

Board of Education Regular Meeting 2023

Thursday, October 19, 2023 7:00 PM

BOE Meeting Access: BOE (10/19/23 at 7 p.m.) Web:

<https://zoom.us/s/97400045646> Dial In: (929) 205-6099 Meeting ID: 974 0004 5646, 3 Brush Hill Road, New Fairfield, CT 06812

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE MINUTES

III.A. October 5, 2023 - Regular

III.B. October 11, 2023 - Special

IV. APPROVAL OF THE AGENDA

V. **PUBLIC PARTICIPATION** - *The Board welcomes public participation. Pursuant to our Board Policy, public participation is limited to no more than three (3) minutes per speaker and a total of no more than thirty (30) minutes total for the entire meeting. Individuals who wish to speak longer are encouraged to attend any and all related subcommittee meetings where most of the board's groundwork is done. We value your input, but due to these time limitations, we ask you to be concise and to observe the rules of common courtesy. [9320(a) of Board Bylaws]*

VI. BOARD AND ADMINISTRATIVE COMMUNICATIONS

VI.A. Chairman's Report

VI.B. Superintendent's Report

VI.C. Student Representatives' Report

VI.D. Committee Reports

VI.D.1. Business Operations/Resource Management
(Greg Flanagan)

VI.E. Liaison Reports

VI.E.1. Board of Finance (Ed Sbordone)

VI.E.2. Parks and Recreation Committee (K.
LaTourette, Greg Flanagan)

VII. INFORMATION ITEMS

VII.A. Healthier High School Start Time

VII.A.1. Update

VII.A.2. Transportation Study Report

VII.B. Board of Education 2024 Draft Regular Meeting
Dates

VII.C. Planning Commission - Plan of Conservation and
Development

VIII. **ACTION ITEMS**

VIII.A. Personnel Report

IX. **PUBLIC PARTICIPATION** - *The Board welcomes public participation. Pursuant to our Board Policy, public participation is limited to no more than three (3) minutes per speaker and a total of no more than thirty (30) minutes total for the entire meeting. Individuals who wish to speak longer are encouraged to attend any and all related subcommittee meetings where most of the board's groundwork is done. We value your input, but due to these time limitations, we ask you to be concise and to observe the rules of common courtesy. [9320(a) of Board Bylaws]*

X. **FUTURE AGENDA ITEMS**

XI. **BOARD MEMBER COMMENTS**

XII. **ADJOURNMENT**

**NEW FAIRFIELD BOARD OF EDUCATION
NEW FAIRFIELD, CT**

The New Fairfield Board of Education held a regular meeting on Thursday, October 5, 2023, at 7:00 p.m. in the New Fairfield Community Room, 33 Route 37, New Fairfield, CT.

MINUTES – October 5, 2023

PRESENT: Dominic Cipollone (Chairman), Tim Blair, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone, and Stephanie Strazza

ABSENT: Kathy Baker and Greg Flanagan

ALSO PRESENT: Superintendent of Schools Dr. Kenneth Craw, Pupil Personnel Director Maria Kennedy, High School Principal James D’Amico, New Fairfield Middle School Principal Karen Gruetzner, Elementary School Principal Allyson Story, and Elementary School Assistant Principal Rob Spino

I. CALL TO ORDER: Chairman Dominic Cipollone called the meeting to order at 7:01 p.m.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES

A. September 21, 2023 - Regular meeting - approved by consensus

IV. APPROVAL OF AGENDA - approved by consensus

V. PUBLIC PARTICIPATION

Sue Huwer spoke of the proposed solar study and thanked the BOE for tabling the decision to help fund the study. She noted that while she is in favor of the solar study, she expressed that the study should not be financed with BOE funds.

Don Kellogg asked the Board to consider adding AP Physics to the High School curriculum.

VI. BOARD AND ADMINISTRATIVE COMMUNICATIONS

A. Chairman’s Report - Dominic Cipollone reported on the following:

- Spoke of a letter that he received from a teacher in the district regarding ideas that her students came up with as incentives for better attendance.
- Spoke of a possible “Meet the Candidates” event that the high school for students to ask questions of candidates for New Fairfield Boards and Commissions.
- Spoke on behalf of Board member Greg Flanagan who thanked everyone at New Fairfield High School for helping his daughter during a recent medical incident at school.

B. Superintendent’s Report - Superintendent of Schools Dr. Kenneth Craw

- Spoke of the importance of relationships in education.
- Open House was held for all four schools including an Open House for Special Education families. He thanked Pupil Personnel Director Maria Kennedy for her help with this.
- The Healthier Start Time study will be resume with the possibility of the new times being implemented for the 2024-2025 school year.
- Spoke of the new age requirement for students entering Kindergarten. Currently, children turning five on or before December 31st can enter Kindergarten in September. The new law would require students to turn five before September 1st. This will start with the 2024-2025

school year. There will be a committee to look at the best ways to support families with this new requirement. More information regarding this new requirement will be given at meetings in the near future.

- Dr. Craw spoke of three components for a successful school year which include the importance of attendance, good communications between the school and the families and encouraging reading.

C. Student Representative Reports

Senior Representative Brennan Hearty noted that:

- Representatives from many colleges will be at the high school in the next couple of weeks.
- Seniors will attend Rebel Kick Start while the underclassmen take the PSAT's on October 12th.
- Yearbooks are currently for sale.
- Parent Conferences will take place at the high school on October 11th and 12th.

D. Committee Reports

1. Curriculum - Stephanie Strazza noted that this committee met on September 25th. They discussed the new Kindergarten age requirement and the introduction of play based learning for younger grades. There is legislation to add a Personal Finance class into curriculum which New Fairfield already has. The committee discussed the Science of Reading legislation. A Curriculum Report will come out in October and will be discussed at a future meeting.

2. Policy - Samantha Mannion noted that this subcommittee met on September 27th and voted on Policy 1330- Use of School Facilities. They also discussed the policy for non-resident students and the new legislation regarding Kindergarten age requirements.

3. New Fairfield High School Start and End Time Ad Hoc - Ed Sbordone noted that this committee met on Oct. 5th and discussed a timeline for possible implementation of the new start time. They discussed how transportation would be affected by the new times. Surveys will go out to families, students and teachers.

E. Liaison Reports - None

VII. INFORMATION ITEMS

A. New Fairfield High School Building Project Update

High School Principal James D'Amico thanked everyone for the successful Ribbon Cutting on September 23rd. He spoke of compliments received from Senator Richard Blumenthal.

B. 2023 Standardized Testing Results

Dr. Craw spoke of results for Standardized Testing for 2023 and specifically spoke of improvements in Math. He noted that data is used to form programs but reminded everyone that there are multiple assessments throughout the year and that students are assessed in many ways. Specific tests used for assessments include Advanced Placement Tests, SATs, Next Generation Science Standards and Smarter Balance Tests.

High School Principal James D'Amico spoke of data from AP Exams, SATs and Next Generation Science Standards for the high school students. There was a brief discussion of AP classes and how they compare to Early College Experience (ECE) classes. He spoke of the percentage of students meeting or exceeding benchmarks for all the assessments. There was a brief discussion of action plans and the positive influence of coaches.

Middle School Principal Karen Gruetzner and Elementary School Principal Allyson Story spoke of Smarter Balance Assessments and of the number of students meeting or exceeding benchmarks in both English Language Arts and Math. They spoke of Next Generations Science Standards. There was a

discussion of scores this year compared to pre-pandemic scores. There was a discussion of the effect of absenteeism on scores and the importance of both teachers and coaches.

C. 2024-2025 Budget Calendar

The Board reviewed tentative dates for upcoming budget meetings.

VIII. ACTION ITEMS

A. Personnel Report

MOTION: Kimberly LaTourette made a motion to recommend to the full Board the approval of the Personnel Report for September 28, 2023, as recommended by the administration. Stephanie Strazza seconded the motion. **IN FAVOR:** Tim Blair, Dominic Cipollone, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

B. District/Superintendent Goals

MOTION: Ed Sbordone made a motion to recommend to the full Board approval of the Superintendent/District Goals 2023-24. Tim Blair seconded the motion. **IN FAVOR:** Tim Blair, Dominic Cipollone, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

C. Board of Education Policies

Suspension of the Rules (referring to Policy 1330)

1. Policy 1330 - Use of School Facilities

MOTION: Samantha Mannion made a motion to suspend the rules referring to Policy 1330 “Use of School Facilities.” Kimberly LaTourette seconded the motion. **IN FAVOR:** Tim Blair, Dominic Cipollone, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

Samantha Mannion spoke of changes to Policy 1330, specifically an increase in the Field Fee schedule due to the need to replace the turf field at the high school.

MOTION: Samantha Mannion made a motion to recommend to the full Board the approval of Board of Education Policy 1330 as presented. Ed Sbordone seconded the motion. **IN FAVOR:** Tim Blair, Dominic Cipollone, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

D. Ratification of the Agreement between the New Fairfield Board of Education and the New Fairfield Administrators’ Association July 1, 2024 - June 30, 2027 (Executive Session)

IX. PUBLIC PARTICIPATION

Tom Perkins asked about the origination of the new legislation regarding the age to begin Kindergarten. It was noted that this is Connecticut General Statute. He further asked where he could find test assessment data in relation to other towns.

X. FUTURE AGENDA ITEMS

Dr. Craw spoke of the solar project study and noted that the Town was able to move forward without the need for a BOE contribution.

Amy Johnson asked for a punch list of items for both the high school and elementary school project.

XI. BOARD MEMBER COMMENTS

Samantha Mannion encouraged residents to visit the Board of Education tent at New Fairfield Day on October 14th.

Dominic Cipollone reminded everyone to not discuss political views in front of children.

XII. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING DOCUMENTS RELATED TO NFAA CONTRACT NEGOTIATIONS

MOTION: Dominic Cipollone made a motion to go into Executive Session at 8:26 p.m. for the purpose of discussing documents related to NFAA contract negotiations and to invite Dr. Craw into Executive Session. Samantha Mannion seconded the motion. **IN FAVOR:** Tim Blair, Dominic Cipollone, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

MOTION: Dominic Cipollone made a motion to come out of Executive Session at 8:39 p.m. Samantha Mannion seconded the motion. **IN FAVOR:** Tim Blair, Dominic Cipollone, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

MOTION: Ed Sbordone made a motion to recommend to the full Board to ratify the Agreement between the New Fairfield Board of Education and New Fairfield Administrator's Association for the period of July 1, 2024 - June 30, 2027. Samantha Mannion. **IN FAVOR:** Tim Blair, Dominic Cipollone, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

XIII. ADJOURNMENT

MOTION: Dominic Cipollone made a motion to adjourn the meeting at 8:40 p.m. Stephanie Strazza seconded the motion. **IN FAVOR:** Tim Blair, Dominic Cipollone, Amy Johnson, Kimberly LaTourette, Samantha Mannion, Ed Sbordone and Stephanie Strazza

Respectfully submitted,
Suzanne Kloos

**NEW FAIRFIELD BOARD OF EDUCATION
NEW FAIRFIELD, CT**

The New Fairfield Board of Education held a special meeting on Wednesday, October 11, 2023, at 7:00 p.m. via Zoom.

MINUTES – October 11, 2023

PRESENT: Dominic Cipollone (Chairman), Kathy Baker, Tim Blair, Greg Flanagan, Kimberly LaTourette, Samantha Mannion, and Stephanie Strazza

ABSENT: Amy Johnson and Ed Sbordone

ALSO PRESENT: Superintendent of Schools Dr. Kenneth Craw, Assistant Principal Dr. Jennifer Hilderbrand, Pupil Personnel Director Maria Kennedy and Attorney Andy Bellach (Shipman and Goodwin)

Quintin Flower explained the procedure for the virtual meeting and noted that this virtual meeting is available to everyone including members of the public.

I. CALL TO ORDER: Chairman Dominic Cipollone called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. LEGISLATIVE UPDATE

Superintendent of Schools Dr. Ken Craw spoke of recent changes in legislation and introduced Attorney Andy Bellach from the firm of Shipman and Goodwin.

Attorney Bellach gave a presentation of the 2023 Legislative changes and how they affect education. She focused on changes that affect school operations, students, special education, teaching and curriculum, and miscellaneous changes that will affect the district.

Topics that affect school operations include changes to required training for newly elected BOE members, posting of BOE documents and agendas, air quality inspections, posting of a Memorandum of Understanding and keeping of records for School Resource Officers, Title IX Compliance Tool Kit and Opioid Antagonist Access.

Changes in legislation that affect students include the raising of the kindergarten age, statutory provisions related to bullying and new training requirements for school employees.

Changes in Special Education legislation include the age of eligibility for special education students, the requirement to hire a transition services coordinator and information required to be provided to the parents of special education students. Age-appropriate handouts rd will now be required to explain the rights of special education students. Special Education audits must be conducted in random school districts each year.

Changes affecting teaching and curriculum include implementations of reading programs and play-based learning.

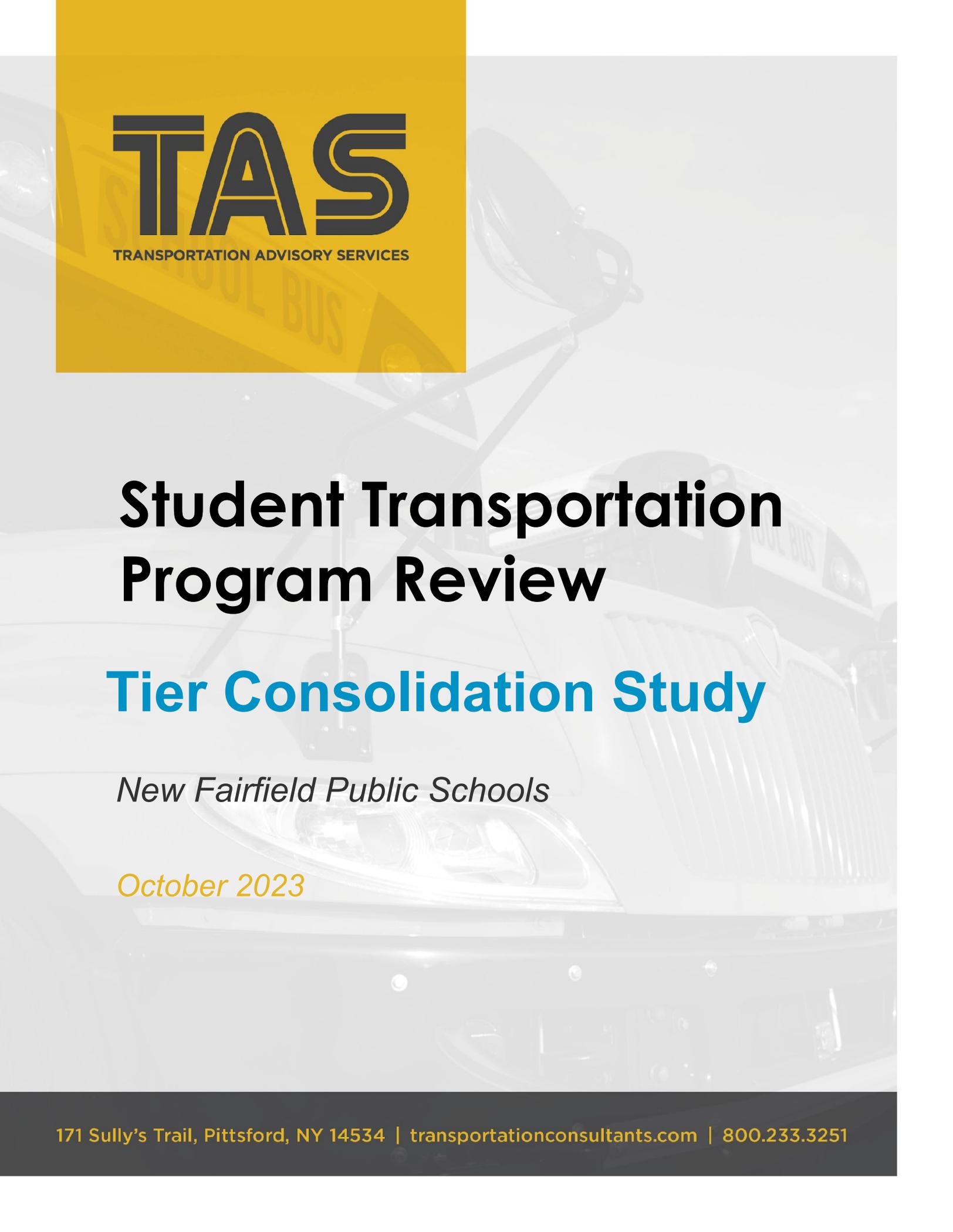
Miscellaneous statutory changes include the requirement for recycling of organic material and the proclamation of May 23rd of each year to be Intellectual and Development Disability Awareness and Advocacy Day. The law now requires reimbursement from Medicare for school based medical health assessments.

Members of the BOE asked questions of Attorney Bellach and spoke briefly of these changes.

IV. ADJOURNMENT

MOTION: Dominic Cipollone made a motion to adjourn the meeting at 8:06 p.m. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Kimberly LaTourette, Samantha Mannion, and Stephanie Strazza

Respectfully submitted,
Suzanne Kloos



TAS

TRANSPORTATION ADVISORY SERVICES

Student Transportation Program Review

Tier Consolidation Study

New Fairfield Public Schools

October 2023



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Introduction

1

Transportation Advisory Services (**TAS**) was engaged to perform an analysis of the student transportation program of the New Fairfield Public Schools (hereinafter referred to as the “District”). The purpose of this Study was to provide a third-party perspective on the changing of bell times and moving to a two-tier structure.

The District’s liaison for the project was Carrie E. DePuy, Director of Business & Operations for the New Fairfield Public Schools. Christopher Wojciechowski served as the consultant for **TAS**.

An evaluation and overview of the school routes and bell times were sought by the District. One consideration is the potential additional cost or savings of making the change from three tiers to two tiers. In this report, we have addressed areas that we believe the District should consider when making changes to the bell times and presented two scenarios to consider. The District wanted to make sure that the contractor has enough buses to transport all students in the case of an emergency.

It is important to keep in mind that the current practices include long-standing historical practices in the Community and the District.

New Fairfield Public Schools reported an enrollment of 2,071 students in District schools, grades K through 12, for the school year (2022-2023).

The district has 4 spare buses that are part of their contract that are rotated into the fleet for maintenance of other vehicles and charter trips.

Introduction (cont.)

STUDY PROFILE

Transportation to and from the District Schools is provided using a three-tier routing system, with bell times as noted below:

School	Grades	School Start Time	School Release Time	Length of Day
New Fairfield High School	9-12	7:15 AM	2:05 PM	6 hrs., 50 mins
New Fairfield Middle School	6-8	8:00 AM	2:50 PM	6 hrs., 50 mins
CONS/MHHS	K-5	8:55 AM	3:35 PM	6 hrs., 40 mins

Throughout this report we have provided our perspectives and recommendations in several areas. Each scenario was developed to provide the District with two options to consider for more cohesive bell times. *In some areas the desired changes may necessitate negotiations, or changes to contractual agreements, and these types of changes can be very difficult and time consuming.*

We commend the District for their willingness to conduct a third-party review of the program. We often caution Districts... *“Don’t ask the question if you don’t want to hear the answer.”* The New Fairfield Public Schools has been willing to be open and cooperative in our review of the District’s transportation services.

We believe this report will provide the Administration with a thorough understanding of the issues and insights on the pros and cons of making the type of changes that would help the program meet the community’s educational needs at the lowest possible cost.

Methodology

2

The first step in any comprehensive transportation study is to gain a detailed understanding of the District's operations and the key financial metrics that report on its operations. To begin this process, TAS provided the District with an extensive request for background information as well as specific transportation data related to the facilities, the fleet of vehicles, the maintenance program, the labor agreements in place, the financial reporting, and the routing procedures currently being utilized. Upon receipt of this data and the performance of on-site interviews, TAS was able to gain a detailed understanding of the District's overall transportation program.

The following activities were undertaken as part of our analysis:

1) Data Collection - Additional documents and analyses were provided by the District in response to questions raised during the analysis process. Throughout the review process, additional items were discussed or provided via telephone conversations or email.

The District staff members were exceptionally responsive in providing all information requested in a thorough and timely fashion.

2) Data Analysis – This included looking at the number of runs, cost differences and drivers needed.

3) Scenario Development – TAS came up with two different scenarios for the District to consider implementing. Considerations and input from the District were taken into account when developing the different scenarios.

TAS uses available information and its experience to estimate the potential costs and/or savings of transportation service arrangements described in this study. Although experience can be an excellent basis for projections, TAS does not warrant that the costs or savings estimated herein will be realized if implemented.

Executive Summary 3

As stated in the Introduction section of this report, the comments contained herein pertain to those aspects of the engagement that are within the scope of the study as determined by the District.

Process Recommendation

This report contains several recommendations. We suggest that the District request a review of the report in detail by the District's transportation leaders, with the intention of summarizing the recommendations and responding with comments or changes. In those instances where the recommendations should move forward, the transportation leaders should propose a timeline for implementation along with an estimate on the cost or potential savings. The District should then be held accountable for implementation. As mentioned, in some cases the implementation of recommendations may be delayed due to contractual limitations.

In those instances where there is a disagreement with the suggestions or recommendations in this report, the transportation leaders should document the disagreement and support the District's position. Alternatively, a different approach to the same end could be recommended by the Department.

Recommendations pertaining to each section of this report are embodied in those sections. Some of those recommendations are also included here in summary for easy reference. For a more definitive discussion of each topic, please refer to the section itself. The following recommendations are not listed in any prioritized order.

Bell Time Restructure

The District is also looking to switch their start times into two tiers that will match the chart on the next page. Switching to two start times as indicated on the following charts does open the District to some challenges, which will include fuller middle school/high school buses. Later start times also means athletics and after-school activities will need to make adjustments. There will also be changes in runs for some out-of-District runs due to the changes in times.

Executive Summary

Another factor to changing bell times would be the out-of-District runs. With the existing locations that the District runs, there would not be a large change that would result in additional buses or drivers. The buses consolidating to two tiers would result in more time outside of the original operating time and would be able to service those runs.

In our experience with other Districts, we have seen combined middle school and high school students on the same runs. These Districts have seen success in doing this.

Executive Summary (cont.)

Option 1			
Building	Start	End	Length of Day
New Fairfield High School	8:00	2:45	6:45
New Fairfield Middle School	8:00	2:45	6:45
CONS/MHHS	8:55	3:35	6:40
Henry Abbott Technical High School	7:20	2:15	6:46

Option 2			
Building	Start	End	Length of Day
New Fairfield High School	7:50	2:40	6:50
New Fairfield Middle School	7:50	2:40	6:50
CONS/MHHS	8:55	3:35	6:40
Henry Abbott Technical High School	7:20	2:15	6:46

Existing Situation 4

The District is currently operating on a three tier for its school bell times. This means that most buses bring students to three different schools in both the morning and the afternoon runs.

On the next page, there are the times of operation of the current elementary student school bus runs and their current ridership. We will utilize this data to help formulate the transition to a two-tier system. On the following pages, we include the same for the middle school and high school. We believe that using current real data is crucial in determining future goals and plans for consolidating to two tiers.

Existing Situation (cont.)

Elementary:

There are currently 19 buses transporting 865 students in the morning and 863 students in the afternoon.

Elementary		AM Routes				PM Routes			
Bus #	Capacity	Start	Dest	Students	Time	Start	Dest	Students	Time
1	77	8:06	8:38	31	0:32	3:40	4:10	31	0:30
2	77	7:55	8:39	50	0:44	3:40	4:21	51	0:41
3	77	7:55	8:39	39	0:44	3:40	4:23	40	0:43
4	77	8:03	8:38	54	0:35	3:40	4:13	56	0:33
5	77	8:01	8:38	49	0:37	3:40	4:15	52	0:35
6	77	8:03	8:38	40	0:35	3:40	4:13	40	0:33
7	77	8:05	8:38	46	0:33	3:40	4:11	42	0:31
9	77	8:00	8:38	37	0:38	3:40	4:16	37	0:36
10	77	8:02	8:38	49	0:36	3:40	4:14	51	0:34
11	77	8:08	8:38	54	0:30	3:40	4:09	53	0:29
12	77	8:03	8:38	40	0:35	3:40	4:11	40	0:31
13	77	8:10	8:40	60	0:30	3:40	4:06	61	0:26
14	77	8:02	8:38	47	0:36	3:40	4:14	42	0:34
15	77	8:05	8:38	38	0:33	3:40	4:10	39	0:30
16	77	8:06	8:38	48	0:32	3:40	4:09	48	0:29
17	77	8:08	8:38	46	0:30	3:40	4:09	48	0:29
18	77	8:22	8:38	42	0:16	3:40	3:55	38	0:15
19	77	7:52	8:38	55	0:46	3:40	4:23	54	0:43
21	77	8:04	8:38	40	0:34	3:40	4:10	40	0:30

Existing Situation (cont.)

Middle School:

There are currently 14 buses transporting 486 students in the morning and 491 students in the afternoon.

Middle School		AM Routes				PM Routes			
Bus #	Capacity	Start	Dest	Students	Time	Start	Dest	Students	Time
1	77	7:22	7:48	53	0:26	2:50	3:12	53	0:22
4	77	7:17	7:47	34	0:30	2:50	3:16	36	0:26
5	77	7:25	7:47	38	0:22	2:50	3:11	39	0:21
6	77	7:16	7:50	43	0:34	2:50	3:22	43	0:32
7	77	7:01	7:40	33	0:39	2:50	3:25	33	0:35
9	77	7:16	7:47	36	0:31	2:50	3:21	34	0:31
10	77	7:12	7:46	30	0:34	2:50	3:20	32	0:30
11	77	7:23	7:48	21	0:25	2:50	3:09	21	0:19
12	77	7:18	7:47	35	0:29	2:50	3:15	35	0:25
13	77	7:03	7:43	38	0:40	2:50	3:26	38	0:36
14	77	7:22	7:47	30	0:25	2:50	3:17	30	0:27
15	77	7:18	7:48	26	0:30	2:50	3:16	27	0:26
16	77	7:15	7:47	34	0:32	2:50	3:18	35	0:28
21	77	7:16	7:45	35	0:29	2:50	3:15	35	0:25

Existing Situation (cont.)

High School:

There are currently 13 buses transporting 735 students in the morning and 686 students in the afternoon.

High School		AM Routes				PM Routes			
Bus #	Capacity	Start	Dest	Students	Time	Start	Dest	Students	Time
1	77	6:35	7:09	41	0:34	2:10	2:40	36	0:30
2	77	6:17	7:04	77	0:47	2:10	2:51	76	0:41
3	77	6:20	7:06	65	0:46	2:10	2:49	57	0:39
4	77	6:34	7:10	56	0:36	2:10	2:40	55	0:30
6	77	6:37	7:10	56	0:33	2:10	2:40	57	0:30
10	77	6:42	7:09	69	0:27	2:10	2:33	68	0:23
11	77	6:40	7:11	76	0:31	2:10	2:32	69	0:22
12	77	6:35	7:12	71	0:37	2:10	2:44	71	0:34
13	77	6:26	6:59	32	0:33	2:10	2:35	30	0:25
14	77	6:37	7:10	43	0:33	2:10	2:33	41	0:23
17*	77	N/R	N/R	N/R	N/R	2:10	2:25	18	0:25
18*	77	6:15	7:24	18/37	1:09	2:15	3:05	18	0:50
19	77	6:25	7:03	39	0:38	2:10	2:43	38	0:33
21	77	6:27	7:03	73	0:36	2:10	2:41	70	0:31

* Bus 18 AM picks up Sherman (18) and Abbott Tech students, drops at NFHS, then goes to Veterans Mem. to pick up more Abbott Tech students and drops them at Abbott Tech (37).

Bus 18 PM - picks up approx half of the students at Abbott Tech and drops at home. The rest of the Tech students are transported by Van 30.

Bus 17 PM - picks up Sherman students at NFHS and drops at Sherman School and Leach Hollow

Existing Situation (cont.)

Morning Runs:

The chart below is the existing transportation schedule for each bus in the morning for New Fairfield Public Schools. The bus number is on the left-hand side and the time the bus is in operation is at the top. The blue section demonstrates the time the bus is transporting students. As you can see from the chart, the buses mostly operate for three schools. There are some instances of inefficiencies that are costing the District extra money. We will utilize this information to effectively provide data for a two-tier system.



Existing Situation (cont.)

Afternoon Runs:

The chart below is the existing transportation schedule for each bus in the afternoon for New Fairfield Public Schools. The bus number is on the left-hand side and the time the bus is in operation is at the top. The blue section demonstrates the time the bus is transporting students. As you can see from the chart, the buses mostly operate for three schools. There are some instances of inefficiencies that are costing the District extra money. We will utilize this information to effectively provide data for a two-tier system.



Tier Consolidation Options 5

Two-Tier Option 1

In option one, the District is shifting to a two-tier system that allows 50-55 minutes in between tiers. Most high school and middle school routes will need to be redone as a result of the change to two tiers. This option would get the students to school just in time for the longest routes. It also allows for greater time for tech students to arrive to the high school in the afternoon.

Option 1			
Building	Start	End	Length of Day
New Fairfield High School	8:00	2:45	6:45
New Fairfield Middle School	8:00	2:45	6:45
Cons/MHHS	8:55	3:35	6:40
Henry Abbott Technical High School	7:20	2:15	6:46

Two-Tier Option 2

In option two, the District is shifting to a two-tier system that allows 55-65 minutes in between tiers. Most high school and middle school routes will need to be redone as a result of the change to two tiers. This option would get the students to school with some flexibility as the longest current routes are around 46 minutes. This allows less time for the tech students to arrive at the high school for afternoon transportation

Option 2			
Building	Start	End	Length of Day
New Fairfield High School	7:50	2:40	6:50
New Fairfield Middle School	7:50	2:40	6:50
Cons/MHHS	8:55	3:35	6:40
Henry Abbott Technical High School	7:20	2:15	6:46

Bell Time Change

Considerations

When considering switching bell times, it is important to note the constraints for the District. These include the following:

- Start times for students,
- Bus capacity,
- Athletic start times and driver availability,
- Current routes and the time it takes to complete those routes,
- Transportation Contract, and
- Students eligible for transportation.

When going from a three-tier to a two-tier structure, the middle school and high school will both start at the same time. It would make sense to place 6th through 12th graders on the same bus to prevent as much overlap as possible and to keep the routes as short as possible. The elementary runs would not need to change. Since there are 19 routes for the elementary school, we will attempt to utilize those 19 runs to service the middle school and high school, with the understanding that there are a considerable number of students at the tech program that is serviced by two buses in the afternoon. We would encourage the District to attempt to keep morning and afternoon runs as similar as possible to prevent driver and student confusion, and we have found that this method tends to be the most efficient.

Moving forward, the main constraints would be:

- 19 buses to service the middle school and high school tier,
- Time for buses to drop off older students in the afternoon and return to the elementary school,
- The desire to schedule no more than the capacity of the bus in the event one school needs to evacuate,
- The number of middle school and high school students eligible for transportation.

Bell Time Change

There are currently 1,221 middle school and high school students who are eligible for transportation in the morning and 1,214 in the afternoon (the afternoon number includes the students riding the tech bus). One goal is to equally distribute all students across the 19 available buses. We would encourage the District to transport the tech students from the Henry Abbott Technical High School to the high school in the afternoon. We have mapped out all of the students for the high school and middle school and provided a potential plan that could be utilized to transport the students.

The buses have a scheduled ridership of 48 at a minimum to 77 at the maximum. We understand that it would not be comfortable for 77 students to ride the bus; however, the ridership levels in middle school and high school tend to be between 30% and 60%. If the bus with 77 students had a 60% ridership rate, the number of students would be 46 students riding the bus, and there would not be a need for older students to sit three to a seat except for an instance where there is a need to quickly evacuate.

When combining the runs, we believe that the runs would not become much longer in any instance. In most cases, we believe that the run times would become shorter due to the nature of the District picking up more students in a more concentrated area.

From a financial impact, there would not be a major change since the District is charged for each bus per day regardless of how long the bus operates. We believe that this incentivizes the contractor to have more buses with shorter operational use. This should be considered changing next time the District goes out to bid or RFP.

On the next page, we have laid out a potential coverage area that would be utilized for the middle school and high school runs. Each area represents the location of where each bus picks up students. The areas provided keep the total scheduled students under the maximum capacity of the bus of 77. This is the same for the morning and afternoon runs with the Tech students transported from the Henry Abbott Technical High School back to the high school to be distributed onto the bus they took in the morning.

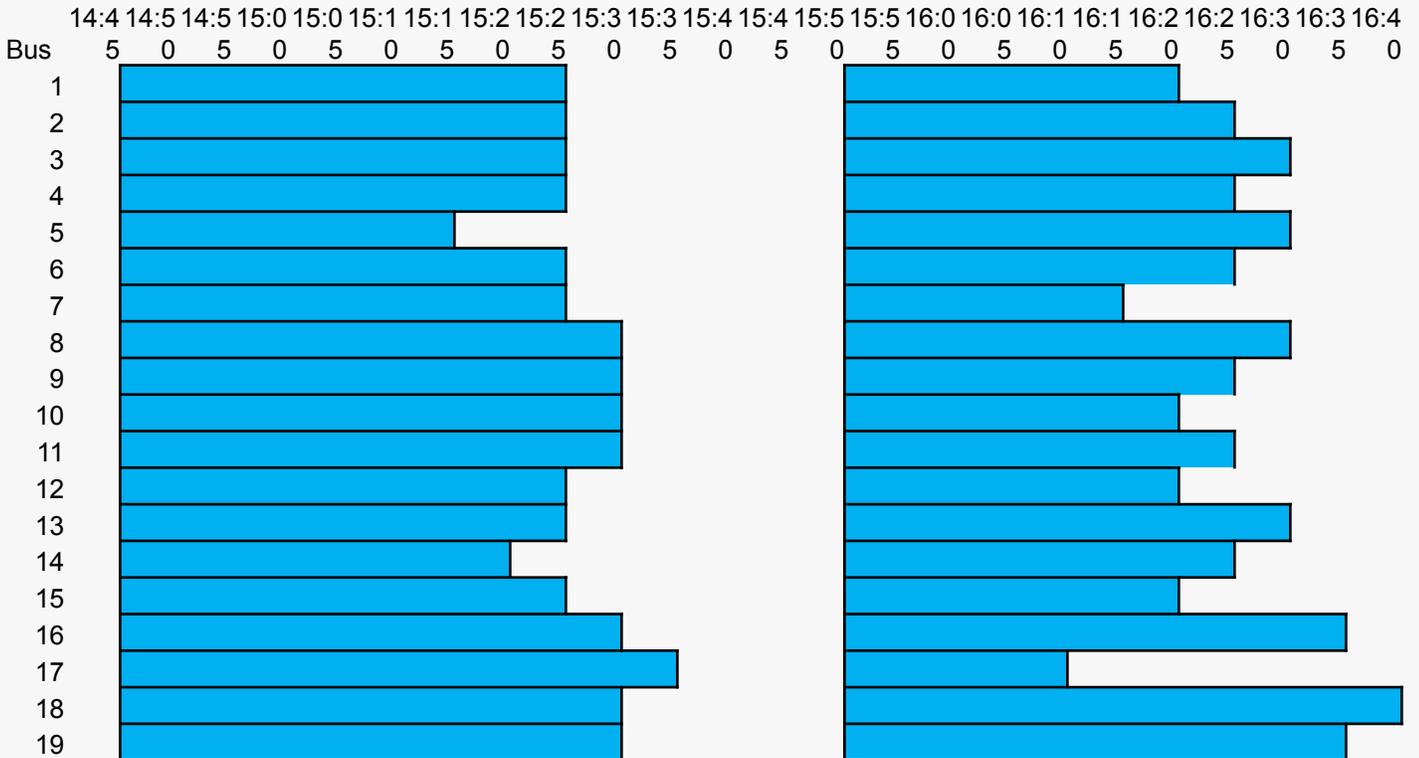
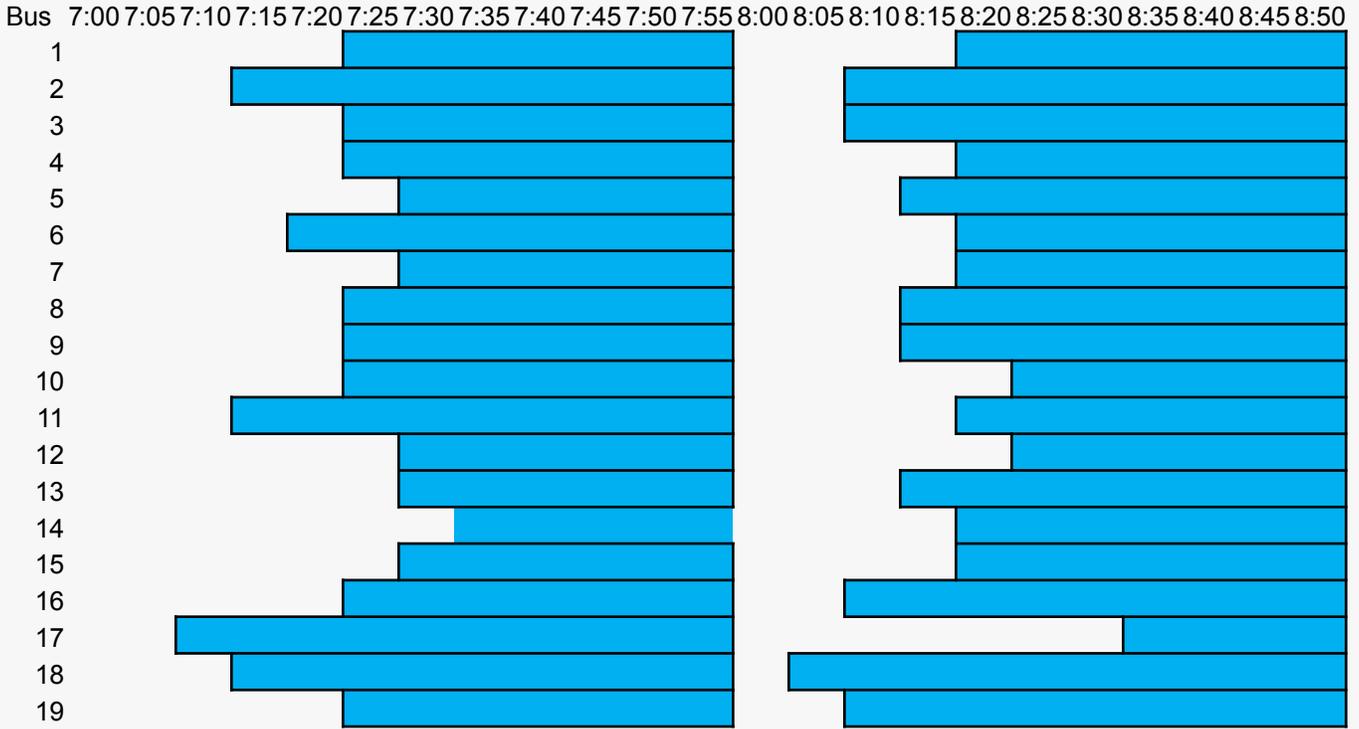
Bell Time Change

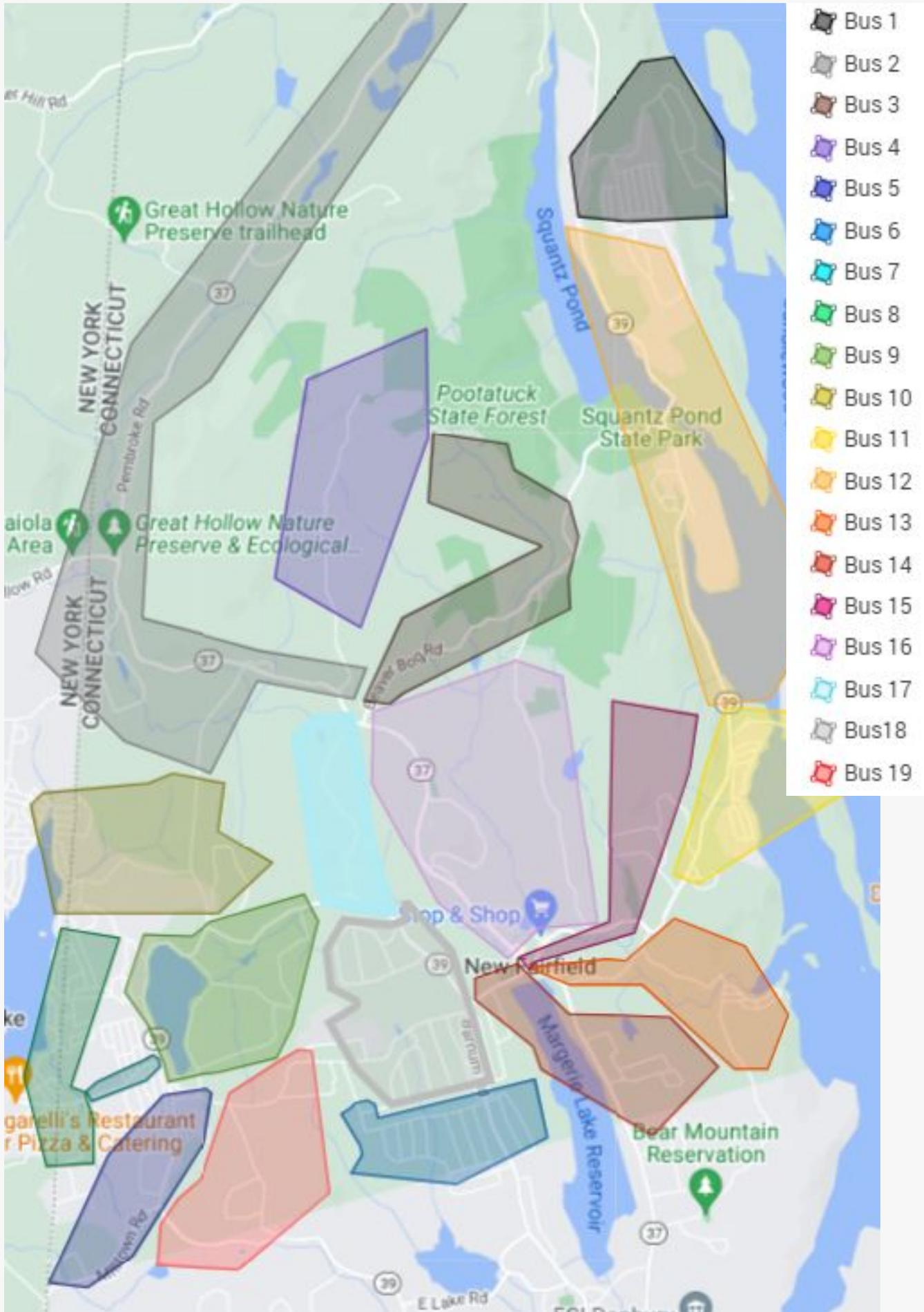
Planned # MS & HS Students by Bus		
# of Buses	Students Scheduled	Maximum anticipated ridership
1	75	45
2	48	29
3	66	40
4	50	30
5	55	33
6	65	39
7	70	42
8	72	43
9	70	42
10	68	41
11	60	36
12	60	36
13	66	40
14	58	35
15	73	44
16	77	46
17	68	41
18	65	39
19	55	33

The Henry Abbott Tech students would be transported on one of these buses in the morning and in the afternoon those students would be transported from Henry Abbott to the High School and then dispersed on to the 19 buses listed above.

Bell Time Change – Twp-Tier

This chart represents the run time for the 19 buses in the morning and afternoon in a two-tier system.





Bell Time Change

Financial Considerations

The following are several consideration from a financial perspective:

- Consolidating to two tiers allows for a shorter day and potentially cost savings,
- Fuel savings will be seen by consolidating as long as the contractor doesn't add any runs. Fuel savings will range from 10% to 30% of the existing fuel costs,
- Maintaining the current number of buses in the fleet will contain costs.

Athletic Runs

6

Considerations

The following concerns regarding a change in start time were expressed by the District:

There is a concern that there will be an increased travel time for athletes getting to games on time. With both options presented the departure time would result in the buses leaving 25 to 35 minutes later and on a similar schedule as many of the Districts peers.

There is also the thought that there will be a lack of conference opponents who have later end times. The District is among the earliest District to release at 2:05 PM. With the change, the District will be around the average dismissal time for similar Districts. The lack of lighted fields across SWC schools to host night games is a concern that unfortunately could not be adequately addressed by a bell time shift. It should be considered when scheduling games.

When students and teachers need to leave early for games, it is important to balance arriving to a game on time and the instructional time. The shifting of bell times will have a very minor impact as the difference will be between 35 and 45 minutes.

There is also a consideration that the current and/or future bus company could not fulfill the charters to the games. Under the proposed options, there would still be the same availability for buses to take students as the existing situation. The additional cost should be borne by the contractor and language in the upcoming RFP should reflect these concerns.

The District should also consider adding the requirement of undercarriage storage to their buses for their next contract. This will allow the District to transport teams equipment in a safer compartment and reduce the frequency that a separate bus is needed for equipment only.

Conclusion

7

It is possible to go to a two-tier system with reducing the number of runs from 20 to 19. The district will need to stay on top of the contractor in order to meet the goals and recommendations by the report.

Requirements to make this happen:

- Constant communication with the contractor,
- Insistence on following district prerogatives,
- Board approval,
- Community support,
- Providing the benefits of the switch, and
- Careful consideration paid when scheduling athletic trips.

Healthier High School Start Time



Update to the New Fairfield Board of Education
March 16, 2023

Revised October 5, 2023
For HS Start Time Ad Hoc Committee

History of the Process

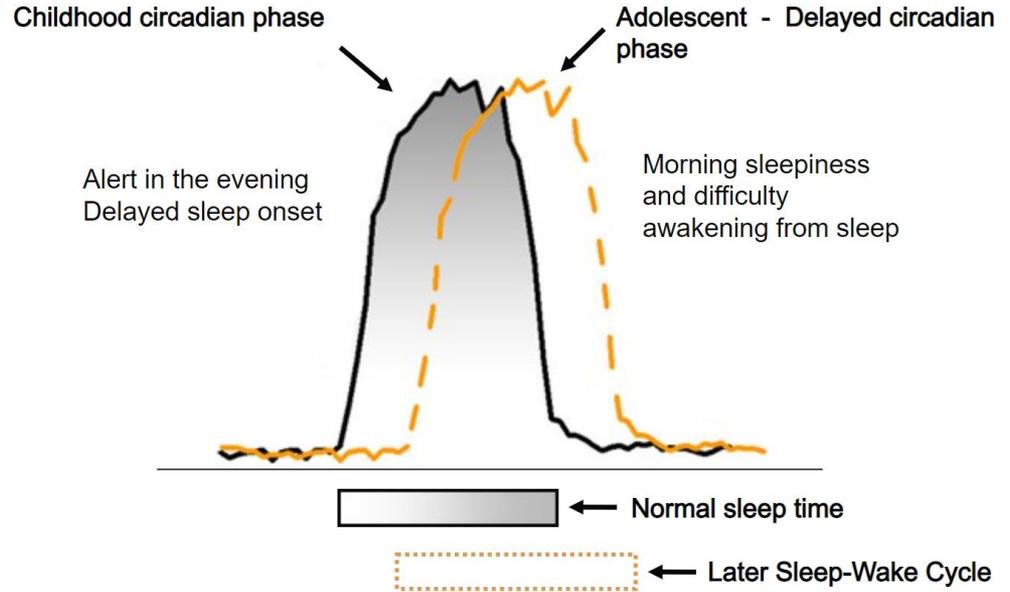
- BOE Studied School Start Times from 2018-2020
- Decision Was Postponed During Construction of the New High School
- Healthier Start Time Study Resumed in January 2023
- Healthier Start Time Task Force and BOE Subcommittee are charged with studying a shift in the high school start/end time and making a recommendation to the BOE.

Why Start High School Later?

Adolescent Sleep-Wake Cycle

Puberty changes teens' internal clocks

- Circadian Rhythms
- Natural sleep time shifts to 11:00 pm or later



American Academy of Sleep Medicine

Why Start High School Later?

American Academy of Pediatrics (AAP)

- Middle and high schools should start school later to give adolescents the opportunity to get the sleep they need.

Centers for Disease Control (CDC)

- Schools Start Too Early

Most U.S. middle and high schools start the school day too early



5 out of 6 U.S. middle and high schools start the school day before **8:30AM**

The American Academy of Pediatrics has recommended that middle and high schools should aim to start no earlier than 8:30 AM to enable students to get adequate sleep.



Teens need at least **8** hours of sleep per night.



Younger students need at least **9** hours.



2 out of 3 U.S. high school students sleep less than **8 hours** on school nights

Adolescents who do not get enough sleep are more likely to



be overweight



not get enough physical activity



suffer from depressive symptoms



engage in unhealthy risk behaviors such as drinking alcohol, smoking tobacco, and using illicit drugs



perform poorly in school

For more information: www.cdc.gov

Why Start High School Later?

Adolescents who do not get enough sleep are more likely to:

- Be overweight.
- Not engage in daily physical activity.
- Suffer from symptoms of depression.
- Engage in unhealthy risk behaviors such as drinking, smoking tobacco, and using illicit drugs.
- Perform poorly in school.

The American Academy of Sleep Medicine recommends that teenagers aged 13 to 18 years should regularly sleep 8 hours or more per day for good health.

[Adolescents and Sleep](#)

SWC Schools' Schedules

School	Class Begins	Class Ends	Total School Day
New Fairfield	7:15 AM	2:05 PM	6:50
Pomperaug	7:20 AM	2:05 PM	6:45
Masuk	7:25 AM	2:00 PM	6:35
Abbott Tech	7:30 AM	2:10 PM	6:40
Barlow	7:30 AM	2:07 PM	6:37
Bethel	7:30 AM	2:10 PM	6:40
Bunnell	7:30 AM	2:00 PM	6:30
Stratford	7:30 AM	2:00 PM	6:30
New Milford	7:35 AM	2:15 PM	6:40
Immaculate	7:45 AM	2:00 PM	6:15
Weston	7:45 AM	2:30 PM	6:45
Shepaug	7:55 AM	2:55 PM	7:00
Brookfield*	8:00 AM	2:45 PM	6:45
Newtown	8:00 AM	2:32 PM	6:32
Notre Dame-Fairfield	8:00 AM	2:00 PM	6:00
Kolbe Cathedral	8:15 AM	2:15 PM	6:00

- NFHS has earliest current start time
- Brookfield moved to 8 AM start time in 2023-24
- Abbott Tech and Shepaug not in SWC, receive NF students

6 Key Considerations

- Transportation & Budget
- Traffic Flow
- Athletics & Instructional Time
- Town Programs
- Bargaining Unit Implications
- Implementation Timeline

Consideration: Transportation & Budget

Current 3- Tier Transportation System:

Grade Band	# Buses
K-5	19
6-8	14
9-12	13

2-Tier Transportation System

Grade Band	# Buses
K-5	19
6-12	19

Transportation study was conducted to document existing 3-tier system and present considerations for a two-tier consolidation.

We are currently in year 5 of a 5-year contract with First Student. A potential change in start time would coincide with a new bus contract beginning with the 2024-25 school year.

Consideration: Traffic Flow

- New traffic flow has been observed with the start of the new school year. The administration is in regular consultation with the police department regarding the traffic flow to refine the process for both the middle school and high school runs.
- The bus and parent pick up/drop off was designed for the possibility of a 2-tier transportation system.
- The arrival process for a combined MS/HS run would follow a drop-and-go procedure. Currently, students remain on the MS buses until 7:50 a.m.

Athletics & Instructional Time

NF has 26 varsity sports during the fall, winter and spring seasons.

There are logistical considerations to take into account in moving to a later start time.

- Instructional Time
 - As is currently the case, athletes and coaches need to leave early for games.
 - Later end time will result in additional instructional time missed.
 - We are looking into how a rotating high school schedule would lessen this impact.
- Southwest Conference (SWC)
 - Many conference opponents do not have later end times.
 - NF Athletic Director will work with opponent AD to accommodate a later end time.

Consideration: Town Programs

- Later high school end time will shift youth sports activities for outdoor sports.
- The high school will have a new gym as well as the old high school gym. We can practice more HS students earlier.
- Once the high school is done with their practices, the community will have access additional resource to mitigate this challenge.

Consideration: Bargaining Unit Implications

- High school staff will need advance notice of any changes in their work hours.
- Some staff will need to plan for childcare needs.
- Staff with other after-school commitments would need sufficient notice of changes to their work day.

Consideration: Implementation Timeline

- If there is a shift to a later start time, it will take place no earlier than the 2024-25 school year.
- A decision on changing start/end times will occur by January 2024.
- Timeline is important because it allows time for:
 - Community input,
 - Further study of the considerations outlined in this presentation,
 - Budget development for FY 25.

Next Steps for the Task Force?

- October, 2023:
 - Review Transportation Report
 - Initiate Bid Process for New Transportation Contract
 - Stakeholder Surveys - All Families, Students Grades 6-12, Prek-12 Teachers

- November 2023:
 - Review bids with Business and Operations Committee & BOE
 - Review survey results with the BOE and community

- December 2023 - Recommendation from Ad Hoc Committee to the BOE

Members of the Task Force

Kathy Baker, Board of Education

Ed Sbordone, Board of Education

Kenneth G. Craw, Ed.D., Superintendent

Julie Luby, Assistant Superintendent

Carrie DePuy, Director of Business & Operations

James D'Amico, NFHS Principal

Mark Ottusch, Athletic Director

Andrea Forzaglia, NF Education Association

Kyle Schmitt, NF Education Association

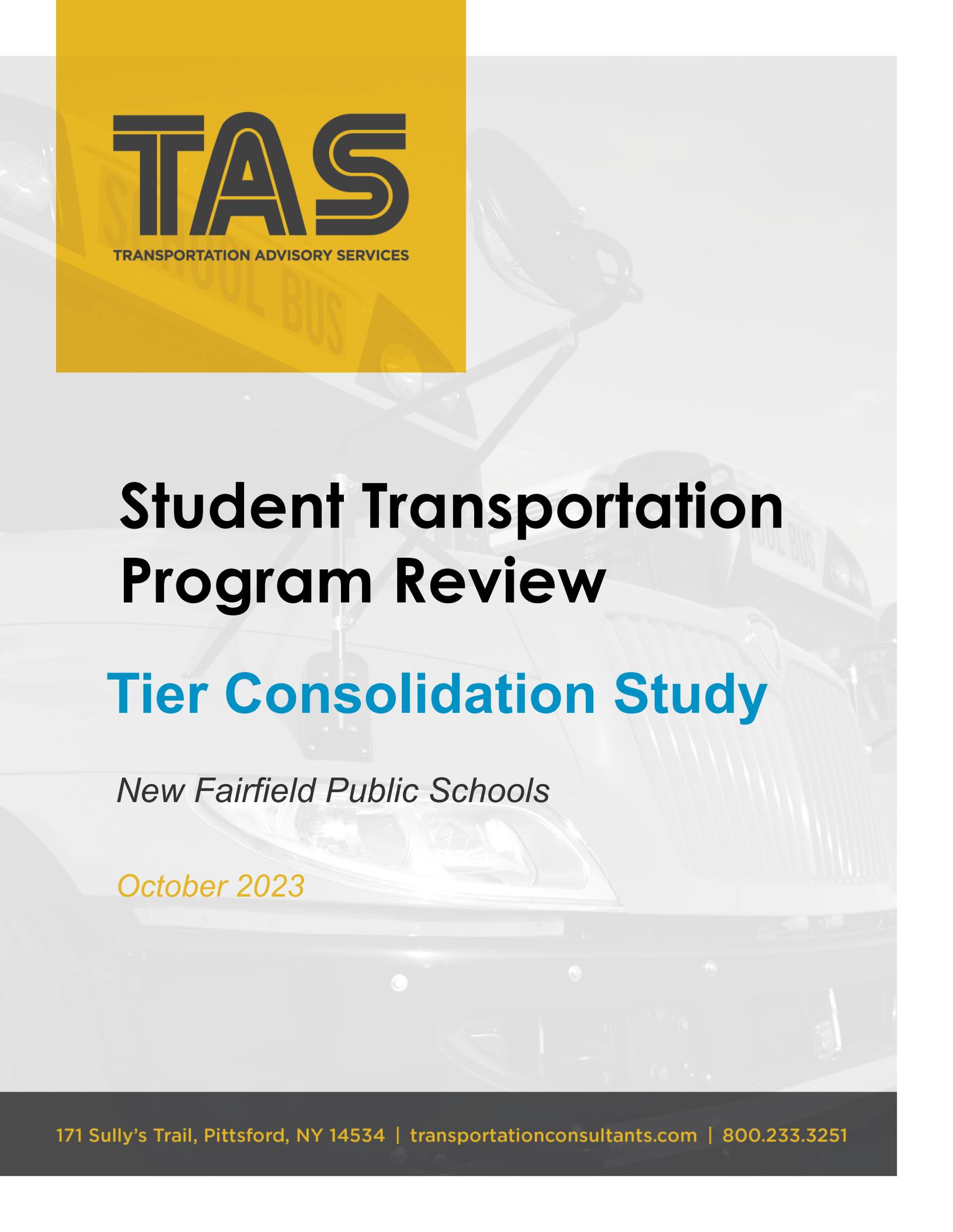
Jody Michalek, Paraprofessional Association

Amanda Lombard, PTO

Millie Kellogg, PTO

Peter Pomeroy, Parent

Rick Regan, Community Member



TAS

TRANSPORTATION ADVISORY SERVICES

Student Transportation Program Review

Tier Consolidation Study

New Fairfield Public Schools

October 2023



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Introduction

1

Transportation Advisory Services (**TAS**) was engaged to perform an analysis of the student transportation program of the New Fairfield Public Schools (hereinafter referred to as the “District”). The purpose of this Study was to provide a third-party perspective on the changing of bell times and moving to a two-tier structure.

The District’s liaison for the project was Carrie E. DePuy, Director of Business & Operations for the New Fairfield Public Schools. Christopher Wojciechowski served as the consultant for **TAS**.

An evaluation and overview of the school routes and bell times were sought by the District. One consideration is the potential additional cost or savings of making the change from three tiers to two tiers. In this report, we have addressed areas that we believe the District should consider when making changes to the bell times and presented two scenarios to consider. The District wanted to make sure that the contractor has enough buses to transport all students in the case of an emergency.

It is important to keep in mind that the current practices include long-standing historical practices in the Community and the District.

New Fairfield Public Schools reported an enrollment of 2,071 students in District schools, grades K through 12, for the school year (2022-2023).

Introduction (cont.)

STUDY PROFILE

Transportation to and from the District Schools is provided using a three-tier routing system, with bell times as noted below:

School	Grades	Start Time	Release Time	Length of Day
New Fairfield High School	9-12	7:15 AM	2:05 PM	6 hrs., 50 mins
New Fairfield Middle School	6-8	8:00 AM	2:50 PM	6 hrs., 50 mins
CONS/MHHS	K-5	8:55 AM	3:35 PM	6 hrs., 40 mins

Throughout this report we have provided our perspectives and recommendations in several areas. Each scenario was developed to provide the District with two options to consider for more cohesive bell times. *In some areas the desired changes may necessitate negotiations, or changes to contractual agreements, and these types of changes can be very difficult and time consuming.*

We commend the District for their willingness to conduct a third-party review of the program. We often caution Districts... *“Don’t ask the question if you don’t want to hear the answer.”* The New Fairfield Public Schools has been willing to be open and cooperative in our review of the District’s transportation services.

We believe this report will provide the Administration with a thorough understanding of the issues and insights on the pros and cons of making the type of changes that would help the program meet the community’s educational needs at the lowest possible cost.

Methodology

2

The first step in any comprehensive transportation study is to gain a detailed understanding of the District's operations and the key financial metrics that report on its operations. To begin this process, TAS provided the District with an extensive request for background information as well as specific transportation data related to the facilities, the fleet of vehicles, the maintenance program, the labor agreements in place, the financial reporting, and the routing procedures currently being utilized. Upon receipt of this data and the performance of on-site interviews, TAS was able to gain a detailed understanding of the District's overall transportation program.

The following activities were undertaken as part of our analysis:

1) Data Collection - Additional documents and analyses were provided by the District in response to questions raised during the analysis process. Throughout the review process, additional items were discussed or provided via telephone conversations or email.

The District staff members were exceptionally responsive in providing all information requested in a thorough and timely fashion.

2) Data Analysis – This included looking at the number of runs, cost differences and drivers needed.

3) Scenario Development – TAS came up with two different scenarios for the District to consider implementing. Considerations and input from the District were taken into account when developing the different scenarios.

TAS uses available information and its experience to estimate the potential costs and/or savings of transportation service arrangements described in this study. Although experience can be an excellent basis for projections, TAS does not warrant that the costs or savings estimated herein will be realized if implemented.

Executive Summary

3

As stated in the Introduction section of this report, the comments contained herein pertain to those aspects of the engagement that are within the scope of the study as determined by the District.

Process Recommendation

This report contains several recommendations. We suggest that the District request a review of the report in detail by the District's transportation leaders, with the intention of summarizing the recommendations and responding with comments or changes. In those instances where the recommendations should move forward, the transportation leaders should propose a timeline for implementation along with an estimate on the cost or potential savings. The District should then be held accountable for implementation. As mentioned, in some cases the implementation of recommendations may be delayed due to contractual limitations.

In those instances where there is a disagreement with the suggestions or recommendations in this report, the transportation leaders should document the disagreement and support the District's position. Alternatively, a different approach to the same end could be recommended by the Department.

Recommendations pertaining to each section of this report are embodied in those sections. Some of those recommendations are also included here in summary for easy reference. For a more definitive discussion of each topic, please refer to the section itself. The following recommendations are not listed in any prioritized order.

Bell Time Restructure

The District is also looking to switch their start times into two tiers that will match the chart on the next page. Switching to two start times as indicated on the following charts does open the District to some challenges, which will include fuller middle school/high school buses. Later start times also means athletics and after-school activities will need to make adjustments. There will also be changes in runs for some out-of-District runs due to the changes in times.

Executive Summary

Another factor to changing bell times would be the out-of-District runs. With the existing locations that the District runs, there would not be a large change that would result in additional buses or drivers. The buses consolidating to two tiers would result in more time outside of the original operating time and would be able to service those runs.

In our experience with other Districts, we have seen combined middle school and high school students on the same runs. These Districts have seen success in doing this.

Executive Summary (cont.)

Option 1			
Building	Start	End	Length of Day
New Fairfield High School	8:00	2:45	6:45
New Fairfield Middle School	8:00	2:45	6:45
CONS/MHHS	8:55	3:35	6:40
Henry Abbott Technical High School	7:24	2:10	6:46

Option 2			
Building	Start	End	Length of Day
New Fairfield High School	7:50	2:40	6:50
New Fairfield Middle School	7:50	2:40	6:50
CONS/MHHS	8:55	3:35	6:40
Henry Abbott Technical High School	7:24	2:10	6:46

Existing Situation

4

The District is currently operating on a three tier for its school bell times. This means that most buses bring students to three different schools in both the morning and the afternoon runs.

On the next page, there are the times of operation of the current elementary student school bus runs and their current ridership. We will utilize this data to help formulate the transition to a two-tier system. On the following pages, we include the same for the middle school and high school. We believe that using current real data is crucial in determining future goals and plans for consolidating to two tiers.

Existing Situation (cont.)

Elementary:

There are currently 19 buses transporting 865 students in the morning and 863 students in the afternoon.

Elementary		AM Routes				PM Routes			
Bus #	Capacity	Start	Dest	Students	Time	Start	Dest	Students	Time
1	77	8:06	8:38	31	0:32	3:40	4:10	31	0:30
2	77	7:55	8:39	50	0:44	3:40	4:21	51	0:41
3	77	7:55	8:39	39	0:44	3:40	4:23	40	0:43
4	77	8:03	8:38	54	0:35	3:40	4:13	56	0:33
5	77	8:01	8:38	49	0:37	3:40	4:15	52	0:35
6	77	8:03	8:38	40	0:35	3:40	4:13	40	0:33
7	77	8:05	8:38	46	0:33	3:40	4:11	42	0:31
9	77	8:00	8:38	37	0:38	3:40	4:16	37	0:36
10	77	8:02	8:38	49	0:36	3:40	4:14	51	0:34
11	77	8:08	8:38	54	0:30	3:40	4:09	53	0:29
12	77	8:03	8:38	40	0:35	3:40	4:11	40	0:31
13	77	8:10	8:40	60	0:30	3:40	4:06	61	0:26
14	77	8:02	8:38	47	0:36	3:40	4:14	42	0:34
15	77	8:05	8:38	38	0:33	3:40	4:10	39	0:30
16	77	8:06	8:38	48	0:32	3:40	4:09	48	0:29
17	77	8:08	8:38	46	0:30	3:40	4:09	48	0:29
18	77	8:22	8:38	42	0:16	3:40	3:55	38	0:15
19	77	7:52	8:38	55	0:46	3:40	4:23	54	0:43
21	77	8:04	8:38	40	0:34	3:40	4:10	40	0:30

Existing Situation (cont.)

Middle School:

There are currently 14 buses transporting 486 students in the morning and 491 students in the afternoon.

Middle School		AM Routes				PM Routes			
Bus #	Capacity	Start	Dest	Students	Time	Start	Dest	Students	Time
1	77	7:22	7:48	53	0:26	2:50	3:12	53	0:22
4	77	7:17	7:47	34	0:30	2:50	3:16	36	0:26
5	77	7:25	7:47	38	0:22	2:50	3:11	39	0:21
6	77	7:16	7:50	43	0:34	2:50	3:22	43	0:32
7	77	7:01	7:40	33	0:39	2:50	3:25	33	0:35
9	77	7:16	7:47	36	0:31	2:50	3:21	34	0:31
10	77	7:12	7:46	30	0:34	2:50	3:20	32	0:30
11	77	7:23	7:48	21	0:25	2:50	3:09	21	0:19
12	77	7:18	7:47	35	0:29	2:50	3:15	35	0:25
13	77	7:03	7:43	38	0:40	2:50	3:26	38	0:36
14	77	7:22	7:47	30	0:25	2:50	3:17	30	0:27
15	77	7:18	7:48	26	0:30	2:50	3:16	27	0:26
16	77	7:15	7:47	34	0:32	2:50	3:18	35	0:28
21	77	7:16	7:45	35	0:29	2:50	3:15	35	0:25

Existing Situation (cont.)

High School:

There are currently 13 buses transporting 735 students in the morning and 686 students in the afternoon.

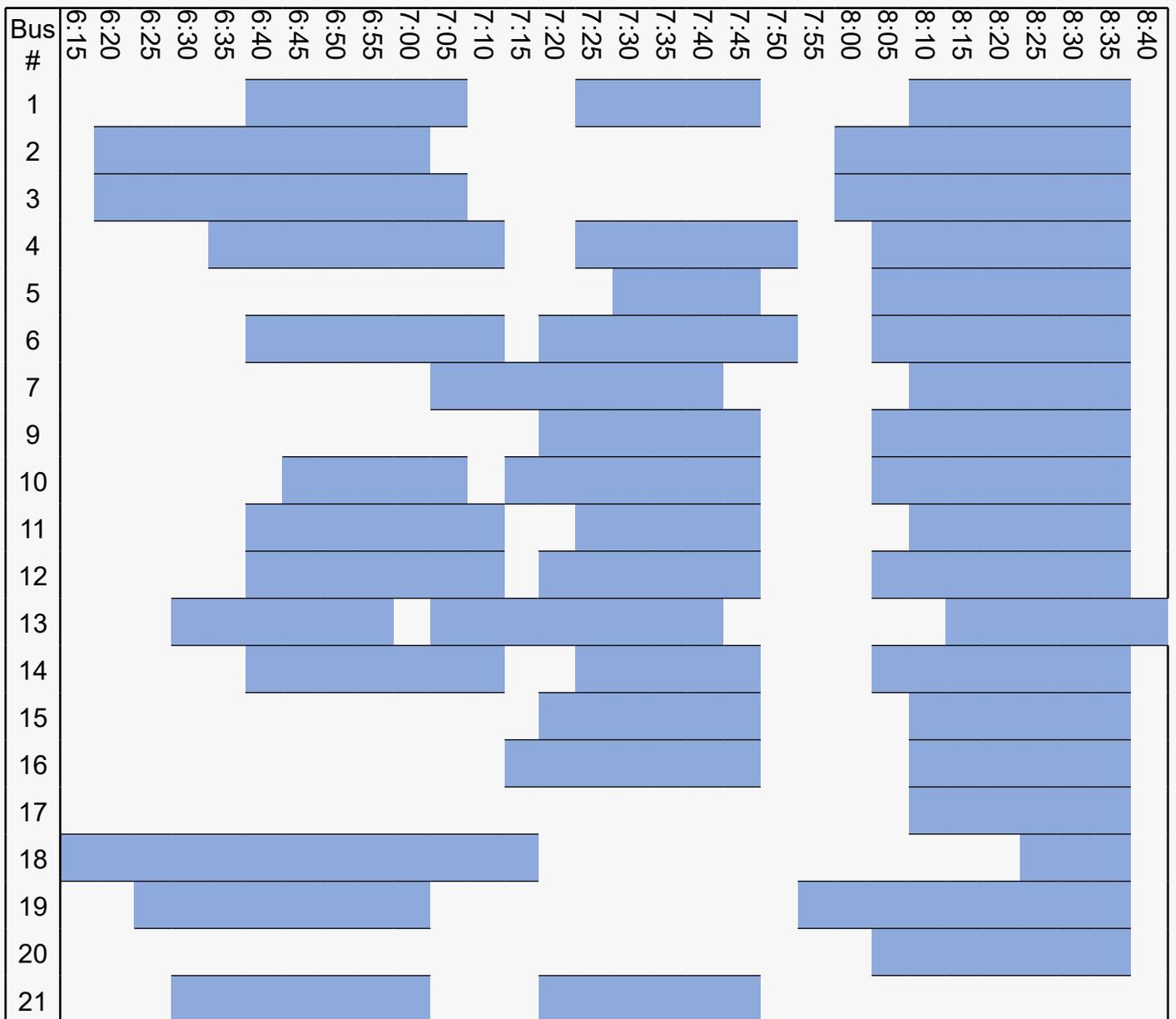
High School		AM Routes				PM Routes			
Bus #	Capacity	Start	Dest	Students	Time	Start	Dest	Students	Time
1	77	6:35	7:09	41	0:34	2:10	2:40	36	0:30
2	77	6:17	7:04	77	0:47	2:10	2:51	76	0:41
3	77	6:20	7:06	65	0:46	2:10	2:49	57	0:39
4	77	6:34	7:10	56	0:36	2:10	2:40	55	0:30
6	77	6:37	7:10	56	0:33	2:10	2:40	57	0:30
10	77	6:42	7:09	69	0:27	2:10	2:33	68	0:23
11	77	6:40	7:11	76	0:31	2:10	2:32	69	0:22
12	77	6:35	7:12	71	0:37	2:10	2:44	71	0:34
13	77	6:26	6:59	32	0:33	2:10	2:35	30	0:25
14	77	6:37	7:10	43	0:33	2:10	2:33	41	0:23
18	77	6:15	7:18	37*	1:03	2:10	2:47	18	0:37
19	77	6:25	7:03	39	0:38	2:10	2:43	38	0:33
21	77	6:27	7:03	73	0:36	2:10	2:41	70	0:31

* Discrepancy between AM and PM is due to students transported to Henry Abbot Tech

Existing Situation (cont.)

Morning Runs:

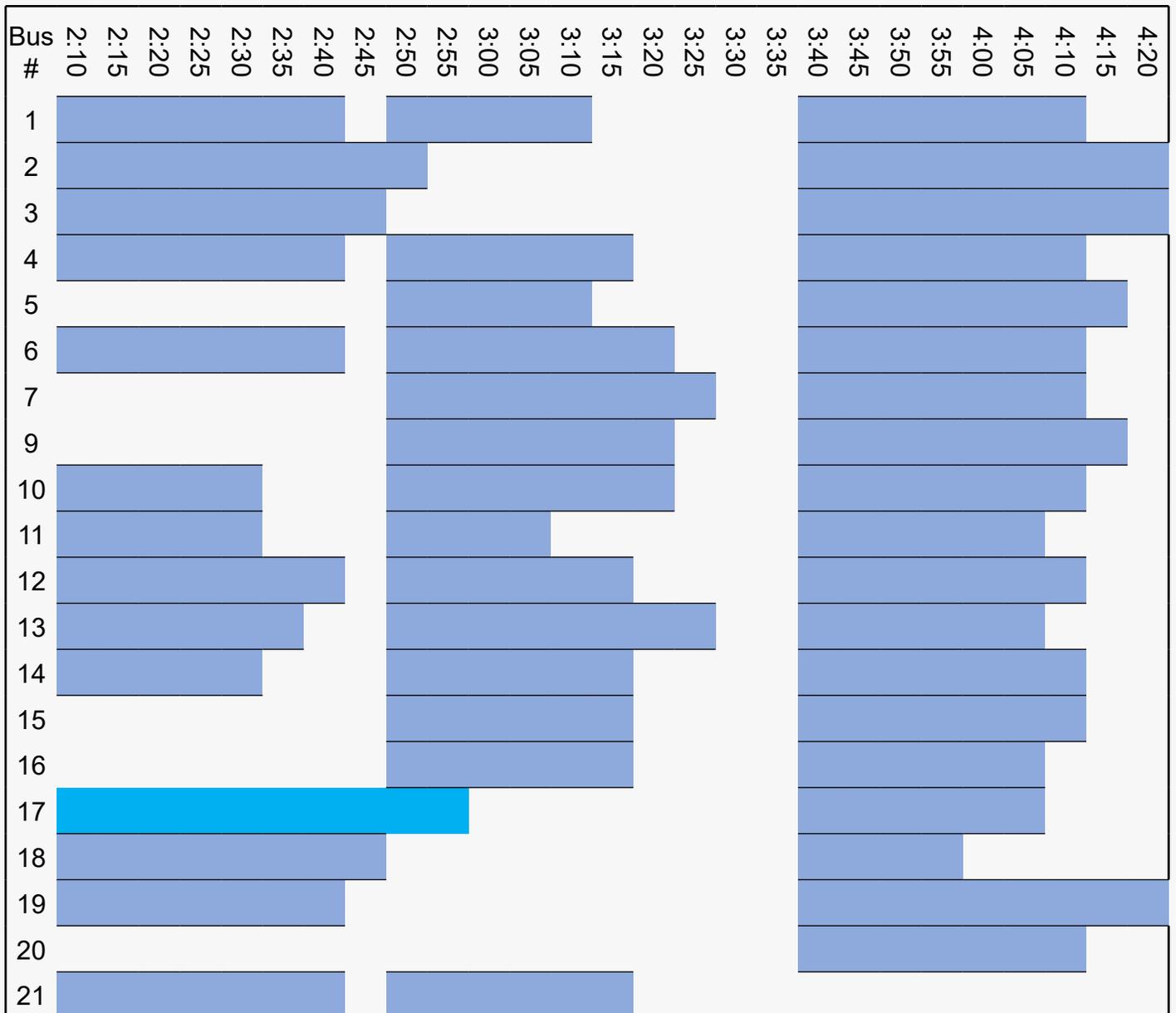
The chart below is the existing transportation schedule for each bus in the morning for New Fairfield Public Schools. The bus number is on the left-hand side and the time the bus is in operation is at the top. The blue section demonstrates the time the bus is transporting students. As you can see from the chart, the buses mostly operate for three schools. There are some instances of inefficiencies that are costing the District extra money. We will utilize this information to effectively provide data for a two-tier system.



Existing Situation (cont.)

Afternoon Runs:

The chart below is the existing transportation schedule for each bus in the afternoon for New Fairfield Public Schools. The bus number is on the left-hand side and the time the bus is in operation is at the top. The blue section demonstrates the time the bus is transporting students. As you can see from the chart, the buses mostly operate for three schools. There are some instances of inefficiencies that are costing the District extra money. We will utilize this information to effectively provide data for a two-tier system.



Tier Consolidation Options 5

Two-Tier Option 1

In option one, the District is shifting to a two-tier system that allows 50-55 minutes in between tiers. Most high school and middle school routes will need to be redone as a result of the change to two tiers. This option would get the students to school just in time for the longest routes. It also allows for greater time for tech students to arrive to the high school in the afternoon.

Option 1			
Building	Start	End	Length of Day
New Fairfield High School	8:00	2:45	6:45
New Fairfield Middle School	8:00	2:45	6:45
Cons/MHHS	8:55	3:35	6:40
Henry Abbott Technical High School	7:24	2:10	6:46

Two-Tier Option 2

In option two, the District is shifting to a two-tier system that allows 55-65 minutes in between tiers. Most high school and middle school routes will need to be redone as a result of the change to two tiers. This option would get the students to school with some flexibility as the longest current routes are around 46 minutes. This allows less time for the tech students to arrive at the high school for afternoon transportation

Option 2			
Building	Start	End	Length of Day
New Fairfield High School	7:50	2:40	6:50
New Fairfield Middle School	7:50	2:40	6:50
Cons/MHHS	8:55	3:35	6:40
Henry Abbott Technical High School	7:24	2:10	6:46

Bell Time Change

Considerations

When considering switching bell times, it is important to note the constraints for the District. These include the following:

- Start times for students,
- Bus capacity,
- Athletic start times and driver availability,
- Current routes and the time it takes to complete those routes,
- Transportation Contract, and
- Students eligible for transportation.

When going from a three-tier to a two-tier structure, the middle school and high school will both start at the same time. It would make sense to place 6th through 12th graders on the same bus to prevent as much overlap as possible and to keep the routes as short as possible. The elementary runs would not need to change. Since there are 19 routes for the elementary school, we will attempt to utilize those 19 runs to service the middle school and high school, with the understanding that there are a considerable number of students at the tech program that is serviced by two buses in the afternoon. We would encourage the District to attempt to keep morning and afternoon runs as similar as possible to prevent driver and student confusion, and we have found that this method tends to be the most efficient.

Moving forward, the main constraints would be:

- 19 buses to service the middle school and high school tier,
- Time for buses to drop off older students in the afternoon and return to the elementary school,
- The desire to schedule no more than the capacity of the bus in the event one school needs to evacuate,
- The number of middle school and high school students eligible for transportation.

Bell Time Change

There are currently 1,221 middle school and high school students who are eligible for transportation in the morning and 1,214 in the afternoon (the afternoon number includes the students riding the tech bus). One goal is to equally distribute all students across the 19 available buses. We would encourage the District to transport the tech students from the Henry Abbott Technical High School to the high school in the afternoon. We have mapped out all of the students for the high school and middle school and provided a potential plan that could be utilized to transport the students.

The buses have a scheduled ridership of 48 at a minimum to 77 at the maximum. We understand that it would not be comfortable for 77 students to ride the bus; however, the ridership levels in middle school and high school tend to be between 30% and 60%. If the bus with 77 students had a 60% ridership rate, the number of students would be 46 students riding the bus, and there would not be a need for older students to sit three to a seat except for an instance where there is a need to quickly evacuate.

When combining the runs, we believe that the runs would not become much longer in any instance. In most cases, we believe that the run times would become shorter due to the nature of the District picking up more students in a more concentrated area.

From a financial impact, there would not be a major change since the District is charged for each bus per day regardless of how long the bus operates. We believe that this incentivizes the contractor to have more buses with shorter operational use. This should be considered changing next time the District goes out to bid or RFP.

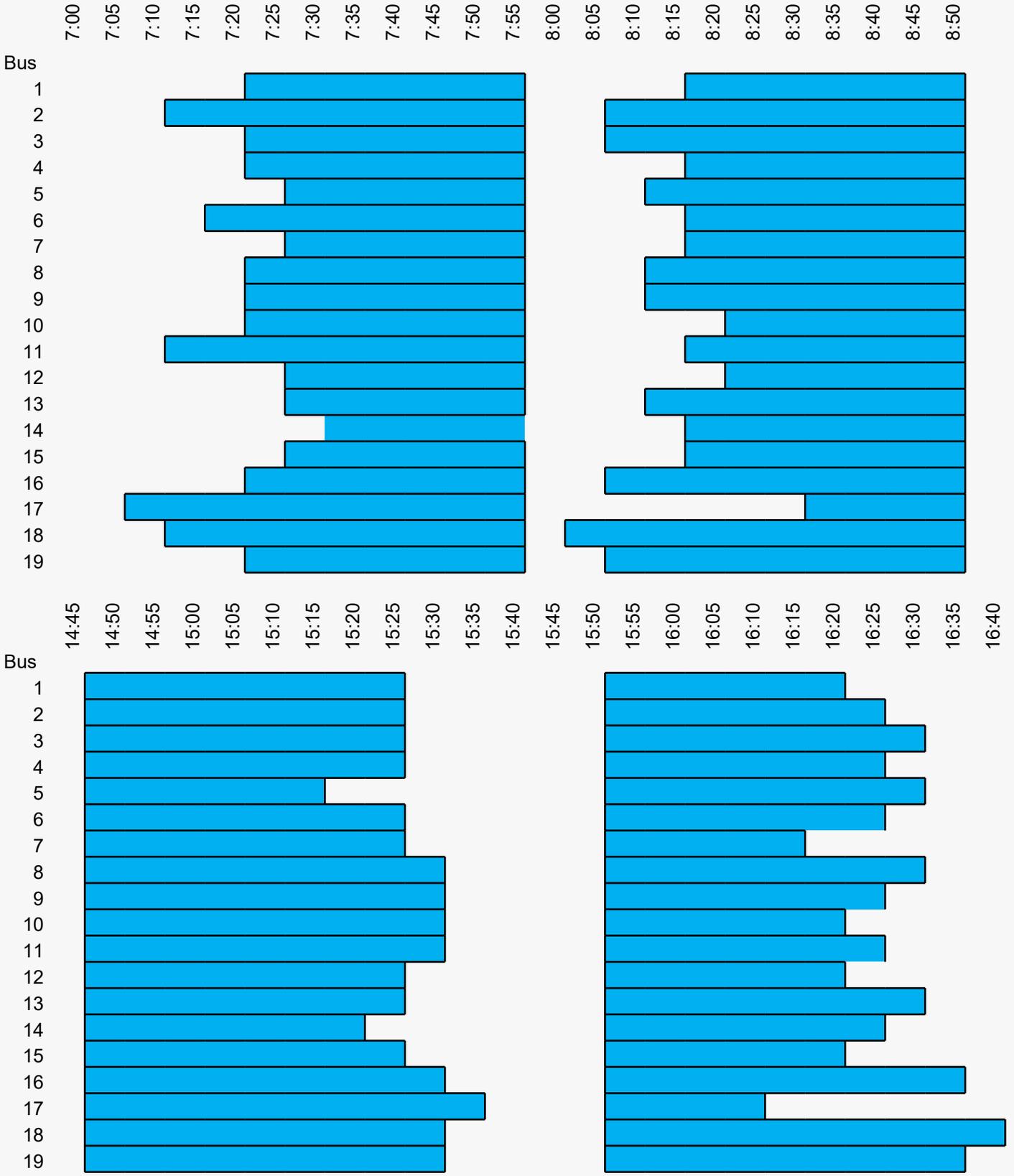
On the next page, we have laid out a potential coverage area that would be utilized for the middle school and high school runs. Each area represents the location of where each bus picks up students. The areas provided keep the total scheduled students under the maximum capacity of the bus of 77. This is the same for the morning and afternoon runs with the Tech students transported from the Henry Abbott Technical High School back to the high school to be distributed onto the bus they took in the morning.

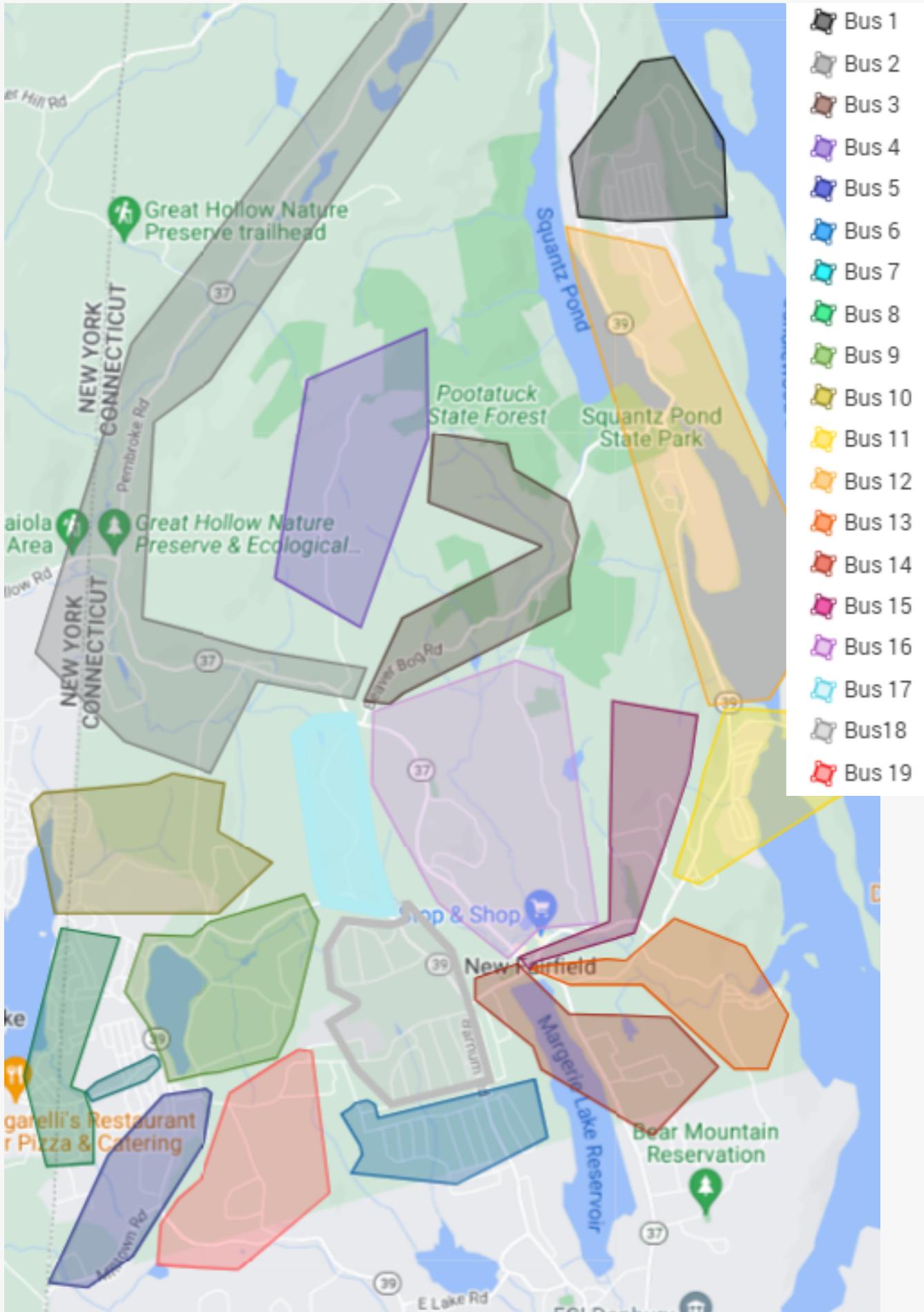
Bell Time Change

Planned # MS & HS Students by Bus		
# of Buses	Students Scheduled	Maximum anticipated ridership
1	75	45
2	48	29
3	66	40
4	50	30
5	55	33
6	65	39
7	70	42
8	72	43
9	70	42
10	68	41
11	60	36
12	60	36
13	66	40
14	58	35
15	73	44
16	77	46
17	68	41
18	65	39
19	55	33

Bell Time Change – Twp-Tier

This chart represents the run time for the 19 buses in the morning and afternoon in a two-tier system.





Bell Time Change

Financial Considerations

The following are several consideration from a financial perspective:

- Consolidating to two tiers allows for a shorter day and potentially cost savings,
- Fuel savings will be seen by consolidating as long as the contractor doesn't add any runs. Fuel savings will range from 10% to 30% of the existing fuel costs,
- Maintaining the current number of buses in the fleet will contain costs.

Athletic Runs

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Considerations

The following concerns regarding a change in start time were expressed by the District:

There is a concern that there will be an increased travel time for athletes getting to games on time. With both options presented the departure time would result in the buses leaving 25 to 35 minutes later and on a similar schedule as many of the Districts peers.

There is also the thought that there will be a lack of conference opponents who have later end times. The District is among the earliest District to release at 2:05 PM. With the change, the District will be around the average dismissal time for similar Districts. The lack of lighted fields across SWC schools to host night games is a concern that unfortunately could not be adequately addressed by a bell time shift. It should be considered when scheduling games.

When students and teachers need to leave early for games, it is important to balance arriving to a game on time and the instructional time. The shifting of bell times will have a very minor impact as the difference will be between 35 and 45 minutes.

There is also a consideration that the current and/or future bus company could not fulfill the charters to the games. Under the proposed options, there would still be the same availability for buses to take students as the existing situation. The additional cost should be borne by the contractor and language in the upcoming RFP should reflect these concerns.

The District should also consider adding the requirement of undercarriage storage to their buses for their next contract. This will allow the District to transport teams equipment in a safer compartment and reduce the frequency that a separate bus is needed for equipment only.

Conclusion

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It is possible to go to a two-tier system with reducing the number of runs from 20 to 19. The district will need to stay on top of the contractor in order to meet the goals and recommendations by the report.

Requirements to make this happen:

- Constant communication with the contractor,
- Insistence on following district prerogatives,
- Board approval,
- Community support,
- Providing the benefits of the switch, and
- Careful consideration paid when scheduling athletic trips.

*New Fairfield Board of Education
3 Brush Hill Road
New Fairfield, CT 06812*

**NEW FAIRFIELD BOARD OF EDUCATION
SCHEDULE OF REGULAR MEETINGS
2024**

January 4	June 6
January 18	August 15
February 1	September 19
February 15	October 1* <i>(*This meeting occurs on the first Tuesday of October.)</i>
March 7	October 17
March 21	November 7
April 4	December 5
May 2	December 19
May 16	

The Board of Education is scheduled to meet at 7:00 p.m. on the first and third Thursdays of the month. There are no meetings scheduled for July. Unless otherwise posted, the first meeting of the month will be held in the New Fairfield Community Room, 33 Route 37, New Fairfield, CT and the second meeting of the month will be remote.

*New Fairfield Board of Education
3 Brush Hill Road
New Fairfield, CT 06812*

**NEW FAIRFIELD HIGH SCHOOL START AND END TIME
AD HOC SUBCOMMITTEE
SCHEDULE OF REGULAR MEETINGS
2024**

January 4

March 7

May 2

The New Fairfield High School Start and End Time Ad Hoc Subcommittee is scheduled to meet at 6:00 p.m. prior to the first regular Board of Education meeting of the month. There are no meetings scheduled for February, April, June, July, August, September, October, November, and December. Unless otherwise posted, all meetings will be held in the New Fairfield Community Room, 33 Route 37, New Fairfield, CT.

*New Fairfield Board of Education
3 Brush Hill Road
New Fairfield, CT 06812*

**SPECIAL EDUCATION AD HOC SUBCOMMITTEE
SCHEDULE OF REGULAR MEETINGS
2024**

February 1

April 4

June 6

October 1*

*(*This meeting occurs on the
first Tuesday of October.)*

December 5

The Special Education Ad Hoc Subcommittee is scheduled to meet at 6:00 p.m. prior to the first regular Board of Education meeting of the month. There are no meetings scheduled for January, March, May, July, August, September, and November. Unless otherwise posted, all meetings will be held in the New Fairfield Community Room, 33 Route 37, New Fairfield, CT.

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3 Brush Hill Road
New Fairfield, CT 06812*

**BUSINESS OPERATIONS/RESOURCE MANAGEMENT
SUBCOMMITTEE
SCHEDULE OF REGULAR MEETINGS
2024**

January 18

February 15

March 21

April 24*

*(*This meeting occurs on the
fourth Wednesday of April.)*

May 16

September 19

October 17

November 7

*(*This meeting occurs on the
first Thursday of November.)*

December 19

The Business Operations/Resource Management Subcommittee is scheduled to meet at 6:00 p.m. prior to the second Board of Education meeting of the month. There is no meeting scheduled for June, July, and August. Unless otherwise posted, all meetings will be remote.

*New Fairfield Board of Education
3 Brush Hill Road
New Fairfield, CT 06812*

**CURRICULUM/INSTRUCTION SUBCOMMITTEE
SCHEDULE OF REGULAR MEETINGS
2024**

January 22

February 26

March 25

April 29*

*(*This meeting occurs on the
fifth Monday of April.)*

May 28*

*(*This meeting occurs on the
fourth Tuesday of May.)*

September 23

October 28

November 25

The Curriculum/Instruction Subcommittee is scheduled to meet at 7:00 p.m. on the fourth Monday of the month. There are no meetings scheduled for June, July, August, and December. Unless otherwise posted, all meetings will be remote.

*New Fairfield Board of Education
3 Brush Hill Road
New Fairfield, CT 06812*

**POLICY SUBCOMMITTEE
SCHEDULE OF REGULAR MEETINGS
2024**

January 24

February 28

March 27

April 24

May 22

June 12*

*(*This meeting occurs on the
second Wednesday of June.)*

September 25

October 23

December 11*

*(*This meeting occurs on the
second Wednesday of December.)*

The Policy Subcommittee is scheduled to meet at 7:00 p.m. on the fourth Wednesday of the month. There are no meetings scheduled for July, August, and November. Unless otherwise posted, all meetings will be remote.