



**BOE/CO
Friday Packet
October 13, 2023**

Upcoming Meeting Dates

10-16-2023 BoE Policy Committee Agenda

9-18-2023 BoE Policy Committee Meeting Minutes

SLAM 1-Year Projections and Summary Projections



Upcoming Board of Education Meeting Dates **2023**

October 16	5:00 PM	Policy Committee Meeting Superintendent Conference Room 501 Kings Hwy East
October 18	2:30 PM	Facilities Committee Meeting <i>Canceled</i> Superintendent Conference Room 501 Kings Hwy East
October 24	7:30 PM	Regular Meeting CO Board Room 501 Kings Hwy East
October 30	5:00 PM	Policy Committee Meeting Superintendent Conference Room 501 Kings Hwy East
November 1	5:00 PM	Finance Committee Meeting Superintendent Conference Room 501 Kings Hwy East
November 14	7:30 PM	Regular Meeting CO Board Room 501 Kings Hwy East
November 15	5:00 PM	Finance Committee Meeting Superintendent Conference Room 501 Kings Hwy East



FAIRFIELD PUBLIC SCHOOLS

Policy Committee Meeting

Monday, October 16, 2023

5:00 PM

501 Kings Highway East
Superintendent's Conference Room

To listen via your phone, call 408-418-9388,
and use Meeting Access code: 233 395 75345

Agenda

- I. Call to Order
- II. Approval of September 18, 2023 Policy meeting minutes
- III. Policy
 - a. 5111 – Admission
 - b. 5144.4 – Physical Exercise & Discipline
 - c. 6163.33 – Therapy Dogs
 - d. 5141.5 – Suicide Prevention
 - e. 6111 – Student Calendar
- IV. Future Items
 - a. Grading Policy
 - b. Purchasing Policy
 - c. Bullying Policy – 5131.911
 - d. Homework Policy - 6154
 - e. School Climate
 - f. Restorative Practices

g. Reading – 6142.2

h. Bylaws Impact – (Policy 9000)

i. Sustainability Policy

V. Open Discussion/Public Comment

VI. Adjournment

Future Meetings: October 30th, November 28th, December 5th.

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



FAIRFIELD PUBLIC SCHOOLS

Policy Committee Meeting Minutes

Monday, September 18, 2023

5:00 PM

501 Kings Highway East
Instructional Conference Room

In Attendance:

Ms. Jennifer Jacobsen, Ms. Jennifer Maxon Kennelly, Ms. Carol Guernsey, Dr. James Zavodjancik, Dr. Zakia Parrish, Superintendent Testani, Ms. Courtney LeBoriorous (left at 5:24pm), Ms. Jennifer Racioppo, (FEA Representative), Ms. Kristen Hardiman

Call to Order: Ms. Maxon Kennelly called the meeting to order at 5:00pm.

Approval of September 5, 2023 Policy Committee meeting minutes: Approved with changes by a 3-0 vote.

Policy:

3280.1 – Grants and Other Revenues

The committee discussed and agreed to edit language in item #3 about the approval process for only new or modified grant applications instead of all grants. Ms. Guernsey stated she does not want to slow up any process with grant applications. Ms. Maxon Kennelly recommended removing the language pertaining to the approval of grant applications that exceed \$100,000. Ms. Jacobsen agreed with the removal of that language. Ms. LeBoriorous stated she will add an item to that section of the policy which states the Board will be notified of any new grant applications in excess of \$100,000. Ms. LeBoriorous also stated she will highlight any new grants or revisions in the quarterly report.

Superintendent Testani stated the State will sometimes issue grants late and then gives a very short time period to complete the grant application process. Ms. Jacobsen acknowledged that; however, she stressed the importance of knowing the District applied for a grant before and not after the fact. Ms. Jacobsen stated she is fine with being notified through communication such as the Friday packet.

This policy was approved with changes by a 3 -0 vote and will be presented to the Board at the next meeting for a “first read” along with policies 1324 School-Based Fundraising and 3280 Gifts, Grants and Bequests which were approved for a “first read” at the May 2, 2023 Policy meeting.

6141 - Advanced Curriculum

Ms. Jacobsen recommended adding language from the Program of Studies into this policy. Ms. Jacobsen asked Dr. Zavodjancik for an update on this policy. Dr. Zavodjancik stated they have had meetings at both the middle and high school levels. Superintendent Testani stated the only concern with teachers is they want to make sure they can still sign off on the courses they are recommending for students.

Ms. Maxon Kennelly stated she liked that this policy is robust with student involvement except for the “over-ride” process. Ms. Jacobsen stated student involvement in the selection of courses is lacking for students in eighth grade. Ms. Guernsey stated she is concerned about the students who do not get the support or guidance at home in selecting their courses. Ms. Guernsey continued to say that many high school courses need to be planned and if a student does not have a parent who advocates for them, they will need assistance in selecting their high school courses. Ms. Guernsey stated she would like students to receive support while in eighth grade when selecting their high school courses. Superintendent Testani suggested adding a “conference a night” or “high school planning meeting” in which parents and students can attend. Dr. Parrish stated she was concerned about adding that type of meeting since she does not think it is feasible to put that responsibility on an eighth grade counselor to have those individual meetings. Superintendent Testani then suggested only having a meeting when there is an “over-ride” issue, meaning the parent or student does not agree with the counselor’s suggestion. Ms. Racioppo stated if parents “waived” their child into a class against the counselor’s recommendation, the parent and student need to know there may be consequences. Ms. Racioppo also stated waiving a student into a class could also become a staffing issue since classes become full. Ms. Jacobsen stated she believes there is language in the Program of Studies which pertains to that issue.

After continued discussion, the Committee agreed no changes will be made to this policy at this time.

6163.33 – Service Animals/Therapy Dogs

Superintendent Testani informed the Committee he sent a memo to all administrators informing them that no dogs are permitted in the schools at this time and until further notice. Superintendent Testani stated only one administrator provided feedback stating therapy dogs were beneficial two times a year for about ten students during exam time. Ms. Jacobsen asked the Committee why they do not want therapy dogs permitted in the schools. Ms. Guernsey stated her number one concern is due to safety and allergies. Ms. Jacobsen asked Ms. Maxon Kennelly if she would like a one-line policy stating they are not permitted in the schools at any time. Ms. Maxon Kennelly stated she would like to hear back from staff to find out if there is a tangible educational benefit to having therapy dogs. Dr. Parrish stated she would like Mr. Mancusi to be included in this discussion before any final decisions are made. This policy will be on the agenda for the next Policy Committee meeting.

Open Discussion/Public Comment:

The Committee discussed the new age for kindergarten admission. Ms. Maxon Kennelly suggested the District put together guidelines for parents. Superintendent Testani recommended we have some data to discuss at the next meeting regarding the “red-shirting” of kindergartens. Dr. Parrish stated she will have information about the District’s position on this for the next meeting.

Ms. Guernsey stated communication from the high schools about grading has been fantastic. As an end user, she is very impressed. Superintendent Testani stated they have emphasized the importance of communication to parents and students.

Adjournment: Ms. Maxon Kennelly adjourned the meeting at 6:30pm.



Fairfield Public Schools

Enrollment Projections For 2024-25

October 13, 2023



Assumptions for 2024-25

- New Kindergarten entry date becomes effective for 2024-25 school year per state law.
 - Cutoff date shifts from January 1st to September 1st.
- 2024-25 kindergarten class will have a smaller eligibility window (8 months) as cutoff date transitions to September 1st. Subsequent years will return to a 12-month eligibility window.
- State law allows for an exception process to enter kindergarten if a child turns 5 years old after September 1st.
- FPS has indicated that they will admit students who turn 5 years old between September 2nd and December 31st into the 2024-25 kindergarten class upon written request of the parents.
 - Exemption process adds uncertainty to the kindergarten projections, as one cannot accurately forecast the number of parents that will request an exception.
- Based on SLAM's analysis of historic kindergarten enrollment, we estimate that there are 100 students who turn 5 years old between September 2nd and December 31st who could request an exception to enter kindergarten for 2024-25.
 - Our projections assume that 70% of these students (70 students) will request exceptions and will enroll in the 2024-25 kindergarten class.
 - Our projections assume that remaining 30% of these students (30 students) will not request an exception and will enroll in kindergarten in 2025-26. These students are anticipated to need Pre-K services for an additional year. We have increased the projected Pre-K enrollment by 30 students over 2023-24 levels to account for the increased demand for the 2024-25 school year.



District Projections

District Projections, by Grade and Grade Cohort: 2024-25

School Year	K ¹	1	2	3	4	5	6	7	8	9	10	11	12	PK ¹
2024-25	619	654	672	761	682	692	703	676	700	669	658	733	705	210

1. It is estimated that 100 FPS students were born 9/2/2024 and 12/31/2024 and could enroll in Kindergarten upon parental request. It was assumed that 70% enroll in the 2024-25 kindergarten class while the remaining 30% enroll in Pre-K. Pre-K enrollment was increased by 30 students compared to 2022-23 levels

Grade Group	Projected Enrollment
Pre-K	210
Elementary (K-5)	4,080
Middle (6-8)	2,079
High (9-12)	2,765
District Total	9,134



Individual Elementary School Projections

Elementary School Projections, by Grade: 2024-25

School	K ¹	1	2	3	4	5	K-5 Total
Burr	56	60	54	70	52	63	355
Dwight	34	38	34	38	40	47	231
Holland Hill ²	59	55	73	70	68	61	386
Jennings	42	53	41	51	47	49	283
McKinley	72	85	76	72	84	72	461
Mill Hill	58	61	63	84	69	59	394
North Stratfield	60	59	69	86	73	76	423
Osborn Hill	67	74	78	95	67	72	453
Riverfield	59	67	69	82	56	61	394
Roger Sherman	59	53	59	60	69	68	368
Stratfield	53	49	56	53	57	64	332
Total	619	654	672	761	682	692	4,080

1. Assumes 70% of students who turn 5 between 9/2/2024 and 12/31/2024 enroll in the 2024-25 kindergarten class

2. Includes Math Academy in 4th and 5th grade at Holland Hill

Does not include Pre-K Enrollment



Individual Middle School Projections

Middle School Projections, by Grade: 2024-25

School	6	7	8	6-8 Total
Fairfield Woods	235	253	234	722
Roger Ludlowe	255	256	249	760
Tomlinson	213	167	217	597
Total	703	676	700	2,079



Individual High School Projections

High School Projections, by Grade: 2024-25

School	9	10	11	12	9-12 Total
Fairfield Warde	321	308	355	318	1,302
Fairfield Ludlowe	346	344	362	347	1,399
Walter Fitzgerald Campus	2	6	16	40	64
Total	669	658	733	705	2,765

Walter Fitzgerald Campus enrollment held constant based on 2023-24 enrollment

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Pre-K enrollment held constant based on 5-year average enrollment

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