelli, and Mrs. Vitale voted in favor. Ms. Guernsey and Mrs. Jacobsen were opposed.

Motion passed 7-2-0.

Back to the original motion as amended.

Mr. Aysseh, Mrs. Gerber, Ms. Guernsey, Mrs. Jacobsen, Mrs. Kelly, Mrs. Maxon-Kennelly, Mr. Peterson, Mrs. Rotelli, and Mrs. Vitale voted in favor.

Motion passed 9-0.

New Business

Approval of Healthy Food Certification for the 2023-2024 School Year

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the combined recommended motions:

“Recommended Motion for Healthy Food Option: “Pursuant to C.G.S. Section 10-215f, the Board of Education or governing authority 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, 2023, through June 30, 2024. 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, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.”

Recommended Motion for Combined Food and Beverage Exemptions: “that the Board of Education or governing authority will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and 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. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food and beverage sales.””

Mr. Aysseh, Mrs. Gerber, Ms. Guernsey, Mrs. Jacobsen, Mrs. Kelly, Mrs. Maxon-Kennelly, Mr. Peterson, Mrs. Rotelli, and Mrs. Vitale voted in favor.

Motions passed 9-0.

Approval of RLMS Roof Replacement Project #051-0152RR

Mrs. Gerber moved/Mr. Peterson seconded the recommended motion “that the Board of Education accept RLMS Replacement Project #051- 0152RR as complete.”

Mr. Aysseh, Mrs. Gerber, Ms. Guernsey, Mrs. Jacobsen, Mrs. Kelly, Mrs. Maxon-Kennelly, Mr. Peterson, Mrs. Rotelli, and Mrs. Vitale voted in favor.

Motion passed 9-0.

Discussion* and Possible Action on Custodians Successor Collective Bargaining Agreement

**Part of this discussion may be held in executive session.*

Mr. Aysseh moved/Mrs. Vitale seconded the recommended motion “The Fairfield Board of Education hereby moves to provide funding for and to otherwise approve the Tentative Agreement for a successor collective bargaining agreement with the Custodians Union for the period of July 1, 2022 through June 30, 2025. The Board further delegates to the Chair the authority to execute the final contract document on behalf of the Board.”

Mr. Aysseh, Mrs. Gerber, Ms. Guernsey, Mrs. Jacobsen, Mrs. Kelly, Mrs. Maxon-Kennelly, Mr. Peterson, Mrs. Rotelli, and Mrs. Vitale voted in favor.

Motions passed 9-0.

Discussion and Possible Action on FEMA Reimbursement

Mrs. Vitale moved/Mrs. Gerber seconded the recommended motion “that the Board of Education authorizes the Chair and Superintendent to request and work in collaboration with the First Selectwoman to authorize the transfer of FEMA reimbursement funds to the Board of Education from the town and with the Board of Finance on the use of the FEMA reimbursement funds in the amount of \$355,370.49 for disaster-related activities performed by the Board of Education in Fiscal Years 2019-2020 and 2020-2021.”

Mr. Aysseh, Mrs. Gerber, Ms. Guernsey, Mrs. Jacobsen, Mrs. Kelly, Mrs. Maxon-Kennelly, Mr. Peterson, Mrs. Rotelli, and Mrs. Vitale voted in favor.

Motions passed 9-0.

Approval of Minutes

Mr. Peterson moved/Mrs. Gerber seconded the recommended motion “that the Board of Education approve the March 14, 2023 BoE Regular Meeting Minutes and the March 29, 2023 BoE Special Meeting Minutes.”

Mr. Aysseh, Mrs. Gerber, Ms. Guernsey, Mrs. Jacobsen, Mrs. Kelly, Mrs. Maxon-Kennelly, Mr. Peterson, and Mrs. Vitale voted in favor. Mrs. Rotelli abstained.

Motions passed 8-0-1.

Adjournment

Mrs. Rotelli moved/Mr. Peterson seconded the recommended motion “that this Regular Meeting of the Board of Education adjourn.”

Mr. Aysseh, Mrs. Gerber, Ms. Guernsey, Mrs. Jacobsen, Mrs. Kelly, Mrs. Maxon-Kennelly, Mr. Peterson, Mrs. Rotelli, and Mrs. Vitale voted in favor.

Motion passed 9-0.

Meeting adjourned at 10:55PM.

Detailed Minutes

Student Reports

Ms. Zoe Zwerlein reported for Walter Fitzgerald Campus: Students planted pollinator and edible plant gardens; a mentorship program has been established with Geraldine Claytor Magnet School; Jackson Lab materials were used to learn biotechnology skills; the student-led forensic podcast featured SRO Tiffany Bennett as its first guest; last spring’s beehives are being maintained; psychology students created a mood meter for a daily emotional intelligence check-in; and cultural celebrations and presentations take place each month.

Mr. Aniket Martins and Ms. Freitas reported for Fairfield Ludlowe High School: Military representatives from all branches were available during student lunch waves to discuss recruitment and ROTC options; the RENT musical will take place this weekend; Flagman gave a presentation on roadside safety; the American Cancer Society is running the 'paint the school purple' campaign; Warner House won Battle of the Houses on March 30; Nobel prize winner in medicine and RLHS alumnus, Dr. Kaelin, visited and interacted with students; Auschwitz survivor Eugene Ginter spoke to a packed auditorium about his story; congratulations were extended to the model UN team, specifically Grace Coyne for winning outstanding delegate and Aniket Martins for winning best delegate; AP exams will take place soon; and the music program students took a trip to Disney.

Ms. Moczerniuk and Ms. Ryan reported for Fairfield Warde High School: the Fiddler on the Roof drama production takes place in early May; wellness week is taking place in the library commons; the DECA team is competing in Florida; junior and senior proms take place in mid-May; the mock crash will take place on May 12; spring sports are underway; senior awards night is scheduled for June 8th; seniors will have the opportunity to visit their elementary schools on Friday June 9th.

Mrs. Vitale welcomed new WFC student representatives and said she is looking forward to touring the campus.

Presentations

Recognition of Excellence: Odyssey of the Mind

Mr. Testani recognized and celebrated the Odyssey of the Mind Teams from Burr Elementary and Fairfield Warde High School, who earned the opportunity to compete at the upcoming World's competition, to be held at Michigan State University over Memorial Day weekend. Mrs. Maxon-Kennelly introduced the teams and gave a brief account of their winning entries.

Curriculum Status Update: Family Consumer Science (FCS)

Dr. Zavodjancik, Ms. Keleher, Ms. Huber and Ms. Hastings presented the update. FCS offers 24 courses and has 16 teachers and 4100 students. Implementation highlights for Fashion Business & Design include increased opportunities supporting inclusion and social emotional wellness, a social media connection to keep pace with trends and business methods, and electronic payments for student-led businesses. In Culinary Arts, implementation highlights include e-portfolios, social media presence, instructional use of online videos, more attention to life skills, and integrated STEAM course work. In Human Development and Family Studies, implementation highlights include continual updating of implementation guides to reflect recent research and professional development.

The group responded to Board questions:

- FCS course enrollment varies over the years and depends on availability in student schedules.
- The longer blocks of time at the middle school level have been a bonus and work well for FCS courses.
- Food Services 1, 2 and 3 run together in a mixed level class.
- The FLHS restaurant kitchen maxes out with 12 students and the culinary room maxes out with 16 students.
- Additional curricula changes include alignment with Housatonic Community College, flexibility with independent learning, electronic payments at the boutique, and social media marketing.
- FCS courses are all electives and are not part of graduation requirements.
- Child Development courses require a commitment of a whole period plus a mini lab period.
- Falcon's Nest and Barlows are student-run restaurants that advertise within each high school.

Third Quarter Financial Report

Ms. LeBoriorous reported on the third quarter financials. Personnel Services has larger than anticipated attrition and vacancies, with a growing gap for substitutes as vacant positions were filled with subs. In Fixed Charges, the budget

assumed approximately 20 more individuals than are currently enrolled in health insurance. Pupil Personnel Expenses currently shows a net amount of \$516K due to a surplus in transportation, lower than projected costs for OT, PT and speech services, and projected tuition expenses. School Expenses, Support Expenses, Maintenance/Operation/Transportation and Capital were also reviewed.

Ms. LeBoriosis responded to Board questions:

- The substitute fill-rate is good. The substitute budget has been exceeded and funds had to be transferred from the teaching line.
- The transfers listed in column I of the attachment are cumulative, and amounts have increased since the Board approval in January.
- Accounts have not been frozen; school expense accounts have been swept into a single account. Schools may still request and use funds to cover expenses. It's a different methodology than has been used in the past.
- Utilities were over-budgeted this year for a number of reasons. There will be additional spending before the year-end within the maintenance major classification to cover critical projects. Additional information will be provided at the next Board meeting.
- Excess cost is 73.7% reimbursement and \$100K less than the most recent projection. The exact number of excess cost reimbursement will be provided.
- Mr. Papageorge said there has not been a significant number of unbudgeted emergencies. Projects that come to mind are Sturges field safety improvements and Warde bleacher replacement.

Mrs. Jacobsen said she will request a facilities update at the next Board meeting.

New Proposed English Language Arts (ELA) Resource Update and First Read

Mr. Testani thanked Ms. Goss for her team's work on the ELA program research and welcomed Dr. Gillis.

Ms. Goss presented the ELA resource update and thanked principals, LAS coaches, teachers, program directors, the PK-12 ELA steering committee and Dr. Gillis - a FPS partner and 'Literacy How' President. CT's Right to Read legislation systematizes a statewide reading response, based on the science of reading for PK-3. The Science of Reading is a vast, interdisciplinary body of scientifically-based research about reading and issues related to reading and writing. A graph of the Science of Reading displayed the complex woven connections among word recognition, language comprehension, reading comprehension and skilled reading. FPS works with Literacy How in supporting the Early Literacy Academy at McKinley Elementary, Professional Learning of structured literacy, and the new ELA PK-12 curricula. FPS selected the World of Wonders (WoW) for PK with a total cost of \$59K. FPS selected Into Reading for Grades K-5 with a total cost of \$1.5M divided in 3 installments. The proposed spending for both programs in 2022-2023 is \$450K. Curriculum design is expected to begin on May 30, 2023, with a presentation to the Board in November 2023.

FPS educators Ms. Bardinelli and Ms. Vigeant introduced McGraw Hill representative, Ms. Condon, to present the PK World of Wonders program. Examples of organized lesson plans, professional resources, and support instruction with digital resources were provided in a comprehensive Powerpoint.

Ms. Goss, Ms. Bardinelli, and Ms. Vigeant responded to Board questions:

- World of Wonders is differentiated for 3 and 4-year olds.
- The program will be hands-on; the digital component will not be prioritized.
- Four PK programs were reviewed. Three PK educators were part of the initial program review. All PK teachers were invited to the WoW presentation.
- Alignment with Into Reading will be further reviewed.
- All KDG students will be supported at their level, regardless of the PK curriculum they had access to.

- PK curriculum will be built around a half-day program and will be consistent across all classrooms.
- Consideration will be given to providing WoW to the PK child development programs at the high schools.
- Speech and language pathologists will take part in the curriculum development process.
- Norwalk has adopted WoW and they are very happy with it.
- A Google Q/A doc will be provided to the Board for additional questions.

FPS educator Ms. Ioanna introduced Houghton Mifflin Harcourt representatives Ms. Cason and Ms. Joseph to present the Into Reading program. High interest texts, explicit foundational skills instruction, exceptional language development and vocabulary instruction, ease of use for teachers and students, and flexible resources for differentiation and intervention are what makes Into Reading an exceptional program. A comprehensive Powerpoint included many details.

Ms. Goss, Ms. Ioanna, Ms. Cason and Ms. Joseph responded to Board questions:

- Initial review of multiple programs involved anywhere between 38-50 PK-5 teachers and administrators, after which 2 programs topped the list. Twelve teacher volunteers reviewed the top 2 programs, EL Education's Imagine Learning, and HMH Into Reading.
- At the final program meeting, 16 principals and/or coaches voted to adopt Into Reading, based on all the previously gathered information and feedback.
- The state has not yet released the names of districts with approved waivers. Several districts in MA and NY have adopted Into Reading, and are reporting strong efficacy.
- HMH will offer onsite and virtual professional development. Dr. Gillis will also offer professional development.
- With the Board's approval on May 9, purchases and professional development may begin.
- Some of the program tweaking will occur around assessments, additional scaffolds, and enrichment materials.
- The list of the award winning texts used in the program will be provided.
- The FPS curriculum will have a framework that offers consistency and flexibility with primary and supplemental resources.
- Part of the digital component will not be purchased. There will be access to videos for whole class and home viewing.
- Plans are in the works to explore the middle school component.
- The program will be implemented for all grade levels, K-5, at the same time.
- The first few modules in each year are a review to ensure mastery. New universal screeners and diagnostics will also be in place.
- A newsletter was sent to families providing access to all the material.

Mrs. Jacobsen requested more information on the writing component and said the Google Q/A doc will be available for additional questions.

Mr. Testani said that he thought it was a powerful statement from an educator in our district, to say that the program eliminates guesswork. He also said the program should be viewed as an evolution from 11 years ago since the curriculum was last reviewed, and it will continue to evolve over the next 10 years; there are some unknowns and many opportunities.

Old Business

Adoption of Policy 6142.101: Student Nutrition and Physical Activity

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion "that the Board of Education adopt policy 6142.101: Student Nutrition and Physical Activity."

Mrs. Maxon-Kennelly moved/Mr. Aysseh seconded an amendment to the motion “on the final red bullet point, to add after the word “discipline” on the third line, “during the school day.” (See Page B of Enclosure 3 from the March 14, 2023 meeting.)

As an example, Mr. Aysseh clarified that the amendment would allow coaches to direct students to “do laps.”

Motion Passed: 7-2-0

Favor: Mr. Aysseh, Mrs. Gerber, Mrs. Kelly, Mrs. Maxon-Kennelly, Mr. Peterson, Mrs. Rotelli, and Mrs. Vitale

Oppose: Ms. Guernsey, Mrs. Jacobsen

Back to the original motion as amended.

Motion Passed: 9-0

New Business

Approval of Healthy Food Certification for the 2023-2024 School Year

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the combined recommended motions:

“Recommended Motion for Healthy Food Option: “Pursuant to C.G.S. Section 10-215f, the Board of Education or governing authority 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, 2023, through June 30, 2024. 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, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.”

Recommended Motion for Combined Food and Beverage Exemptions: “that the Board of Education or governing authority will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and 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. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food and beverage sales.””

Motions Passed: 9-0

Approval of RLMS Roof Replacement Project #051-0152RR

Mrs. Gerber moved/Mr. Peterson seconded the recommended motion “that the Board of Education accept RLMS Replacement Project #051- 0152RR as complete.”

Motion Passed: 9-0

Discussion and Possible Action on Custodians Successor Collective Bargaining Agreement

Mr. Aysseh moved/Mrs. Vitale seconded the recommended motion “The Fairfield Board of Education hereby moves to provide funding for and to otherwise approve the Tentative Agreement for a successor collective bargaining agreement with the Custodians Union for the period of July 1, 2022 through June 30, 2025. The Board further delegates to the Chair the authority to execute the final contract document on behalf of the Board.”

Motion Passed 9-0

First Reading Policy 6148: Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA)

Mrs. Maxon-Kennelly welcomed questions on the policy and said it was fairly straightforward.

First Reading of Policy 4118.6-4218.6: Cell Phone Use

Mrs. Maxon-Kennelly welcomed questions and said staff had requested the update. Mrs. Gerber questioned the inconsistent use of the terms cellular vs. cell. Mr. Peterson questioned the statement ‘for business calls only.’ Ms. LeBorior said this is an older policy and she will make those corrections before the next meeting.

First Reading of Policy 6161: Instructional Resources

Mrs. Maxon-Kennelly said the policy has been reintroduced as a first read based on feedback and added that the FEA president supported the means to achieve consistency and did not voice an objection during the policy committee meeting.

Ms. Guernsey said she does not support Section II because there is a finite number of tradebooks for whole class instruction and Board approval is required for every tradebook. Mrs. Maxon-Kennelly said that Section II is not all encompassing and there are tradebooks that would not require Board approval.

Mrs. Vitale shared Ms. Guernsey’s concerns and will consider forwarding an amendment that clarifies the language surrounding tradebooks. Dr. Zavodjancik said read-alouds are ancillary materials and would not require Board approval.

Mrs. Gerber said she also has some reservations over the wording and is interested in what the amendment may look like.

Mr. Peterson said he is in favor of the policy and thanked Dr. Zavodjancik for meeting with him and providing context.

Dr. Zavodjancik said the policy provides clarity on textbooks and assured experiences; clarification will be provided on amending the curriculum document at the Board table.

Mrs. Maxon-Kennelly said she could review any amendment language at Monday’s policy committee meeting, provided it is received by Thursday. Otherwise, she asked that amendment language be sent to the whole Board prior to the next Board meeting.

First Reading of Ed Specs for McKinley Roof

Mr. Papageorge said it is a cold-apply roof with the standard 1 page ed specs.

First Reading of Ed Specs for Holland Hill Roof

Mr. Papageorge said the roof was not part of the Holland Hill building project. Mr. Aysseh said the roof replacement process should be reviewed going forward. He felt strongly that the roof could have been replaced at a reduced cost during the construction phase. Mrs. Vitale suggested adding roofs into the ed specs.

Discussion and Possible Action on FEMA Reimbursement

Mrs. Vitale moved/Mrs. Gerber seconded the recommended motion “that the Board of Education authorizes the Chair and Superintendent to request and work in collaboration with the First Selectwoman to authorize the transfer of FEMA reimbursement funds to the Board of Education from the town and with the Board of Finance on the use of the FEMA reimbursement funds in the amount of \$355,370.49 for disaster-related activities performed by the Board of Education in Fiscal Years 2019-2020 and 2020-2021.”

Mr. Testani said the district will be adding security items such as cameras. Mrs. Jacobsen said this item will move on to the Board of Finance.

Motion Passed: 9-0

Approval of Minutes

Mr. Peterson moved/Mrs. Gerber seconded the recommended motion “that the Board of Education approve the March 14, 2023 BoE Regular Meeting Minutes and the March 29, 2023 BoE Special Meeting Minutes.”

Motion Passed: 8-0-1

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

Superintendent Report

Mr. Testani reported that the RTM will vote on the 2023-2024 budget on Monday. The BoS reduced the BoE budget by \$500K.

Mr. Testani reported on district highlights:

- FWMS Band Director Jeff Derosier has been awarded a fellowship to study in Ireland.
- Congratulations to Sofia Dillabough on earning the prestigious Gold Congressional Award.
- FLHS students and teacher Melanie Karmazin prepared an impressive tasting menu to demonstrate their culinary skills.
- TMS was the most recent group that partnered with Goodwin University to benefit from a mobile classroom.
- The FLHS scoreboard will be functional for the spring and the new scoreboard is expected to be delivered in mid-May.
- On Monday, the Parentsquare platform will be rolled out to 5 schools.
- Congratulations to Holland Hill Principal Molly Farrell on receiving the Outstanding Elementary School Principal Award.
- Congratulations to Mill Hill Elementary School for being named a Green Ribbon School by the USDE.
- This morning, Commissioner Charlene Russell-Tucker visited McKinley and was very impressed.
- Current 4th grade advanced math students will have 2 options for next year to continue with 5th grade advanced math.
- The SLAM consultants will present their redistricting findings on June 13. Additional meetings may take place over the summer to meet the redistricting plan deadlines.

Committee/Liaison Reports

Mr. Aysseh reported for the Facilities Committee: Tomorrow's meeting will feature a Green Team presentation, and the facility use and rentals discussion will continue.

Mrs. Maxon-Kennelly reported for the Policy Committee: The Policy Committee will work on the grading policy in the hope to present it to the Board in June.

Mrs. Maxon-Kennelly reported for Parks/Rec: Camp Dwight still has openings, CIT applications are due May 1st.

Mr. Peterson reported for the Finance Committee: The next meeting is May 3rd.

Mrs. Vitale reported for Fairfield Cares: The upcoming May 17 community event will feature guest speaker Dr. Eli Leibowitz.

Mrs. Rotelli reported for SEPTA: The meeting takes place tomorrow night and will feature an executive function coach.

Open Board Comment

Ms. Guernsey chaperoned the Ludlowe music trip to Disney as a parent and said it is a wonderful performance opportunity and workshop.

Mrs. Vitale thanked Mr. Papageorge and Mr. Morabito for their multi-year role in Fairfield's recent HVAC funding award. Mr. Aysseh added that a building committee may be assigned next week.

Public Comment

Bob Smoler, FEA President: There remains some hesitation with the Instructional Policy. He thanked the Board for working together to address concerns; he wants to ensure that teacher autonomy still exists. He hopes that teacher input is included in the upcoming grading policy.

Adjournment

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

Motion Passed: 9-0

Meeting adjourned at 10:55PM.

*Respectfully submitted by
Carol Guernsey
Fairfield Board of Education
Secretary*



Mr. Michael J. Testani
Superintendent
Phone: 203-255-8371
FAX: 203-255-8273

MEMORANDUM

To: Board of Education Members

From: Mr. Michael J. Testani, Superintendent
Executive Team Members

Date: May 5, 2023

Re: District Improvement Plan Update

The 2022-2027 District Improvement Plan was developed based on six strategic focus areas: Academics, SEL & Equity, Professional Development, Growth, Student Support, and Community. The following is a summary of work in each of those areas that currently is in progress and planned for the upcoming school year:

A. Academics

Strategic Initiative	2022-23 Activities & 2023-24 Plans
<i>Standards-based & Culturally Responsive Curriculum</i>	<u>English Language Arts:</u> Program and resource adoption will be discussed at the May 9 BOE meeting and with approval, programs can be purchased for the “kick-off” for the new PK-12 ELA standards-based, culturally responsive curriculum that is scheduled for Tuesday, May 30. Curriculum writing will continue in the summer and will be completed during the months of September and October. The completed PK-12 curriculum will be presented to the BOE in November 2023 for approval at a December 2023 BOE meeting. Once approved, professional learning can begin in January 2024 to prepare teachers and leaders for a fall 2024 implementation.
	<u>District Implementation:</u> A UbD framework has been developed for the district and enacted. All new curricula will follow the template with standardized expectations and information. The district has begun looking at a <i>Culturally Responsive Rubric</i> . We have gathered other rubrics from districts and will make a Fairfield rubric to guide our curriculum reviews.

<i>Gifted Program</i>	Site visits began to collect relevant information regarding gifted and talented programming. A number of options are available. The district will determine the direction of the available options to plan a TAG program.
<i>Implementation Guides</i>	A common implementation guide protocol was finalized and is being used in all curriculum and implementation updates. Departments have been inventoried for curriculum and implementation articulation. In general, core courses have completed implementation guides. Department leaders continue to work on course implementation revisions, common and performance tasks, and learning plans in alignment with the approved curriculum.

B. SEL & Equity

Strategic Initiative	2022-23 Activities & 2023-24 Plans
<i>Social/Emotional MTSS</i>	Currently Social Workers and School Psychologists are utilizing DESSA data to provide services to students who are identified as “Need of Instruction” in specific SEL competency areas. School psychologists and social workers are completing a draft MTSS SEL process at this time to implement during the 2023-2024 school year. The district level SEL team will continue to collaborate with the curriculum department to further develop the MTSS process that aligns SEL with academic expectations and interventions to holistically address students’ needs
Explicit SEL Instruction and Professional Learning	School psychologists and social workers are using several evidence-based methodologies to provide explicit instruction to students in SEL competencies, including the Mind Up and Second Step. For the upcoming school year, the district will be investing in a comprehensive Pre-K 12 evidence based SEL program “Move this World” (MTW). This evidence-based social emotional learning program is an effective way to promote students’ healthy social and emotional development, increase academic performance, and support young people’s success and well-being in school. Starting in the 2023-2024 school year, we will provide all FPS staff with professional learning in SEL through implementation of the MTW program with students. Staff will utilize the MTW program to regularly provide direct SEL instruction to students in general education settings.
<i>Targeted Supports for Underserved Students</i>	The “Move This World” program has parent resources and student materials available in Spanish with other languages coming soon. We will target increasing parent engagement via the “Move this World” parent component, so students and families have opportunities to develop and practice SEL skills in the home. We will also be focusing on ensuring that diverse students are represented in SEL materials and content and to help educators understand how culture plays a role in the development and expression of SEL competencies.
<i>Rigorous Course Enrollment</i>	The high school teams have engaged in a review of the course selection process in order to target students and families to expand their discussions on course possibilities. They have also conducted data reviews to identify strengths and areas of growth by department and have implemented protocols for School Counselors to use when engaging in course selection conversations with students who may not see themselves in a higher-level course.

<i>Attendance</i>	Many of the schools participated in the CSDE-sponsored workshops on a multi-tiered approach to improving attendance in schools through engagement, partnerships, and early intervention. This year we launched the District Attendance Team, which meets monthly to discuss trends, share best practices, and identify new strategies/resources. Additionally, they have been working on drafting a staff handbook on attendance protocols and processes and have revised the chronic absenteeism letter which will include softened language and student, grade level, school attendance data for the 2023-24SY.
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C. Professional Development

Strategic Initiative	2022-23 Activities & 2023-24 Plans
<i>Professional Learning</i>	<p><u>Diversity, Equity & Inclusion</u> - Partners for Educational Leadership will be conducting focus groups at the five secondary schools to develop an understanding of the degree to which students, teachers, staff, and parents feel a sense of belonging in FPS. They plan to gather information about student experiences in relation to their feelings of acceptance and belonging within school and determine recommendations to ensure that every student has an inclusive and equitable learning experience. Additionally, Dr. Derrick Gay, a renowned diversity and inclusion strategist with over 24 years in the field, will provide professional learning to faculty, staff, parents, and board members so that we have a common language and understanding of diversity, equity, inclusion, and belonging (DEIB) and develop strategies to foster a more inclusive environment for all learners, staff, and families.</p> <p><u>Literacy How Structured Literacy</u>: PreK teachers and Speech & Language Pathologists participated in 3 ½ days of PD; Grade K teachers participated in 8/10 of the sessions/20 hours of the 25 hours scheduled in the series so far and Special Education teachers participated in 8/11 sessions to date. Grades 1, 2 and middle school LASS, reading teachers and SRBI coordinators will participate in the series beginning in October of 2023.</p>
<i>Evaluation & Feedback Systems</i>	Our evaluation framework was designed and was under review. District administrators participated in two rounds of feedback and alignment testing during the 22-23 school year. During this time, the state legislature raised a bill on Teacher Performance Evaluations (HB 6757). This bill, if passed, will have implications for our evaluation system in its next iteration. We have paused our design team, planning, and implementation in order to allow the district to be in alignment with the state legislature if passed. The district's PDEC team has met three times. During the last meeting, the team reviewed the legislation and how the district should implement it, if passed, in the near future.
<i>Diverse & Qualified Candidate Hiring</i>	<p><u>Marketing & Branding Campaign</u> – Fall 2022, Human Resources committed to increase FPS's visibility using a multifaceted approach. Redesign of the HR page on the website and increase online presence by working with the Director of Communications. Targeted marketing utilizing digital and static billboards, radio and print ads.</p> <p><u>Increasing Educator Diversity Coaching Series</u> - Twelve administrators and teachers participated in six CSDE/CES coaching sessions to begin the creation of developing a district plan to increase the racial, ethnic, and linguistic diversity of FPS staff. Through these sessions the Recruitment & Retention Committee was formed.</p>

	<p><u>Recruitment & Retention Committee</u> - Currently twelve administrators and teachers comprise this committee, which is tasked with examining current recruitment and retention strategies and adding new strategies, as appropriate and aligned with district needs. The committee is in the process of establishing a district-wide applicant screening and interviewing process and has committed to ensuring FPS is visible to the community, through targeted marketing.</p>
	<p><u>Career Pathways</u> - Fall 2022 new partnerships were formed that facilitate grow-your-own pipelines for non-certified staff. These partnerships with Fairfield University, Relay School of Graduate Education, and the CT Teacher Residency Program (in its 3rd year) will increase the certified candidate pool in our teacher shortage areas.</p>

D. Growth

Strategic Initiative	2022-23 Activities & 2023-24 Plans
<i>School Improvement Plans</i>	School teams drafted SIP goals focused on improving student achievement, attendance, and access to honors/AP courses. Administrators engaged in a mid-year review of SIP goals and strategies, including a discussion of progress and necessary adjustments. Schools will wrap up the 2022-23 school year with an end-of-year SIP review, highlighting their accomplishments and successful strategies. They will also spend time during the summer drafting 2023-24 SIPs, which will be a continuation of the work and provide cohesion across school years.
<i>Strategic Alignment</i>	All SIPs were drafted so that they are aligned with the District Improvement Plan and aligned across the level (elementary, middle, and high schools). Additionally, there is alignment between the SIPs and administrator and teacher goals, so that there is shared ownership of the work. Professional learning at the building level for the 2022-23 school year was aligned to the school improvement goals.

E. Student Support

Strategic Initiative	2022-23 Activities & 2023-24 Plans
<i>Multi-Tiered Support System & Responsive/Research Based Instruction</i>	<p><u>Literacy</u>: Considerable attention was given to improve the quality and quantity of literacy research-based programs for our LAS interventionists to provide tier two and tier three intervention to students in our elementary and middle schools. At the elementary level, two new interventions were added: UFLI - to address student needs in K-2/3 who need intervention support with foundational skills, while REWARDS Intermediate and Secondary training most recently took place to support grades 3/4-8 students who require more support in word work, vocabulary/ comprehension and fluency. These research-based programs are appropriately added to Fairfield's "Intervention Toolkit" to support our multi-tiered support system with embedded progress monitoring to determine student response to instruction through an analysis of data points while examining student progress against the trajectory</p>

	of benchmark performance. We have budgeted for the identification of additional research-based programs to support students in reading and writing for SY 23-24.
<i>Data-driven decision making</i>	Based on feedback from building administrators, we are working on the launch of Decision Ed in 2023-24 to increase immediate access for buildings to various data points in support of SIPs goals and improving student outcomes, specifically analysis of programming and progress monitoring intervention data.
<i>Comprehensive assessment</i>	An examination of the Acadience Learning for Reading, as well as the University of Oregon's DIBELS 8 have been trialed with some LAS Interventionists and Coaches at North Stratfield, Dwight, Mill Hill, and Holland Hill to help provide feedback on their ability to inform instruction and match instructional routines/materials/interventions to student need. Walter Wakeman has been working with the elementary MSTs to examine both screeners in math. Middle school LASs are also examining Acadience Learning for Reading in the next few weeks. All district leaders will be introduced to NWEA in May to consider this tool for both Math and ELA. All feedback will be considered to identify a new universal screener in order to develop a streamlined assessment plan for the 2023-24SY.

F. Community

Strategic Initiative	2022-23 Activities & 2023-24 Plans
<i>Communications Process Integration</i>	We are developing a strategic communications plan to provide a framework for providing information and successes to FPS families, staff and communities. The district newsletters for staff and families were relaunched this year as a mechanism for highlighting a variety of news (academic achievements, community events, BOE updates, health reminders, etc.). We also engaged in a trial implementation of the Parent Square communication platform at five schools during 2022-23SY (Warde, Tomlinson, McKinley, Mill Hill, and Holland Hill), with plans for district-wide launch at the start of 2023-24SY. This platform will increase two-way communication with parents and families and the school.
<i>Stakeholder Engagement</i>	We provide regular updates to the FPS social media accounts and website, including the creation of a Redistricting/Facilities Utilization page. We have started a review of the FPS website with a plan to launch a revised site at the start of the 2023-24 school year, which will provide easier access for parents, staff and members of the community. We have conducted a number of surveys to collect student and parent feedback on various aspects of education in FPS and have recently submitted requests for parents interested in serving on the Parent Advisory Council (PAC) or the district Wellness Committee.



MEMORANDUM

To: Mr. Michael J. Testani, Superintendent
Board of Education Members

From: Dr. Zakia Parrish, Deputy Superintendent

Date: May 5, 2023

Re: 2023-24SY Elementary Enrollment Report as of May 4, 2023

The current enrollment in grades K-5 reflect 156 fewer students than the projection. During the 2022-2023 school year, kindergarten enrollment increased by 140 students between May and September, which were 494 and 634 students, respectively.

There are five classes currently at the class size threshold:

- One grade two class at Burr
- One grade four class at McKinley
- One grade five class at Mill Hill

There are four elementary schools who need fewer sections than what was budgeted:

- Burr: one section in kindergarten
- McKinley: three sections - one in kindergarten, one in grade four and one in grade five
- Sherman: two sections – one in kindergarten and one in grade three
- Stratfield: one section in in kindergarten

There is one elementary school who needs more sections than what was budgeted:

- Riverfield: one section in in grade four

The enrollment will be monitored throughout the summer in order to assess impact on the number of sections needed with respect to what was budgeted.

Elementary Enrollment Report
2023 - 2024 Projected and Actual Enrollment

Class size: K-2 cap 23. McKinley cap 21
3-5 cap 25. McKinley cap 23
May 4, 2023

2023 - 2024 Projection										2023 - 2024 Actual										# Sections Changes Budget to Budget	
Burr	K	1	2	3	4	5	Total	Avg.	Total # Sections	K	1	2	3	4	5	Total	Avg.	Total # Sections			
	19	18	22	17	20	20					18	23	17	21	19						
	19	19	22	18	21	21				20	18	23	17	22	20						
	20	19	23	18	21	21				21	18	23	18	22	20						
	58	56	67	53	62	62	358	19.9	18	41	54	69	52	65	59	340	20.0	17			
										At class size threshold										1	-1
																				18	
Dwight	K	1	2	3	4	5	Total	Avg.	Total # Sections	K	1	2	3	4	5	Total	Avg.	Total # Sections			
	17	16	19	22	22	20				17	15	19	21	23	19						
	18	17	19	23	23	20				17	16	19	21	24	20						
	35	33	38	45	45	40	236	19.7	12	34	31	38	42	47	39	231	19.3	12			
																					0
Holland Hill	K	1	2	3	4	5	Total	Avg.	Total # Sections	K	1	2	3	4	5	Total	Avg.	Total # Sections			
										18											
	20	22	20	19	22	19				18	21	20	20	19							
	20	23	21	19	22	19				22	18	22	20	20	20						
	20	23	21	19	22	20				23	18	22	21	20	20						
60	68	62	57	66	58	371	20.6	18	45	72	65	61	60	59	362	20.1	18				
1 student below class size threshold																				0	
Jennings	K	1	2	3	4	5	Total	Avg.	Total # Sections	K	1	2	3	4	5	Total	Avg.	Total # Sections			
			15		18							15		17							
	21	19	16	21	18	21				21	19	16	21	17	21						
	22	20	16	22	18	21				21	20	16	22	18	22						
	43	39	47	43	54	42	268	19.1	14	42	39	47	43	52	43	266	19.0	14			
1 student above class size threshold										1 student above class size threshold										0	

Elementary Enrollment Report
2023 - 2024 Projected and Actual Enrollment

Class size: K-2 cap 23. McKinley cap 21
3-5 cap 25. McKinley cap 23
May 4, 2023

																				# Sections Changes Budget to Budget	
McKinley	K	1	2	3	4	5	Total	Avg.	Total # Sections	K	1	2	3	4	5	Total	Avg.	Total # Sections			
	18																				
	17	18	18	21	18	18															
	17	18	18	21	18	19															
	18	19	18	21	18	19															
	18	19	18	22	19	19															
	70	74	72	85	73	93	467	18.7	25	48	71	71	83	69	90	432	19.6	22	-3		
	1 student above class size threshold							At class size threshold							2		24				
Mill Hill	K	1	2	3	4	5	Total	Avg.	Total # Sections	K	1	2	3	4	5	Total	Avg.	Total # Sections	# Sections Changes Budget to Budget		
	20																				
	20	21	20	23	20	24															
	20	21	21	24	20	25															
	20	21	21	24	20	25															
	60	63	82	71	60	74	410	21.6	19	48	61	79	68	59	75	390	20.5	19	0		
	1 student below class size threshold							At class size threshold							1		20				
North Stratfield	K	1	2	3	4	5	Total	Avg.	Total # Sections	K	1	2	3	4	5	Total	Avg.	Total # Sections	# Sections Changes Budget to Budget		
	21																				
	21	20	21	23	24	21															
	21	20	21	24	24	21															
	22	21	22	24	24	21															
	64	61	85	71	72	63	416	21.9	19	49	63	84	69	71	64	400	21.1	19	0		
	Osborn Hill	K	1	2	3	4	5	Total	Avg.	Total # Sections	K	1	2	3	4	5	Total	Avg.	Total # Sections	# Sections Changes Budget to Budget	
19																					
20 19																					
23		20	19	23	23	22															
23		21	19	23	24	22															
23		21	19	23	24	22															
69		82	95	69	71	66	452	21.5	21	68	78	94	66	73	65	444	21.1	21	0		
At class size threshold							1							22							

Elementary Enrollment Report
2023 - 2024 Projected and Actual Enrollment

Class size: K-2 cap 23. McKinley cap 21
3-5 cap 25. McKinley cap 23
May 4, 2023

																						# Sections Changes Budget to Budget		
Riverfield	K	1	2	3	4	5	Total	Avg.	Total # Sections	K	1	2	3	4	5	Total	Avg.	Total # Sections						
	20									20														
	20	21	21		20	22				19	21	20	17	20	23									
	20	22	21	25	20	23				20	22	20	18	20	23									
	21	22	21	25	20	23				20	22	21	18	20	23									
	61	65	83	50	60	68	387	21.5	18	59	65	81	53	60	69	387	20.4	19	1					
	At class size threshold								1															
									19															
Sherman	K	1	2	3	4	5	Total	Avg.	Total # Sections	K	1	2	3	4	5	Total	Avg.	Total # Sections	# Sections Changes Budget to Budget					
	19																							
	21	22	19	19	23	21				21	20	24	23	21										
	22	22	20	19	23	21				21	21	20	24	23	21									
	22	22	20	20	23	22				22	21	21	25	23	21									
	65	66	59	77	69	64	400	21.1	19	43	63	61	73	69	63	372	21.9	17	-2					
Stratfield	K	1	2	3	4	5	Total	Avg.	Total # Sections	K	1	2	3	4	5	Total	Avg.	Total # Sections	# Sections Changes Budget to Budget					
	19	18	18	19	21	19				18	18	19	21	19										
	19	18	19	19	21	19				21	18	18	20	21	19									
	19	18	19	20	21	20				21	19	18	20	22	19									
	57	54	56	58	63	58	346	19.2	18	42	55	54	59	64	57	331	19.5	17	-1					
642						661	746	679	695	688	519						652	743	669	689	683	3,955	(156)	Students
Sections	2023-2024 Projection							2023-2024 Projection																
	K	1	2	3	4	5	Total	K	1	2	3	4	5	Total										
	32	33	38	32	33	33	201	27	34	38	32	32	32	195	(6)						Net Sections			
	1	0	0	1	0	0	2	0	0	1	0	1	1	3	(5)						Net Sections			
	33	33	38	33	33	33	203	27	34	39	32	33	33	198										
	Potential Changes to Budget Sections							Potential Changes to Budget Sections																
At class size							At class size																	

5/01/2023

FAIRFIELD PUBLIC SCHOOLS ENROLLMENT - ELEMENTARY

	PRE-K	KIND	1	2	3	4	5	TOTAL
Burr		17	21	17	22	20	17	
		18	24	18	22	20	19	
		19	23	17	21	19	18	
		54	68	52	65	59	54	352
Dwight		15	19	21	23	21	23	
		16	19	21	24	18	25	
		31	38	42	47	39	48	245
Holland Hill		24	21	19	21	19	17	
		24	21	20	19	20	18	
		24	22	21	20	20	17	
<i>Math Academy</i>							21	
		72	64	60	60	59	73	388
Jennings		20	24	21	17	22	20	
		19	23	21	17	21	20	
				18				
		39	47	42	52	43	40	263
McKinley		19	19	22	15	23	22	
		18	16	20	18	23	21	
		16	17	21	18	21	20	
		18	19	19	18	23		
		71	71	82	69	90	63	446
Mill Hill		21	19	22	20	25	22	
		18	21	23	19	25	22	
		21	20	22	20	25	20	
			20					
		60	80	67	59	75	64	405
No. Stratfield		21	20	23	22	21	23	
		20	21	23	25	21	22	
		20	21	23	24	21	23	
			21					
		61	83	69	71	63	68	415
Osborn Hill		19	18	21	24	21	22	
		19	20	22	24	22	22	
		19	19	23	25	22	22	
		19	18					
		76	94	66	73	65	66	440
Riverfield		21	19	17	20	23	25	
		19	20	18	20	24	24	
		21	21	18	20	22	24	
			21					
		61	81	53	60	69	73	397

1-May-2023

FAIRFIELD PUBLIC SCHOOLS ENROLLMENT - ELEMENTARY

	PRE-K	KIND	1	2	3	4	5	TOTAL
Sherman		20	20	19	23	21	20	
		21	21	19	23	21	20	
		22	20	18	23	21	19	
				17				
		63	61	73	69	63	59	388
Stratfield	19	17	18	20	21	19	24	
<i>PK's are am/pm</i>	18	18	18	19	21	20	25	
<i>Combined¹</i>	18	19	18	20	22	18		
	11							
	66	54	54	59	64	57	49	403
ECC/Warde	165							165
TOTAL PRE-K-5	231	642	741	665	689	682	657	4,307

FAIRFIELD PUBLIC SCHOOLS ENROLLMENT - SECONDARY

	6	7	8	9	10	11	12	TOTAL
Fairfield Woods	233	259	259					751
Roger Ludlowe	245	257	273					775
Tomlinson	211	204	205					620
TOTAL 6-8	689	720	737					2,146
FWHS				366	321	378	357	1,422
FLHS				378	362	419	343	1,502
Walter Fitzgerald Campus		(18 CPP, Grade 12)		3	6	14	40	63
TOTAL 9-12				747	689	811	740	2,987

SUMMARY	Pre-K - 5	6 - 8	9 - 12	TOTAL
Current:	4,307	2,146	2,987	9,440

Difference: Current - September 30, 2022	116	11	4	131
September 30, 2022 (for Oct 1)	4,191	2,135	2,983	9,309

¹ PK has AM and PM slots. Full-Day PK Students are counted once.
Please inform the Supt. Office of any discrepancies at 255-8371.