

Upcoming Meeting Dates

Convocation Agenda, August 29, 2016

Opening of Schools and School Hours 2016-2017

CABE Convention Registration Information
November 18-19, Mystic CT

FLHS Building Committee Final Minutes

- May 11, 2016
- June 8, 2016



Upcoming Board of Education Meeting Dates

Aug 23	7:30 PM	Regular Meeting 501 Kings Hwy East 2 nd Floor Board Conference Room
Aug 29	4:30 PM	Policy Committee 501 Kings Hwy East Superintendent's Conference Room



***SCHEDULE FOR MONDAY, AUGUST 29, 2016
AT
FAIRFIELD WARDE HIGH SCHOOL***

A G E N D A

- 7:30 a.m. - Breakfast prepared by Whitsons, our food service provider, will take place in the lobby in front of the Auditorium at Fairfield Warde High School
- 8:30 a.m. - Convene to the Auditorium

Welcome

**Dr. Stephen C. Tracy
Interim Superintendent of Schools**

- Pledge of Allegiance - Dr. Stephen C. Tracy
- National Anthem - Performed by the Fairfield Ludlowe High School Choral Group led by Kevin Cotellese
- Introductions - Dr. Stephen C. Tracy
- First Selectman's Remarks - Mr. Michael Tetreau
- Board of Education Chairman's Remarks - Mr. Philip Dwyer
- President, Fairfield Education Association Remarks - Mr. Robert Smoler
- President, Fairfield School Administrators Association Remarks - Mr. David Ebling
- Twenty-Five Year Recognition - Mrs. Ann Leffert
- Musical Interlude - Fairfield Ludlowe High School Choral Group
- Interim Superintendent's Remarks - Dr. Stephen C. Tracy

-OVER-

Board of Education Members

Mr. Philip Dwyer, Chairman
Mr. Anthony Calabrese, Vice Chairman
Mrs. Jessica Gerber, Secretary
Ms. Donna Karnal
Mr. John Llewellyn
Mrs. Jennifer Maxon-Kennelly
Mrs. Eileen Liu-McCormack
Mr. Marc Patten
Ms. Trisha Pytko

PTA Council

Mr. John Convertito, President

Fairfield Education Association

Mr. Robert Smoler, President

Fairfield School Administrators Association

Mr. David Ebling, President

Fairfield Association of Educational Office Professionals

Mrs. Julie Power, Co-President
Mrs. Susana Rosten, Co-President

Fairfield Educational Paraprofessionals Association

Mrs. Julie Cinnamon, President

**American Federation of State/Local and Municipal Employees, Local 1779
(Custodians and Maintenance)**

Mr. John Pantazis, President

**Fairfield Board of Education Special Education Trainers, Local 1303-440
of Council #4, American Federation of State County and Municipal Employees, AFL-CIO**

Mrs. Jill Rougeau, President

KLP: so

schedule convocation 2016

FAIRFIELD PUBLIC SCHOOLS
Fairfield, Connecticut

TO: District Leadership Team
FROM: Karen Parks, Deputy Superintendent
DATE: July 18, 2016

OPENING OF SCHOOLS AND SCHOOL HOURS
2016-2017

SECONDARY SCHOOLS

	<u>A.M.</u> <u>OPENING</u>	<u>P.M.</u> <u>CLOSING</u>	<u>(2 HOUR)</u> <u>DELAYED</u> <u>OPENING</u>	<u>EARLY DISMISSAL</u>
Fairfield Ludlowe High School	7:30	2:10	9:30	11:45
Fairfield Warde High School	7:30	2:10	9:30	11:45
Water Fitzgerald Campus (WFC)	8:00	2:14	10:00	12:15
Fairfield Woods Middle School	8:10	2:50	10:10	12:40
Roger Ludlowe Middle School	8:10	2:50	10:10	12:40
Tomlinson Middle School	8:10	2:50	10:10	12:40

HOLLAND HILL ELEMENTARY SCHOOL

	<u>A. M.</u> <u>OPENING</u>	<u>P. M.</u> <u>CLOSING</u>	<u>(2 HOUR)</u> <u>DELAYED</u> <u>OPENING</u>	<u>EARLY DISMISSAL</u>
	8:10	2:45	10:10	12:55

ALL OTHER ELEMENTARY SCHOOLS

	<u>A.M.</u> <u>OPENING</u>	<u>P.M.</u> <u>CLOSING</u>	<u>(2 HOUR)</u> <u>DELAYED</u> <u>OPENING</u>	<u>EARLY DISMISSAL</u>
	8:55	3:30	10:55	1:40

1. Parent Conference Days on **October 20, 26, 27, 2016** for Elementary and Middle Schools.
2. Parent Conference Days on **March 29, 30 April 5, 2017** for Elementary Schools.
3. On Parent Conference Days the **Middle Schools** will dismiss students at **12:40 p.m.**, **Holland Hill Elementary School** will dismiss at **12:55 p.m.** and all other **Elementary Schools** will dismiss at **1:40 p.m.**
4. On Early Dismissal Professional Development Days (**Elementary ONLY**) – **Tuesday, October 18, 2016** and **Thursday, February 16, 2017 - Holland Hill Elementary School** will dismiss students at **12:55 p.m.**, and all other **Elementary Schools** will dismiss at **1:40 p.m.**
5. On Full-Day Professional Development Days - **Tuesday, November 8, 2016**, and **Friday, February 17, 2017** all schools are closed for students (all certified staff report).
6. Delayed openings are 2 hours after the normal starting time.
7. After an Early Dismissal of schools on **Wednesday, November 23, 2016**, schools will close for the Thanksgiving Recess. Lunch **will be** served on the day before Thanksgiving **ONLY** in the Elementary Schools.

<u>Early Dismissal:</u>	-	Fairfield Ludlowe High School	-	11:45 a.m.
		Fairfield Warde High School	-	11:45 a.m.
		Middle Schools	-	12:40 p.m.
		Holland Hill Elementary School	-	12:55 p.m.
		All Other Elementary Schools	-	1:40 p.m.

Should you have any questions, please call Karen Parks at 203-255-8372.

FIRST DAY OF SCHOOL, FULL DAY, THURSDAY, SEPTEMBER 1, 2016

KP:so

pc: Central Office Staff, Transportation, School Lunch, Michael Piatt, Sal Morabito

**EASY
REGISTRATION
PROCESS**

You only need to complete and return the registration form one time.

Follow the four easy steps below to register:

- 1. Review the Conference at a Glance.**
- 2. Complete the registration form, include your workshop choices and any special requirements you may have.**
- 3. Save a copy for your records.**
- 4. Return completed form to CABE.**

Form MUST be accompanied by check or purchase order to be processed.

Submit a separate form for each registrant.

Substitutions are accepted at any time. All substitutions and cancellations MUST be in writing.

This form must be received by October 21 to avoid a late fee.

Online:
www.cabe.org



Mail to:
CABE/CAPSS
Convention
Registrations
81 Wolcott Hill Rd.
Wethersfield, CT 06109



Fax to:
860-571-7452



Questions:
860-571-7446



2016 CABE/CAPSS Convention Registration Form

November 18-19, 2016 • Mystic Marriott Hotel, Groton

Name _____

Address _____

City _____ State _____ Zip _____

School District/Organization _____

Phone Number _____ Fax Number _____

Email _____ Cell Phone _____

Name for Badge _____ Guest Name for Badge _____

CHECK APPROPRIATE BOX(ES):

- | | |
|---|---|
| <input type="checkbox"/> Board Member | <input type="checkbox"/> Business Manager |
| <input type="checkbox"/> Superintendent | <input type="checkbox"/> Presenter |
| <input type="checkbox"/> Assistant Superintendent | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> This is my first CABE/CAPSS Conference - I would like a mentor | |

REGISTRATION TYPE: CHECK Package, Friday or Saturday and CIRCLE corresponding fee.

	2016/2017 CABE Member Districts and CAPSS Members Only Pre-Registration Received on or before 8/29/16 Member	Registration Received on or before 10/21/16 Member/Non-Member		Late/On Site Reg. Received on or after 10/22/16 Member/Non-Member	
<input type="checkbox"/> Package Registration Meals are included in registration fee and are non-refundable.	\$385	\$430	\$660	\$480	\$710
<input type="checkbox"/> Friday Only Registration Meals are included in registration fee and are non-refundable.	\$305	\$320	\$550	\$370	\$600
<input type="checkbox"/> Saturday Only Registration Meals are included in registration fee and are non-refundable.	\$265	\$275	\$505	\$325	\$555

GUEST MEAL(S): Friday Luncheon - \$33 Friday Banquet - \$61 Saturday Luncheon - \$33
Registrant is responsible for guest fees. (Payment for guest MUST accompany registration form.)

TOTAL AMOUNT DUE \$ _____

In order to prevent wastage of food, please select all meal functions that you will be attending. (This will NOT change your registration fee.)

- Friday Luncheon Friday Banquet Saturday Luncheon

Do you have special dietary needs? If so, explain _____

Payment – If completed registration form is faxed or mailed, there are two easy ways to pay: Check or purchase order. Registration will **NOT** be processed without a P.O. or check.

Check payable to CABE enclosed. P.O. # _____

Credit cards can only be accepted online.

To register using a credit card, please go to www.cabe.org/page.cfm?p=1141

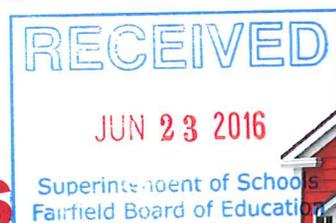
WORKSHOP CHOICES: CIRCLE which workshops you plan to attend:

Friday	A1	A2	A3	A4	A5	A6	A7	A8
	B1	B2	B3	B4	B5	B6		
	C1	C2						
	D1	D2	D3	D4	D5			
Saturday	E1	E2	E3	E4	E5	E6		
	F1	F2						
	G1	G2	G3	G4	G5	G6		

Substitutions are accepted in writing at any time. Between October 31 and November 3, a \$100 fee will be charged for each cancelled Convention registration because meals have been guaranteed. Beginning November 4 there is NO REFUND of the registration fee. No shows will be charged full fee.

2016 CABE/CAPSS Convention | November 18-19, 2016

Children First: Opening Opportunities for All!



The CABE/CAPSS Convention provides Connecticut board of education members and superintendents the opportunity to acquire knowledge through general sessions and workshops that can help them prepare students to be successful in the 21st Century. Attend the Convention and experience a day-and-a-half focused on student growth. Hear from top-level education thought leaders on the latest educational initiatives, celebrate Connecticut's talented students, network with school leaders from throughout the State, and be energized by student performers on Friday and Saturday mornings and the student display on Friday. Experience the innovation of vendors in the Exhibit Hall on Friday!

Be Inspired!

Choose From More Than

30 Dynamic Sessions - A Sampling:

- Steps for Success: Public School, Community College, and Industry Collaboration
- The Strategic Action Plan: Infusing Innovative Practices in Career Technology Programs
- Utilizing Today's Media to Tell Your District's Story
- Tomorrow's Technology Today
- Striving for a Better Tomorrow, Today: A Comprehensive Approach to Social, Emotional, and Mental Health Needs of Students
- Race: It Does Matter... Practical Strategies to Improve School Climate through Social Emotional Learning
- Transforming a Middle School into a Culturally Responsive Community of Learners

General Session Speakers

Friday morning: **Tony Wagner**

Expert in Residence, Harvard University's Innovation Lab
Watch your email and the CABE website for additional speaker announcements.

Get the latest information on the CABE/CAPSS Convention at www.cabe.org/page.cfm?p=1145

Be sure to download the Convention App to your mobile device by going to <http://bit.ly/cabeapp> or scanning the QR code



Benefits of Attending

- Ensure you understand the skills that will enable students to be successful in the 21st Century by attending a variety of thought-provoking workshops, clinics and general sessions delivered by local and national experts.
- Potentially save your district money and enable staff to be more efficient by speaking with vendors in the Exhibit Hall.
- Connect with other members of Connecticut's educational leadership community to find invaluable support by sharing experiences and solutions with others.

Hotel Reservations

Mystic Marriott Hotel
625 North Road, Route 117, Groton, CT 06340

Those attending the annual CABE/CAPSS Convention have been guaranteed a room rate of \$149. We are very grateful to the Marriott for holding this rate steady for us for a number of years.

This rate of \$149 is guaranteed only until **4:00 pm on October 19, 2016**. After this date, reservations for Convention participants are based on availability and are offered at the prevailing rate.

You may make reservations with the Mystic Marriott online through www.cabe.org/page.cfm?p=1145. The negotiated rate code is already entered in the appropriate field, allowing you to quickly make your room reservation. You may also call the hotel's reservation department at 877-901-6632. Purchase orders are NOT accepted; however, credit cards are accepted.

Save Money and Register

Follow the simple instructions on the pre-registration form. Only 2016-2017 CABE member districts and CAPSS member superintendents are eligible to take advantage of pre-registration for the 2016 Convention.

Convention At A Glance (4/12/16)

Children First: Opening Opportunities for All!

Friday, November 18, 2016

7:30 - 8:30 AM	Registration Begins	Mystic Ballroom
	Networking and Continental Breakfast Exhibit Area Opens	Mystic Ballroom
8:30 - 10:45 AM	Welcome	Marriott Ballroom
	Student Performance Remarks CAPSS Superintendent of the Year Keynote Address - <i>Tony Wagner</i>	
9:00 AM - 4:00 PM	Talented Student Showcase	Marriott Ballroom Lobby
10:45 AM - 12:05 PM	Session A Workshops	
	A1 Steps for Success: Public School, Community College, and Industry Collaboration (PAP)	
	A2 Reclaiming School Climate and Culture (HPBAS, PAP, SOI)	
	A3 Trends (D, HPBAS, PAP, SOI)	
	A4 Collective Bargaining: Trends and Strategies to Reduce Costs (HPBAS)	
	A5 Policy (D, HPBAS, PAP, SOI)	
	A6 Legislative Issues (D, HPBAS, PAP, SOI)	
	A7 NextEd - Personalized Learning (D, HPBAS, PAP, SOI)	
	A8 Meeting with the State Board of Education (D, HPBAS, PAP, SOI)	
12:05 - 12:35 PM	Networking, Reception, Exhibits	Mystic Ballroom
12:35 - 1:35 PM	Luncheon Acknowledgment of Guests Networking	Marriott Ballroom
1:35 - 2:05 PM	Dessert/Networking in Exhibit Area	Mystic Ballroom
2:05 - 3:20 PM	Session B Workshops	
	B1 Roles and Responsibilities of Board Members and Superintendents (D, HPBAS)	
	B2 Protecting Children from Sexual Assault by a Most Unlikely Source: School Staff (HPBAS)	
	B3 Leadership for District Coherence and High Performance: A Case Study (HPBAS, R)	
	B4 Speak No Evil: The Legal Contours of Board Member Speech (HPBAS, PAP)	
	B5 The Strategic Action Plan: Infusing Innovative Practices in Career Technology Programs (HPBAS)	
	B6 Family, School, and Community Partnerships for Student Success and District Excellence (PAP)	
2:05 - 4:05 PM	Session C Clinics	
	C1 31 st Annual Meeting of the Nutmeg Board of Education (D, HPBAS, PAP, SOI)	
	C2 Planning and Preparing for Mass Casualty Incidents (SOI)	
3:25 - 5:00 PM	Session D Workshops	
	D1 Utilizing Today's Media to Tell Your District's Story (HPBAS, PAP, SOI)	
	D2 Open Doors: A Conversation About How Public Schools Can Work with the Community to Provide Program Access for Individuals with Disabilities (D, PAP, SOI)	
	D3 Doing the Same Thing Just Wasn't Working: A District's Approach to Appropriate Practices in Kindergarten to Increase Outcomes (PAP, SOI)	
	D4 Brokering Community Partnerships to Foster Teacher Leadership (HPBAS, PAP, SOI)	
	D5 The Greenwich Schools Digital Learning Environment (HPBAS, SOI)	
5:00 - 5:45 PM	Reception	Mystic Ballroom
5:45 - 8:15 PM	Dinner	Marriott Ballroom
	Election Results President's Remarks Teacher of the Year Finalists Evening Program	
8:15 - 11:00 PM	Evening Reception	Mystic Ballroom ABC

Saturday, November 19, 2016

7:30 - 8:30 AM	Registration Begins – Networking and Continental Breakfast	
8:30 - 9:30 AM	General Session	Marriott Ballroom
	Welcome Student Performance 	
9:35 - 10:45 AM	Student Session I: Student Representatives on Boards of Education: Policy into Practice	
9:35 - 10:45 AM	Session E Workshops	
	E1 Understanding the Connecticut Freedom of Information Act and Access to Public Meetings and Records (HPBAS)	
	E2 Inside a Disciplinary Investigation: How to Avoid District Liability (HPBAS)	
	E3 The Evolving Structure and Function of High Performing Governance/Leadership/Instructional Teams for the 21 st Century (HPBAS)	
	E4 Tomorrow's Technology Today (SOI)	
	E5 Leading for Equitable Classrooms: Research and Practice on What Works for Accelerating Learning and Performance (D, HPBAS, PAP, SOI)	
	E6 Strive for a Better Tomorrow, Today: A Comprehensive Approach to Social, Emotional, and Mental Health Needs of Students (SOI)	
9:35 - 11:35 AM	Session F Clinics	
	F1 Race: It Does Matter...Practical Strategies to Improve School Climate through Social Emotional Learning (D, SOI)	
	F2 Rights and Responsibilities with Respect to Transgender Individuals in Public School Environments: Legal Considerations and Practical Guidance (D)	
10:50 AM - 12:00 PM	Session G Workshops	
	G1 How to Create and Sustain an Effective Advisory Program (D)	
	G2 Names, Numbers, and Narratives: Understand Students' Stories and Experiences (D, PAP)	
	G3 5 Questions Every Board of Education Should Ask (HPBAS)	
	G4 Transforming a Middle School into a Culturally Responsive Community of Learners (D, SOI)	
	G5 Building Capacity through School Turnaround Services (PAP)	
	G6 Getting the Most Out of the Connecticut SAT Experience: Innovative Practices for Opening Opportunities for All Students (SOI)	
11:30 AM - 12:00 PM	Networking and Reception	Marriott Ballroom Lobby
12:05 - 1:35 PM	Luncheon Adjourn	

**D - Diversity | HPBAS - High Performing Boards and Superintendents
PAP - Pathways and Partnerships | SOI - Spotlight on Innovation**

FAIRFIELD LUDLOWE HIGH SCHOOL BUILDING COMMITTEE

Wednesday, May 11, 2016 7:30 p.m.
Fairfield Ludlowe High School Teacher's Lounge
785 Unquowa Rd.
Fairfield, CT 06824

FINAL MINUTES

Members Present: Marc Donald, Greg Pidluski, Robert Sickeler, Donna Ertel, Marc Andre

Others Present: Sal Morabito (BOE), Phil Ryan (Town of Fairfield, Purchasing), Gerald Foley (Town of Fairfield, Purchasing), Judy Ewing, Jessica Gerber (BOE liaison), Joe Costa (Perkins Eastman), Eric Cushman (Gilbane)

Absent: Joseph Pagnozzi, David Weber

I. Call to Order/Pledge of Allegiance

Mr. Donald called the meeting to order at 7:32pm, followed by the Pledge of Allegiance by all present.

II. Approval of Minutes

Motion was made by Ms. Ertel to approve the Minutes of the March 9, 2016 meeting, which was seconded by Mr. Pidluski. 5:0 in favor

III. Architect's Update

Mr. Costa reported that 11-12 resubmittals have been received to date for the window replacement, and samples were sent as well. Project cannot move forward until funding is approved by the Board of Finance, then the RTM (Representative Town Meeting).

IV. Construction Manager's Update & Budget Update

Mr. Cushman reported on the same item as Mr. Costa, please refer to above.

V. Discussion of Funding Request Status

Mr. Donald reported that he, Mr. Morabito, and Mr. Manning made a brief presentation of the windows project and request for additional funding at the Board of Finance meeting on May 5; BOF members expressed that Dr. Title and BOE Chairman Dwyer should have been present to answer any additional questions pertaining to the project. One question of several that was asked that evening was why the FLHS project was over budget. BOF tabled the item until their May 17th meeting.

Mr. Morabito added that there will be a tour for BOF members at FLHS this coming Monday May 16th pertaining to the project, and that BOF also requested that the Bond Council be present at the May 17th BOF meeting.

Mr. Donald added that the RTM vote on the additional funding would have taken place at its May 23rd meeting, but as of today, the RTM Committee meetings and Monthly meeting for May has been cancelled. The next opportunity for a vote will be June. Mr. Morabito is checking with the subcontractors for the project about commitment for 90 days until funding is approved; Mr. Cushman said that a letter was drawn up to be sent to the subcontractors.

VI. Approval of Invoices

Mr. Cushman presented the following invoices for approval to the Committee:

- a. Perkins Eastman: \$8,796.45 and \$60.37
- b. Woodard & Curran: \$1,611.80
- c. Gilbane: \$2,937.50
- d. AMC: \$4955.97

Mr. Sickeler asked Mr. Cushman for a spreadsheet of expenses which had been distributed to the Committee at prior meetings, which included invoices to be paid. Mr. Cushman said that it will be done for the next meeting.

Motion was made by Mr. Andre to approve invoices totaling \$18,362.09, which was seconded by Ms. Ertel. 5:0 in favor.

VII. Old Business

Mr. Morabito reported that during the April break, classification of soils was completed as well as samples taken.

VIII. New Business

Mr. Cushman reported that a credit of \$7,301.42 is coming back.

Motion was made by Ms. Ertel to approve \$7,301.42 as a credit back, which was seconded by Mr. Pidluski. 5:0 in favor.

IX. Public Comment

Mrs. Gerber reported that Dr. Title and BOE Chairman Dwyer will be at the May 17th Board of Finance meeting, so they can be there to answer any questions pertaining to the windows project.

X. Adjourn

Motion was made by Mr. Andre to adjourn the meeting at 8:00pm, which was seconded by Mr. Sickeler. 5:0 in favor.

Respectfully Submitted,

Jennifer Hochberg
Recording Secretary

FAIRFIELD LUDLOWE HIGH SCHOOL BUILDING COMMITTEE

Wednesday, June 8, 2016 7:30 p.m.

Fairfield Ludlowe High School Teacher's Lounge

785 Unquowa Rd.

Fairfield, CT 06824

FINAL MINUTES

Members Present: Marc Donald, Greg Pidluski, Donna Ertel, Marc Andre

Others Present: Sal Morabito (BOE), Gerald Foley (Town of Fairfield, Purchasing), Joe Costa (Perkins Eastman)

Absent: Joseph Pagnozzi, Robert Sickeler, David Weber

I. Call to Order/Pledge of Allegiance

Mr. Donald called the meeting to order at 7:39pm, followed by the Pledge of Allegiance by all present.

II. Approval of Minutes

This will be taken care of at the next Meeting.

III. Chairman's Update

Mr. Donald reported about the presentation(s) at the Board of Finance meetings with Mr. Manning and Mr. Morabito. At the May 5th BOF meeting, BOF members requested that Bond Council, Dr. Title, First Selectman Tetreau, and BOE Chairman Dwyer be present for any questions, but allowed Mr. Donald to give a brief overview of the FLHS project to date. At the May 19th BOF meeting, the full presentation went forward, with questions and concerns from some BOF members.

BOF approved the funding for the windows project, and the next stage of approval is at the RTM (RTM committee meeting presentation is June 20, the RTM vote is June 27).

IV. Architect's Update

Mr. Costa reported that he had received all submittals for windows materials, but haven't received "accessories" such as shades, sills, etc.

V. Construction Manager's Update

Handouts describing the finances of Phase 1 and Phase 2 of the project were given to Committee members present, plus vendor payments to date and updated budget details. There was a question regarding an outstanding invoice from back on January 12, 2016. Woodard & Curran will be at the school doing work once the school year is out for the summer. Gilbane will continue to work on what Arcadis was doing. There were some discussion and unanswered questions, which Mr. Manning will address at the next meeting.

VI. Approval of Invoices

Motion was made by Mr. Pidluski to approve invoice from AAIS for \$33,040, which was seconded by Ms. Ertel. 4:0 in favor.

Motion was made by Mr. Pidluski to approve change order for \$8,040, which was seconded by Ms. Ertel. 4:0 in favor.

Motion was made by Mr. Andre to table the payment of invoice from Gilbane for \$3,600 until next month, which was seconded by Mr. Pidluski. 4:0 in favor.

VII. Old Business - NONE

VIII. New Business

Since school is out for summer, meeting locations for July and August will be forthcoming.

IX. Public Comment

Mr. Foley will work with Mr. Manning regarding the budget for the remainder for the project.

X. Adjourn

Motion was made by Ms. Ertel to adjourn the meeting at 8:30pm, seconded by Mr. Andre. 4:0 in favor.

Respectfully Submitted,

Jennifer Hochberg
Recording Secretary