

APPROVED 2/7/2023

BOARD OF EDUCATION  
FAIRFIELD PUBLIC SCHOOLS  
FAIRFIELD, CT

**Special Policy Committee Meeting Minutes**  
**Monday, January 23, 2023**  
5:00 PM  
501 Kings Highway East

**In attendance:**

Ms. Jennifer Maxon-Kennelly, Ms. Carol Guernsey, Ms. Jennifer Jacobsen, Mr. Michael Testani (left at 5:52pm), Dr. Zakia Parrish, Dr. James Zavodjancik, Mr. Angelus Papageorge, Mr. Todd Parness, Athletic Director-FLHS (left at 6:16pm), Ms. Gina DiGiacomo, Athletic Director-FWHS (left at 6:16pm), Ms. Courtney LeBorious (arrived at 5:55pm, left at 6:18pm), Ms. Kristen Hardiman

Call to Order – Ms. Maxon-Kennelly called meeting to order at 5:04pm.

Approval of November 29, 2022 meeting minutes – Approved by 3-0 vote.

Vote for Policy Chairperson – Ms. Jacobsen motioned to recommend Ms. Maxon-Kennelly as Policy Chairperson. Ms. Guernsey seconded the motion. Motion approved by 3-0 vote.

Meeting dates for calendar year 2023 – Ms. Maxon-Kennelly requested the meeting scheduled for Tuesday, May 23<sup>rd</sup> be held at Tomlinson Middle School library. Policy committee meeting dates were approved by 3-0 vote.

**Policy:**

4000 (series) Emergency Action Plan for Athletic Events

Ms. Jacobsen expressed concern with the language in the last paragraph of this policy about the action plan being posted in all facilities and athletic sites. Ms. Jacobsen asked if that requirement is even possible. Ms. Jacobsen suggested using a QR code at all facilities which would direct people to the Emergency Action Plan. Ms. Maxon-Kennelly asked Dr. Parrish to check with legal counsel to see if the language “and/or” could be added to that sentence of the policy.

Ms. Maxon-Kennelly asked Dr. Parrish to also check with legal counsel regarding the word “annually” in the second to last paragraph. Ms. Maxon-Kennelly would like to know if that word is required language.

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Dr. Parrish stated she will contact Shipman & Goodwin about required language in this policy. Dr. Parrish also stated she will contact CAGE regarding the numbering sequence of this policy.

Policy was approved with changes by 3-0 vote. This policy will be presented to the Board on February 13<sup>th</sup> for a “first read”.

#### 4000 (series) Exertional Heat Illness Awareness

Ms. Maxon-Kennelly requested the word “Board” be replaced with the word “District” throughout this policy. The committee agreed to remove the following language from the first line of the third paragraph, “Upon development by the governing authority for intramural and interscholastic athletics of a model exertional heat illness awareness plan”.

Policy was approved with changes by 3-0 vote. This policy will be presented to the Board on February 13<sup>th</sup> for a “first read”.

#### 1230 Booster Clubs

Ms. Maxon-Kennelly recommended the committee discuss the Booster Club policy as the next agenda item since the Athletic Directors from both high schools were in attendance.

Ms. LeBoriosis stated this draft policy was developed by using a combination of language from other towns and cities such as Shelton, Westport and also CAGE.

Mr. Parness stated there is a practice in place that does not allow outside funding to pay for some of our coaches. Mr. Parness and Ms. DiGiacomo asked the committee to allow coaches who are not funded by the district to be paid from booster club funds.

Mr. Parness also stated that money, which comes into the building account, must be used in season, not after season.

Dr. Parrish asked the Athletic Directors to work with Ms. LeBoriosis to draft another version of the Booster Club policy. The Athletic Directors agreed to work with each other to develop a revised policy draft to present to Ms. LeBoriosis.

#### 6146 Requirements for Graduation

Dr. Zavodjancik stated the administrators went back to the drawing board to revise this policy. Ms. Maxon-Kennelly requested the deletion of Roman numerals I and II in this policy since they are outdated.

Ms. Guernsey asked Dr. Zavodjancik how these changes affect our current juniors since they are meeting with their advisors now and picking their courses for next school year. Ms. Guernsey expressed concern about the letter grade for courses stating that piece of the policy would be a surprise to the class of 2024 students. Ms. Jacobsen explained the letter grade is an option, not a requirement.

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Dr. Parrish stated the Humanities and STEM requirements are already built into the graduation requirements. Ms. Jacobsen stated she would like the ACT added under both the Humanities column and STEM column.

Ms. Maxon-Kennelly asked the committee if they agree with the changes since the last version of this policy. Ms. Jacobsen stated she would like the “C-“ changed to “C”. Ms. Jacobsen also stated she would like the definition of “core” courses or recommends changing the word “core” to “full-year” courses. Ms. Maxon-Kennelly agreed she prefers using the word “full-year” in place of “core” courses.

Dr. Zavodjancik stated he will revise the language in this policy and present the revised policy at the February 7<sup>th</sup> Policy meeting.

### Reassessment Guidelines

The Committee agreed to hold off on this policy until the Fall. This policy will be added to the Future Items list. Dr. Zavodjancik stated he will make sure students are aware the Reassessment Guidelines are not changing this semester.

6161 Textbooks – There was no discussion on this item due to time restraint.

4118.6/4218.6 Cell Phone Use - There was no discussion on this item due to time restraint.

3280 Gifts, Grants, And Bequests - There was no discussion on this item due to time restraint.

1324 School-Sponsored Fundraising - There was no discussion on this item due to time restraint.

Open Discussion/Public Comment - There was no public comment.

Adjournment - Ms. Maxon-Kennelly adjourned the meeting at 7:09pm.