



# FAIRFIELD PUBLIC SCHOOLS

**Policy Committee Meeting Minutes**  
**Tuesday, April 30, 2024**  
5:00 PM  
501 Kings Highway East  
Superintendent's Conference Room

**In Attendance:**

Ms. Jennifer Maxon Kennelly, Ms. Jennifer Jacobsen, Superintendent Testani (left at 6:16pm), Dr. Zakia Parrish, Ms. Kanicka Ingram (left at 5:49pm), Ms. Nancy Byrnes, Dr. Greg Hatzis (left at 6:20pm), Dr. James Zavodjancik (arrived at 6:18pm), Ms. Jodie Shannon (FEA Representative, left at 6:02pm), Mr. Mick McGarry (FEA President, arrived at 6:12pm), Ms. Kristen Hardiman

**Call to Order:** Ms. Maxon Kennelly called the meeting to order at 5:01pm.

**Approval of April 2, 2024 Policy Committee meeting minutes:** Approved by a 2-0 vote.

**Policy:**

4115.3 – Evaluation and Employment of Coaches

Ms. Ingram stated she spoke with the Athletic Directors and included their language changes in red in this policy. Ms. Ingram stated the Athletic Directors feel it is a well-thought-out policy. Ms. Ingram stated their only concern is about the number of evaluations they are required to complete. Ms. Ingram explained that evaluations can be performed by a head coach and do not have to be completed by the Athletic Director.

Ms. Maxon Kennelly questioned language on Page 7 pertaining to the 10-day self-appraisal and wondered if it was too long of a time period. Ms. Ingram stated the Athletic Directors feel the ten days for a self-appraisal is reasonable. Superintendent Testani added that the Athletic Directors are adamant about the ten (10) days because they need that time prior to their meeting.

Ms. Maxon Kennelly questioned item #2 on Page 8, pertaining to the word “designee”. Ms. Maxon Kennelly recommended having a clearer definition of “designee”. Superintendent Testani stated the designee cannot be self-identified. Ms. Jacobsen asked who is authorized to terminate a coach. Ms. Ingram stated she, as Human Resources Director, would be responsible for the termination of a coach. Ms. Maxon Kennelly asked if a head coach can terminate an assistant coach. Ms. Ingram explained a head coach can recommend a termination; however the termination can only be done by Human Resources.

On Page 9, Item III, Ms. Maxon Kennelly asked what the written appeal process to the Board would look like. Ms. Ingram stated the coach would write a letter to the Board appealing the termination decision and the Board Chair would begin the appeal process.

APPROVED 5/14/2024

This policy was approved with changes by a 2-0 vote and will be presented to the Board for a “first read” on May 7<sup>th</sup>.

#### 6151 – Class Size

Ms. Jacobsen stated she would like to change the language pertaining to the cut-off day at the elementary level from the “day after student orientation” to “as of the end of the 1<sup>st</sup> day of classes”.

Ms. Jacobsen recommended the elementary class size cap under the second bullet point on Page 12 be changed from K-4 to K-5 with dedicated support to that grade level.

Ms. Jacobsen stated she is not supportive of the paragraph titled “Maxon to consider” because she feels it triggers a violation of other existing policies. Ms. Maxon Kennelly suggested changing those policies if the committee like the idea outlined in this section. Ms. Maxon Kennelly added that she suggested this language as a voluntary option to help with class size. Ms. Jacobsen stated she is still not in favor of this option; therefore, the committee agreed to strike this language from the revised policy.

Ms. Jacobsen asked Dr. Hatzis if the language in the secondary level section is happening now. Dr. Hatzis stated he is comfortable with the language in this section. Superintendent Testani also agrees with the language in this section.

This policy was approved with changes by a 2-0 vote and will be presented to the Board for a “first read” on May 7<sup>th</sup>.

#### 1110.2 – Parent Portal Acceptable Use and Safety

Ms. Byrnes stated she changed the bullet points and made slight changes from the previous version the committee reviewed. Ms. Byrnes explained she removed the reference to Infinite Campus. Ms. Maxon Kennelly stated she does not approve of the word “cease” in the first paragraph. Ms. Byrnes agreed to remove that word from the sentence.

This policy was approved with changes by a 2-0 vote and will be presented to the Board for a “first read” on June 11<sup>th</sup>.

#### 6141.321 – Student Internet Usage

Ms. Byrnes stated she made some changes to the regulations, but the policy remains the same. She stated she included the regulations just to be transparent. No further action on this policy is needed.

#### 6141.322 – Web Site Home Page Development

Ms. Maxon Kennelly recommended minor edits to this policy. Ms. Maxon Kennelly suggested adding a sentence relating to individual teacher websites being accessed only through the District’s website platforms.

This policy was approved with changes by a 2-0 vote and will be presented to the Board for a “first read” on June 11<sup>th</sup>.

#### 6141.323 – Internet Acceptable Use Filtering

APPROVED 5/14/2024

Ms. Byrnes stated the existing policy contained outdated language so she updated the policy with the corrected language.

Ms. Maxon Kennelly questioned language in the first sentence on Page 27. The committee agreed to end that sentence after the word “gaming sites”.

This policy was approved with changes by a 2-0 vote and will be presented to the Board for a “first read” on June 11<sup>th</sup>.

#### 6141.3221 – Website Accessibility Statement

Ms. Byrnes stated no action is needed on this policy.

#### 4118.5-4218.5 – Acceptable Use Policy for School Personnel

Ms. Maxon Kennelly questioned the wording “Fairfield Public Schools” in the title of the policy. The committee agreed to remove that wording from the title.

Ms. Byrnes stated she added the language on Page 30 under the section “Data Retention – Legal Discovery” which pertains to a 730-day retention schedule.

This policy was approved with changes by a 2-0 vote and will be presented to the Board for a “first read” on June 11<sup>th</sup>.

#### 4115-4215 – Appointment and Conditions of Employment-Evaluation

Dr. Zavodjancik stated the policy was previously brought before the committee; however, much of the language read more like regulation language than policy language. Therefore, he moved language out of policy and put it into the regulations. Dr. Zavodjancik explained that CAFE had this as one policy.

Ms. Jacobsen stated there is still inconsistent language throughout this policy. Ms. Maxon Kennelly recommended removing the date from paragraph 3 on Page 34.

Ms. Maxon Kennelly questioned the language in the third paragraph on Page 35 concerning PDEC “developing and adopting” a teacher evaluation plan. Ms. Maxon Kennelly recommended adding the word “proposed” after the word “adopting”.

Ms. Jacobsen questioned the language “of the whole child” in item “E” on Page 36. Dr. Zavodjancik explained there are multiple measures to success and they cannot only rely on achievement data; they must rely on whole child indicators such as social emotional learning and standards connected to that. Ms. Jacobsen recommended removing that wording from that sentence and ending the sentence after “development”.

This policy was approved with changes by a 2-0 vote and will be presented to the Board for a “first read” on May 7<sup>th</sup>.

#### **Open Discussion/Public Comment:**

Dr. Greg Hatzis – Head Principal, Fairfield Ludlowe High School

Dr. Hatzis spoke about the “rolling GPA” and the impact it has on selecting the class valedictorian.

APPROVED 5/14/2024

Mr. Mick McGarry – FEA President

Mr. McGarry asked to have Reassessment language put on the May 14<sup>th</sup> agenda to discuss.

**Adjournment:** Ms. Maxon Kennelly adjourned the meeting at 7:18pm.