

Upcoming Meeting Dates

DRAFT Policy Committee Minutes, 10/10/2016

CSDE Letter re: Racial Imbalance, 10/13/2016

International Field Trip Memo, 10/13/2016

CABE Honorable Mention Awards Memo, 10/13/2016



### Upcoming Board of Education Meeting Dates

<b>Oct 24</b>	<b>7:30 PM</b>	Special Meeting/Town Hall Style 501 Kings Hwy East 2 <sup>nd</sup> Floor Board Conference Room
<b>Nov 7</b>	<b>4:30 PM</b>	Policy Committee 501 Kings Hwy East Superintendent's Conference Room
<b>Nov 15</b> <i>Immediately following Organizational</i>	<b>7:00 PM</b>	Organizational Meeting Regular Meeting 501 Kings Hwy East 2 <sup>nd</sup> Floor Board Conference Room
<b>Dec 5</b>	<b>4:30 PM</b>	Policy Committee 501 Kings Hwy East Superintendent's Conference Room
<b>Dec 13</b>	<b>7:30 PM</b>	Regular Meeting 501 Kings Hwy East 2 <sup>nd</sup> Floor Board Conference Room

BOARD OF EDUCATION  
FAIRFIELD PUBLIC SCHOOLS  
FAIRFIELD, CT

**Policy Committee Meeting**

**Monday, October 10, 2016**

**4:30 p.m.**

501 Kings Highway East  
Superintendent's Conference Room

**Minutes**

- I. Call to Order The meeting was called to order at 4:34 PM. In attendance: Jennifer Kennelly (Chair), Anthony Calabrese, Donna Karnal, Dr. Toni Jones (Superintendent Elect), James Coyne.
- II. Approval of September 26, 2016 Meeting Minutes Approved 3-0
- III. Policy  
3520.12 – Data-Based Information Management System Confidentiality  
3520.13 Student Data Protection and Privacy / Cloud-Based Issues  
  
The committee reviewed both policies and generated a number of questions both for CABE and for Nancy Byrnes, IT Director for FPS. Jim Coyne will follow up with CABE and Nancy Byrnes and provide this information at the next meeting.
- IV. Open Discussion/Public Comment – No open discussion
- V. Adjournment The meeting adjourned at 6:10 PM
- VI. Future Items Continued work on policies identified in CABE audit.

Future Mtg. Dates and Times: *All meetings will be on Mondays, starting at 4:30 unless otherwise noted:* November 7, December 5, 2016.

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

C: COLT  
BOE



# STATE OF CONNECTICUT

Department of Education



October 13, 2016

Stephen Tracy  
Interim Superintendent of Schools  
Fairfield Board of Education  
501 Kings Highway East  
Fairfield, CT 06825

Dear Mr. Tracy:

I am writing in response to your request for an extension of time to present the proposed amendment to the Fairfield Board of Education's racial imbalance plan for McKinley School. I had originally scheduled the matter for the Connecticut State Board of Education (CSBE) meeting on December 7, 2016. In our telephone conversation earlier this week, you indicated that the Fairfield Board of Education had recently hired Dr. Toni Jones as the Superintendent of Fairfield Public Schools. She will begin her employment as of December 5, 2016, which would not allow her sufficient time to prepare for the CSBE meeting.

After reviewing your request, the Connecticut State Board of Education (CSBE) Chairperson and Vice Chairperson have agreed to an extension, which will allow Dr. Jones to present the district's racial imbalance amendment at the regular meeting of the CSBE on January 4, 2017. While I had originally indicated that you must submit your district's amended plan no later than November 15, 2016, you may submit this plan by November 18<sup>th</sup> since I understand that the Fairfield Board will be voting on this plan at its November 15<sup>th</sup> meeting.

If you have any questions, please do not hesitate to contact me at 860-713-6512.

Sincerely,

Laura L. Anastasio, Staff Attorney  
Division of Legal and Governmental Affairs



FAIRFIELD PUBLIC SCHOOLS

OFFICE OF THE  
SUPERINTENDENT



**To:** Board of Education  
**From:** Stephen Tracy  
**Date:** October 13, 2016  
**Re:** Student International Field Trips

A handwritten signature in black ink, which appears to be 'Stephen Tracy', is written over a horizontal line. To the right of the signature, the date '10/13/16' is handwritten.

The following student international travel trips for our secondary schools have been approved by the administration. In an effort to maintain consistent instructional practices, no staff or students will miss more than two (2) full days of school for any field trip.

At the October 26, 2004 meeting, the Board of Education lifted the ban on foreign travel and delegated the approval for such trips to the Superintendent of Schools.

The first day of Passover is April 11, 2017, with the last day of Passover being April 18, 2017. Good Friday will occur on April 14, 2017. Spring recess for staff and students begins on April 10, 2017 and ends on April 14, 2017.

**FAIRFIELD LUDLOWE HIGH SCHOOL**

Destination: Madrid and Talavera Spain

Date of Trip: April 6–15, 2017

Teacher Responsible: Eileen Frankel

Estimated Cost of Trip: \$2,800.00 (per person)

Number of Students Attending: Approximately 8-16

Number of Chaperones: 2 - 3

During this trip, students will have the opportunity to experience first-hand the culture and language of Spain.

**FAIRFIELD LUDLOWE HIGH SCHOOL**

Destination: Paris, France

Date of Trip: 4/6-13/2017

Teacher Responsible: Donna Huber

Estimated Cost of Trip: (per person) \$3,920

Number of Students Attending: Approximately 15 - 20

Number of Chaperones: 2

During this trip, students will experience evaluating textile use in designs, evaluating proper construction techniques, evaluate the roles of theories in the fashion movement and interpret fashion as an integrated global entity. They will prepare and evaluate recipes from a foreign country, observe and take part in a culinary institute classroom, students will participate in hands-on cooking classes in a culinary institute and observe and participate in the supply and distribution of foods in a foreign country. Students will share their learnings with other classes.

**FAIRFIELD LUDLOWE HIGH SCHOOL & FAIRFIELD WARDE HIGH SCHOOL**

Destination: Italy

Date of Trip: 4/7–15/2017

Teacher Responsible: Laura Finneran

Estimated Cost of Trip: \$3,325.00(per person)

Number of Students Attending: Approximately 18-21

Number of Chaperones: 2

During this trip, students will experience the culture, art, and history of modern Italy. Students will be able to practice the language and they will share their experiences with classmates who did not participate.

**FAIRFIELD WARDE HIGH SCHOOL**

Destination: Las Vegas, Nevada SGIA Expo

Date of Trip: September 14 – 17, 2016

Teacher Responsible: Jeff Iwanicki

Estimated Cost of Trip: \$8,500.00 (\$850.00 per person)

Number of Students Attending: Approximately 10

Number of Chaperones: 1

During this trip, students will learn new techniques and discover new technology to apply to our Graphics and Computer program at FWHS.

**FAIRFIELD WARDE HIGH SCHOOL**

Destination: Los Angeles, CA

Date of Trip: March 15 – 19, 2017

Teacher Responsible: Lauren Verney-Fink

Estimated Cost of Trip: \$1,800.00 (per person)

Number of Students Attending: Approximately 70

Number of Chaperones: 6 - 7

During this trip, students will perform in a concert with the San Diego State University Choirs. Will receive instructions from Dr. Patrick Walders (SDSU) Choral Activities Director), attend a performance at Copley Symphony Hall, and perform in a new performance space (with fantastic acoustics!). To prepare for the trip, students and Mrs. Verney-Fink will learn and rehearse the music that is going to be performed in California. The students will share what they learned with others and listen to performance recordings.

**FAIRFIELD WARDE HIGH SCHOOL**

Destination: Nimes and Paris France

Date of Trip: April 8 – 18, 2017

Teacher Responsible: Rabia Mairech

Estimated Cost of Trip: \$2,670.00 (per person)

Number of Students Attending: Approximately 18 – 21

Number of Chaperones: 3

During this trip, students will experience the linguistic and cultural differences - speaking with native speakers, listening to native speakers, writing in French (trip report), and reading in French (authentic material when traveling abroad). French culture will be experienced first-hand by the students.

**ROGER LUDLOWE MIDDLE SCHOOL**

Destination: Italy

Date of Trip: 4/6 – 14/2017

Teacher Responsible: Gjorgj Kroqi

Estimated Cost of Trip: \$2,630.00 (per person)

Number of Students Attending: Approximately 40

Number of Chaperones: 15

During this trip, students will experience concert tour – combine performing concert with significant learning experience for RLMS orchestra students.

The learning experience would be combined with 4-5 important performances at interesting locations combined with people-to-people experiences enabling interaction and joint performances by the RLMS Grade 8 and RLMS Chamber Orchestra with young Italian instrumentalists at similar age in Venice, Florence and Rome.



/so

-5-

**ROGER LUDLOWE MIDDLE SCHOOL**

Destination: Ecuador & Galapagos (Andes & Amazon)

Date of Trip: 4/6 – 13/2017

Teacher Responsible: Richard Haxhi

Estimated Cost of Trip: \$3,100.00 (per person)

Number of Students Attending: Approximately 15

Number of Chaperones: 18 (includes parents)

During this trip, students will experience 15 families to the geographical concepts of culture physical systems, human systems, and develop a sense of volunteerism. The students will share their experience with classmates and make presentations to school classes.

/so

\* See LAST PAGE

C: Dorcen Munsell  
Meg Boice  
Jan Byrnes  
Gret Pugliese



## Connecticut Association of Boards of Education

81 Wolcott Hill Road, Wethersfield, CT 06109-1242 • (860) 571-7446 • Fax (860) 571-7452 • [www.cabe.org](http://www.cabe.org)

Ann Gruenberg  
President  
Hampton

October 13, 2016

Robert Mitchell  
First Vice President  
Montville

Dr. David Title  
Superintendent  
Fairfield Public Schools  
501 Kings Highway East  
Fairfield, CT 06825

Donald Harris  
Vice President  
for Government Relations  
Bloomfield

Elizabeth Brown  
Vice President  
for Professional Development  
Waterbury

Dear Dr. Title:

Elaine Whitney  
Secretary/Treasurer  
Westport

We are delighted to inform you that your school district has won an **Honorable Mention in the Bonnie B. Carney Award of Excellence for Educational Communications**. A list of the winning districts is enclosed.

Richard Murray  
Immediate Past President  
Killingly

Your Honorable Mention framed certificate will be sent directly to your local school district so that you or your board chairperson can present it to the board of education. CABE wants to bring recognition to the talented staff members who create these outstanding examples, as well as to your entire district. Therefore, we believe that by making the presentation at your board meeting you will have the opportunity to invite the local media, and members of the staff and the community who otherwise would be unable to attend the awards presentation ceremony at the CABE/CAPSS Convention.

John Prins  
Executive Committee  
Member at Large  
Branford

Lydia Tedone  
NSBA Director  
Simsbury

Robert Rader  
Executive Director

Winning districts will be showcased at the 2016 CABE/CAPSS Convention in November. Please send approximately 10 copies of your winning entry, **PRINT MATERIAL ONLY**, (videos, computer generated projects, and website excluded). Send your display material to CABE, 81 Wolcott Hill Road, Wethersfield, CT 06109 **BEFORE NOVEMBER 11, 2016** or bring them to the registration area before 7:30 a.m. on Friday, November 18, 2016.

Patrice A. McCarthy  
Deputy Director  
and General Counsel

If you have any questions or comments about this process, please contact me at (860) 571-7446 or [bcarney@cabe.org](mailto:bcarney@cabe.org).

Rebecca Adams  
Senior Staff Attorney

Sincerely,

Bonnie B. Carney  
Senior Staff Associate  
for Publications

Bonnie B. Carney  
Senior Staff Associate for Publications

Nicholas D. Caruso, Jr.  
Senior Staff Associate  
for Field Services

Enclosure

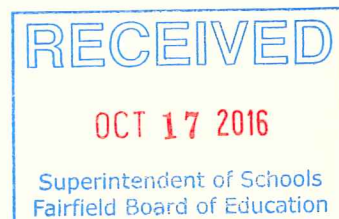
Sheila McKay  
Senior Staff Associate  
for Government Relations

cc: Philip Dwyer, Board Chair, Fairfield Public Schools

Vincent A. Mustaro  
Senior Staff Associate  
for Policy Service

Lisa M. Steimer  
Senior Staff Associate  
for Professional Development

Teresa Costa  
Coordinator of Finance  
and Administration



# 2016 Communications Award Winners

*Congratulations to the school districts which won awards in CABE's 2016 Award of Excellence for Educational Communications contest.*

## UNDER 2000 ADM

### Social Media

#### Award Winner

Plymouth Public Schools  
*Social Media Facebook*

#### Honorable Mentions

EASTCONN  
*Facebook Page*

Woodbridge Public Schools  
*Meeting Presentations Viewable  
on YouTube*

### Going Green

#### Award Winner

Redding Public Schools  
*River Exchange*

#### Honorable Mention

Orange Public Schools  
*Solar Panels*

### Newsletter

#### Award Winner

Region 6 Public Schools  
*The Harvester*

#### Honorable Mentions

EASTCONN  
*"Correction" Newsletter*

Salem Public Schools  
*Superintendent's Corner and  
Salem School Insider*

## Annual Report

#### Award Winner

EASTCONN  
*Annual Board Update 2015-2016*

#### Honorable Mention

C.E.S.  
*2014-2015 Annual Report*

## District Budget

#### Award Winner

East Hampton Public Schools  
*East Hampton Public Schools  
Budget Book*

#### Honorable Mentions

Orange Public Schools  
*District Budget*

Salem Public Schools  
*Superintendent's Budget  
Book 2016-2017*

## Parent Student Handbook

#### Award Winner

Woodbridge Public Schools  
*Beecher Road School  
Parent/Student Handbook*

#### Honorable Mentions

Bethany Public Schools  
*Kindergarten Orientation  
Welcome Package*

Region 12 Public Schools  
*Future Planning Guide,  
Shepaug Valley School*

## Course Selection Guide

#### Award Winner

EASTCONN  
*2016-2017 Programs and  
Services Catalog*

#### Honorable Mention

EASTCONN  
*EASTCONN Community Education –  
Summer 2016 Course Catalog*

## Calendar

#### Award Winner

C.E.S.  
*2016-2017 Member District Calendar*

#### Honorable Mention

Woodbridge Public Schools  
*Beecher Road School  
Calendar 2016-2017*

## Special Project

#### Award Winner

Region 6 Public Schools  
*Strategic Coherence Plan*

#### Honorable Mentions

Woodbridge Public Schools  
*Early Childhood Education*

## Special Project (AV)

#### Award Winner

Redding Public Schools  
*It's Okay to Be Yourself*

#### Honorable Mentions

Bethany Public Schools  
*Snow Day Cancellation Video*

Region 12 Public Schools  
*Agriscience Documentary*



## Computer Generated Projects

### Award Winner

EASTCONN  
*"Welcome Back"*

### Web Sites

#### Award Winner

Old Saybrook Public Schools  
*Website*

#### Honorable Mention

Salem Public Schools  
*Website*

## 2000 - 5000 ADM

### Social Media

#### Award Winners

Bloomfield Public Schools  
*Facebook/Twitter*

Vernon Public Schools  
*District Facebook Page*

#### Honorable Mentions

Ellington Public Schools  
*The Transparent School*

Wilton Public Schools  
*Social Media*

Wolcott Public Schools  
*Facebook Page*

### Going Green

#### Award Winner

Wolcott Public Schools  
*Go Green Day*

#### Honorable Mentions

Newington Public Schools  
*Going Green*

Plainville Public Schools  
*Going Green*

Wilton Public Schools  
*Go Green*

## Newsletter

### Award Winner

Monroe Public Schools  
*Superintendent's Newsletter*

#### Honorable Mentions

Bloomfield Public Schools  
*Leadership for Learning*

Newington Public Schools  
*Weekly Update*

### Annual Report

#### Award Winner

Wolcott Public Schools  
*Wolcott Public Schools  
Annual Report 2015-2016*

#### Honorable Mention

ACES  
*New Horizons Annual  
Report 2014-2015*

### District Budget

#### Award Winner

Monroe Public Schools  
*2016-2017 Superintendent's  
Budget Book*

#### Honorable Mentions

Vernon Public Schools  
*2017 Vernon Public Schools  
Approved Estimate of Expenditures*

Wilton Public Schools  
*District Budget*

Wolcott Public Schools  
*Wolcott Public Schools  
2016-2017 Proposed Budget*

## Parent Student Handbook

### Award Winners

Plainville Community Schools  
*Middle School  
Student/Parent Handbook*

Wolcott Public Schools  
*Tyrell Middle School's  
Student Handbook*

#### Honorable Mentions

Newington Public Schools  
*Student/Parent Handbook 2016-2017*

Plainfield Public Schools  
*Student Handbook –  
Plainfield High School*

Seymour Public Schools  
*Bungay Elementary School  
Parent/Student Handbook*

Vernon Public Schools  
*Rockville High School  
Student Handbook*

Wolcott Public Schools  
*Wolcott Public Schools  
Student Handbook*

### Course Selection Guide

#### Award Winner

Wolcott Public Schools  
*Wolcott High Schools  
Course Of Studies Guide*

#### Honorable Mention

Newington Public Schools  
*Program of Studies*

Windsor Public Schools  
*Windsor High School  
2016-2017 Program of Studies*

## **Calendar**

### **Award Winners**

Region 5 Public Schools  
*2016-2017 Amity District Calendar*

Wilton Public Schools  
*2016-2017 Calendar*

### **Honorable Mention**

New Fairfield Public Schools  
*New Fairfield Public Schools  
2016-2017 Calendar and Guide*

## **Special Project**

### **Award Winners**

Simsbury Public Schools  
*School Climate Posters*

Vernon Public Schools  
*Communications Plan – Billboard*

### **Honorable Mentions**

Naugatuck Public Schools  
*Marketing Brochure*

South Windsor Public Schools  
*Special Report – Cultivating &  
Supporting Culturally Responsive  
Classrooms & Learning Communities*

South Windsor Public Schools  
*Elementary Facilities Master Plan*

Wolcott Public Schools  
*District Growth Plan 2016-2017*

## **Special Project (AV)**

### **Award Winner**

Bethel Public Schools  
*Hour of Code*

### **Honorable Mentions**

Bethel Public Schools  
*Reading Rocks at Rockwell*

Cheshire Public Schools  
*Look Who's Talking to Dodd*

Cheshire Public Schools  
*6th Grade Orientation*

Newington Public Schools  
*NPS Code Event December 2015  
(YouTube Video)*

## **Computer Generated Projects**

### **Award Winner**

New Fairfield Public Schools  
*Superintendent's Recommended  
Budget 2016-17*

### **Honorable Mention**

Plainville Public Schools  
*2015-2016 Quick Facts  
Information Book Mark*

## **Web Sites**

### **Award Winners**

Ellington Public Schools  
*The Transparent School*

Newington Public Schools  
*www.npsct.org*

### **Honorable Mentions**

Bloomfield Public Schools  
*Blmfld.org Website*

Cheshire Public Schools  
*Cheshire Public Schools  
PPS Department Blog*

Monroe Public Schools  
*Monroe Public School Website*

Plainville Public Schools  
*Website*

## **Over 5000 ADM**

## **Social Media**

### **Award Winner**

CREC  
*CREC's Twitter Chats*

### **Honorable Mentions**

New Britain Public Schools  
*Social Media Initiatives*

### **CREC**

*Facebook Page*

Manchester

*Manchester Public Schools Pride on  
Facebook, Twitter and Instagram*

## **Going Green**

### **Award Winner**

Trumbull Public Schools  
*Going Green*

## **Newsletter**

### **Award Winner**

Bridgeport Public Schools  
*Our District.... News You Can Use*

### **Honorable Mentions**

New Britain Public Schools  
*Newsletter: News From the Hive*

West Hartford Public Schools  
*Duffy Dateline – December 2015*

West Hartford Public Schools  
*Connections Newsletter*

## **Annual Report**

### **Award Winner**

Stamford Public Schools  
*Where Excellence Is the Point – Annual  
Report to the Community 2014-2015*

### **Honorable Mention**

Trumbull Public Schools  
*Annual Report*

## **District Budget**

### **Award Winner**

Glastonbury Public Schools  
*Approved Budget 2016-2017*

✓ **Honorable Mention**  
Fairfield Public Schools  
*Proposed Budget 2016-2017*

**Parent Student Handbook**  
**Award Winner**  
West Hartford Public Schools  
*Elementary Handbook*

**Honorable Mentions**  
New Britain Public Schools  
*2016-2017 Parent/Student Handbook*

West Hartford Public Schools  
*Duffy School Handbook  
and Directory 2016-2017*

West Hartford Public Schools  
*West Hartford Public Schools  
Elementary Handbook*

**Course Selection Guide**  
**Award Winner**  
West Hartford Public Schools  
*"Elementary Curriculum in a Nutshell"*

**Honorable Mentions**  
CREC  
CREC Magnet School  
*Folder and Inserts*

West Hartford Public Schools  
*Life Learn Adult Fall 2015 Catalog*

**Calendar**  
**Award Winner**  
Bridgeport Public Schools  
*2016-2017 Annual District  
Calendar/Handbook*

**Honorable Mentions**  
Glastonbury Public Schools  
*2016-2017 Calendar*

Hamden Public Schools  
*Calendar and Guide*

**Special Project**  
**Award Winner**  
West Hartford Public Schools  
*Art Beat Poster,  
Brochure and Invitation*

**Honorable Mentions**  
Norwalk Public Schools  
*2016-2019 Strategic Operating Plan*  
  
West Hartford Public Schools  
*Pops N' Jazz Poster and Program Cover*

West Hartford Public Schools  
*Math Quest Informational Meeting*

**Special Project (AV)**  
**Award Winner**  
New Britain Public Schools  
*New Britain High School  
Class of 2016*

## About This Year's Judge

Again, this year we were very fortunate to have **Susan Saks Moran** of Susan Saks Voiceovers as our Communications Awards judge. For 16 years, Susan enjoyed working as an on-air personality in NY and CT. In 1999, she left that line of work to pursue a voice over business and has been happily self-employed recording for radio, TV and websites. Susan has had the opportunity to record for many national campaigns including The Incredible Edible Egg, Marie Callendars Frozen Foods, Lysol, Fisher Price, Efferdent, Allegra, Hasbro, Days Inn, The History Channel and many more. She has also recorded for electronic games, children's educational videos, interactive voice recording, voice mail greetings/on hold services, corporate, medical and instructional narrations.

**Honorable Mentions**  
Bridgeport Public Schools  
*Recruitment and Retention*

New Britain Public Schools  
*First Day of School*

West Hartford Public Schools  
*Hall High School –  
Incoming Freshman Video*

## Computer Generated Projects

**Award Winner**  
West Hartford Public Schools  
*Quest Program Board Presentation*

**Honorable Mentions**  
Bridgeport Public Schools  
*Bridgeport Public Schools APP*

✓ Fairfield Public Schools  
*Budget PowerPoint Presentation*

✓ Fairfield Public Schools  
*Social Studies Curriculum  
K-12 Presentation*

**Web Sites**  
**Award Winner**  
Greenwich Public Schools  
*Websites*

**Honorable Mentions**  
Glastonbury Public Schools  
*[www.glastonburyus.org](http://www.glastonburyus.org)*

New Britain Public Schools  
*[www.csdnb.org](http://www.csdnb.org)*

West Hartford Public Schools  
*[Duffy.whps.org](http://Duffy.whps.org)*