

BOARD OF EDUCATION
FAIRFIELD PUBLIC SCHOOLS
FAIRFIELD, CT

Policy Committee Meeting Minutes
Tuesday, September 6, 2022
5:00 PM
501 Kings Highway East

In Attendance:

Ms. Jennifer Jacobsen, Ms. Carol Guernsey, Ms. Jennifer Maxon-Kennelly, Dr. James Zavodjancik,
Ms. Kristen Hardiman

Call to Order – Ms. Maxon-Kennelly called meeting to order at 5:06pm.

Approval of August 30, 2022 meeting minutes – Approved with changes by a 3-0 vote.

Policy:

3542.43 Food Service Charging

Ms. Jacobsen recommended language be removed from the second paragraph under section “Charging Meals” on page #7 of the handout. Ms. Jacobsen suggested striking the language “....for any school breakfast, lunch, or other feeding.”

Ms. Maxon-Kennelly will speak with Ms. LeBorious regarding the four bullet points on page #8 of the handout, under section “Preventing Meal Charges”, to confirm the District is sending out low balance notices and using an automated calling system. If Ms. LeBorious confirms the District is not sending out low balance notices or using the automated calling system, then that language in the policy will be removed.

Ms. Guernsey recommended the word “immediately” be removed from page #8, second paragraph from the bottom of the page.

Ms. Guernsey noted a typo on page #9, in the last sentence of the policy. The word “pf” will be corrected to “of”.

These changes were approved with a 3-0 vote.

This policy will be presented to the Board at the next meeting for a “first read”.

3280 Gifts, Grants & Bequests

There was no discussion on this policy due to the absence of Ms. LeBorious.

1324 Fund Raising

There was no discussion on this policy due to the absence of Ms. LeBorious.

1230 Booster Clubs

There was no discussion on this policy due to the absence of Ms. LeBorious.

5000(series) FAFSA Completion Report

Dr. Zavodjancik explained it is state law this policy must exist by July 2022. Dr. Zavodjancik stated FAFSA completion rates do get reported to the District throughout the year. Dr. Zavodjancik stated the high schools do have some concerns because they have parents who opt out of completing the FAFSA for their own reasons. Dr. Zavodjancik stated our current FAFSA completion rate is approximately 65%.

Dr. Zavodjancik stated he provided the committee with language in this policy, so we are in compliance with what the State requires. Ms. Maxon-Kennelly asked Dr. Zavodjancik what is legally required in this policy. Dr. Zavodjancik explained legally we are required to have a statement in place saying we will provide information on the completion of the FAFSA.

After discussion, the committee suggested language changes to both the first and second paragraphs. In the third paragraph, the word “Board” will be changed to “District”.

Ms. Maxon-Kennelly recommended the fourth paragraph of this policy be removed. Ms. Jacobsen and Ms. Guernsey agreed on the removal of this paragraph.

Ms. Jacobsen expressed concern with the word “assist” on page #14 of the Regulations, second bullet point. After further discussion, the committee agreed that word will be removed from the policy and replaced with alternate language. Ms. Jacobsen also recommended removing the third bullet point on page #14 of the Regulations regarding incentives.

Ms. Maxon-Kennelly questioned the fourth bullet point on page #14 of the Regulations. Ms. Jacobsen asked Dr. Zavodjancik to speak with staff on this bullet point.

Ms. Maxon-Kennelly asked for a revised draft of this policy before it is included in the Board’s packet for a “first read” at the next Board meeting.

5113 Attendance, Excuses, Dismissal

APPROVED 9/13/2022

Dr. Zavodjancik stated items A-H in this policy were removed to be in line with the State's guidance. Ms. Maxon-Kennelly asked Dr. Zavodjancik if the Head Principals are aware of this change. Dr. Zavodjancik confirmed they are aware of the changes.

After further discussion with the committee, Dr. Zavodjancik agreed to bring this policy back to the committee at the next meeting with the recommended language revisions.

Open Discussion/Public Comment - none

Adjournment - Ms. Maxon-Kennelly adjourned the meeting at 6:43pm.