

BOARD OF EDUCATION
FAIRFIELD PUBLIC SCHOOLS
FAIRFIELD, CT

Special Policy Committee Meeting Minutes
Tuesday, September 13, 2022
5:00 PM
501 Kings Highway East

In Attendance:

Ms. Jennifer Maxon-Kennelly, Ms. Jennifer Jacobsen, Ms. Carol Guernsey, Dr. James Zavodjancik (left at 6:31pm), Ms. Courtney LeBorious, Dr. Zakia Parrish (left at 6:31pm), Ms. Kristen Hardiman

Call to Order – Ms. Maxon-Kennelly called meeting to order at 5:03pm.

Approval of September 6, 2022 meeting minutes – Approved by a 3-0 vote.

Policy:

5113 Attendance, Excuses, Dismissal

Ms. Maxon-Kennelly asked Dr. Zavodjancik if he found anything in this policy that school staff objects to. Dr. Zavodjancik stated the language “dual instruction” and “remote instruction” are getting confused even though they are completely different.

Ms. Jacobsen asked Dr. Parrish how this policy will affect the ED 165 Attendance Report due at the end of each school year. Dr. Parrish stated the school secretary is responsible for the attendance for each day; however, the teacher has the ability to record a student’s attendance when they attend class virtually.

Ms. Jacobsen asked Dr. Zavodjancik why we are adopting a new definition of the word “attendance” for something that we do not do right now? Ms. Jacobsen recommended that item “C” under the definition of “attendance” be eliminated from the policy. Ms. Maxon-Kennelly recommended that the language in that section include a clause stating, “must be during the school day”. Dr. Zavodjancik stated he will check with the State Department of Education to see if the policy has to be adopted exactly as stated.

Dr. Parrish pointed out that item “C” only applies to “statutorily authorized remote learning”, which we do not currently have in place. Dr. Parrish recommended leaving this item “as is” in the policy.

Ms. Maxon-Kennelly asked Dr. Zavodjancik if there was any rush on this policy. Dr. Zavodjancik stated there is no rush to finalize this policy. Ms. Maxon-Kennelly requested Dr. Zavodjancik get clarification on the language prior to the next policy committee meeting on October 11, 2022.

Ms. Maxon-Kennelly asked why item “H” was crossed off on page 12. Dr. Zavodjancik explained item “H” was crossed out since reports go directly to the Department of Children and Families now, not the Superior Court. Dr. Zavodjancik also explained item “I” was added and taken from the Shipman and Goodwin policy.

Grading

Ms. Maxon-Kennelly asked Dr. Zavodjancik for an update on the progress with discussing reassessments with staff. Dr. Zavodjancik stated that staff is focused only on reassessments at this point in time.

Ms. Maxon-Kennelly asked if part of the Homework policy should be included in the Grading policy to eliminate the need for a separate Homework policy.

Ms. Jacobsen recommended language change from “middle school honors” to “middle school awards”.

Ms. Guernsey questioned why “Mastery-Based Diploma Assessment” was listed under this section. Ms. Maxon-Kennelly explained there is not a section anywhere in this policy for this item.

Dr. Zavodjancik asked the committee if their goal is to keep the items on pages 18 & 19 in the policy or move them to the regulations. Ms. Maxon-Kennelly responded saying that is yet to be determined. Ms. Maxon-Kennelly explained that item 1 on page 18 should be vague language in the policy and more specific language in the regulations.

Dr. Zavodjancik stated the goal is to have this policy in place by September 2023.

Ms. Guernsey expressed concern that cumulative grading and zero grading have not been discussed yet. Ms. Maxon-Kennelly stated those topics are mentioned on page 19, item 5 “(odds and ends)”. Ms. Guernsey has requested feedback from staff on these items. Ms. Guernsey also stated she is interested in speaking with students about cumulative grading.

Dr. Zavodjancik stated the topic of zero grading is going to be a difficult discussion since we have staff in favor of zero grading and others who are not in favor of zero grading. However, Dr. Zavodjancik explained the Grading committee is open to discussion with staff.

Ms. Maxon-Kennelly requested a solid draft of this policy by January 2023.

3542.43 Food Service Charging

Ms. Maxon-Kennelly explained the committee had previously voted this policy out; however, Ms. LeBoriosis had some additional recommended changes. Ms. LeBoriosis recommended removing the third bullet point on page 23, which referenced the automated calling system, and recommended adding the word “and” to the second bullet point. Ms. LeBoriosis also recommended removing the second to last paragraph on page 23.

Recommended changes to this policy were approved by a 3-0 vote.

This policy will be presented to the Board at the September 29, 2022 meeting for a “first read”.

Purchasing

Ms. Guernsey asked Ms. LeBoriosis to explain why the Purchasing policy was added to the agenda. Ms. LeBoriosis stated the District currently has a Purchasing policy which points to the Town; however, our current policy language conflicts with the Town language. Ms. LeBoriosis also explained the Town had some language in the charter revision which was contradictory. Ms. LeBoriosis stated the attorneys discussed changing the charter revision and the language has been changed. Ms. LeBoriosis explained it was recommended that we update our policy after looking at Purchasing policies from other districts.

Ms. Jacobsen stated the District has had significant challenges with the current policy. Ms. Jacobsen stated she is interested in a Purchasing policy which fulfills the obligations of the District. Ms. Jacobsen asked Ms. LeBoriosis if she has concerns about revisions to the policy being acceptable to the Town Finance Committee. Ms. LeBoriosis acknowledged she does have some concerns; however, she believes the Town Finance Committee is open to feedback.

Ms. Maxon-Kennelly asked Ms. Jacobsen to work with Ms. LeBoriosis on drafting the revisions to this policy.

3280 Gifts, Grants & Bequests & 1324 Fund Raising

Ms. LeBoriosis provided a hand-out to the committee with revisions to these two policies. Ms. LeBoriosis stated the red language is replacing the black language in both policies and regulations.

Ms. LeBoriosis stated she would like to add another policy specifically for the Student Activities Fund.

Ms. LeBoriosis stated she has a draft of the Booster Clubs policy and will provide it at the next meeting.

Open Discussion/Public Comment - none

APPROVED 10/11/2022

Adjournment - Ms. Maxon-Kennelly adjourned the meeting at 7:08pm.