

Board of Education Regular Meeting 2024

Thursday, January 4, 2024 7:00 PM

New Fairfield Community Room, 33 Route 37, New Fairfield, CT., 33 Route 37,
New Fairfield, Connecticut 06812

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE MINUTES

III.A. December 14, 2023 - Special

III.B. December 21, 2023 - Regular

IV. APPROVAL OF THE AGENDA

V. BOARD OF EDUCATION RECOGNITION

VI. 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]*

VII. BOARD AND ADMINISTRATIVE COMMUNICATIONS

VII.A. Chairman's Report

VII.B. Superintendent's Report

VII.B.1. Introduction of Assistant Superintendent of
Curriculum and Instruction

VII.C. Student Representatives' Report

VII.D. Committee Reports - none

VII.E. Liaison Reports - none

VIII. INFORMATION ITEMS

VIII.A. Reading Update

VIII.B. New Fairfield High School/Consolidated School
Building Project Update

VIII.C. Five-Year Capital Improvement Plan

IX. ACTION ITEMS

IX.A. Personnel Report

IX.B. New Fairfield Middle School Feasibility Study

IX.C. Board of Education Policy

IX.C.1. Policy 6172.6 Distance Education

IX.D. New Fairfield Public Schools 2024-25 Calendar

X. **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]*

XI. **FUTURE AGENDA ITEMS**

XII. **BOARD MEMBER COMMENTS**

XIII. **ADJOURNMENT**

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

The New Fairfield Board of Education held a Roles and Responsibilities retreat workshop special meeting on Thursday, December 14, 2023, at 6:00 p.m. via zoom.

MINUTES – December 14, 2023

PRESENT: Dominic Cipollone (Chairman), Tim Blair, Greg Flanagan, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion, and Ed Sbordone

ABSENT: Kathy Baker

ALSO PRESENT: Superintendent of Schools Dr. Kenneth Craw, Attorney Natalia Sieira-Millan

I. CALL TO ORDER

Dom Cipollone called the meeting to order at 6 p.m.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION RETREAT - REVIEW ROLES AND RESPONSIBILITIES

The purpose of the meeting is to provide a refresher regarding BOE roles and responsibilities. Natalia Sieira-Millan began the meeting by reviewing BOE roles/responsibilities and requirements under FOIA. In addition, she posed various scenarios for discussion purposes.

IV. ADJOURNMENT – Dom Cipollone made a motion to adjourn the meeting at 7 p.m., Samantha Mannion seconded the motion. **IN FAVOR:** Dominic Cipollone, Tim Blair, Greg Flanagan, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion, and Ed Sbordone

Respectfully submitted,
Kenneth G. Craw

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

The New Fairfield Board of Education held a regular meeting on Thursday, December 21, 2023, at 7:00 pm via zoom.

MINUTES – December 21, 2023

PRESENT: Dominic Cipollone (Chairman), Kathy Baker, Tim Blair, Greg Flanagan, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion, and Ed Sbordone

ABSENT: None

ALSO PRESENT: Superintendent of Schools Dr. Kenneth Craw, Director of Business and Operations Carrie DePuy, Pupil Personnel Director Maria Kennedy, High School Principal James D’Amico, New Fairfield Middle School Principal Karen Gruetzner, Elementary School Principal Allyson Story, Director of Technology Paul Gouveia, Director of Buildings and Grounds Phil Ross, First Selectman Melissa Lindsey, Selectman Pat Del Monaco, Selectman Tom Perkins, BOF Chairman Doug Jendras, and BOF member Thora Perkins

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. December 7, 2023 - Regular meeting - approved by consensus.

IV. APPROVAL OF AGENDA

MOTION: Greg Flanagan made a motion to amend the agenda to move Action Item D to Action Item E and to add Action Item “Feasibility Study” as Action Item D. Dominic Cipollone seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion, and Ed Sbordone

V. PUBLIC PARTICIPATION - None

VI. BOARD AND ADMINISTRATIVE COMMUNICATIONS

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

- Spoke of what he was grateful for this time of year, specifically the students, staff, and families.
- Read a letter that the BOE received a letter from the new BOF Chairman Doug Jendras regarding the 2024-2025 budget. In the letter, Mr. Jendras noted that the BOF would like to work with the BOE in a positive manner regarding the budget. The BOF asked that the BOE smooth the ten-year capital spending plan evenly over ten years and limit the payroll and non-payroll increases to 2% or less.
- Spoke of the need for a permanent location for the bus lot and explained the pros and cons of the possible locations. He spoke of a possible meeting in January to come up with a solution for the bus lot.

B. Superintendent's Report - Dr. Kenneth Crow spoke of wonderful performances at the schools including the Middle School Play Little Mermaid Jr., Middle School Band and Chorus and High School Chamber Singers.

C. Student Representative Reports

Senior Representative Brennan Hearty noted that:

- Friday, December 22nd is a half day of school.
- The first semester ends on January 19th.
- Friday, December 22nd is the last day to donate to the National Honor Society Food Drive.

Junior Representative Emilia Sedlak noted that:

- The Environmental Club will be hosting a clothing drive.

D. Committee Reports

1. Business Operations Resource Management - Greg Flanagan noted that this subcommittee met on December 21st and reviewed budget vs. actual spending. There is a slight deficit in Special Education primarily due to vacancies in the BCBA positions and the need to fill these positions with contracted employees. It is hopeful that some of the BCBA positions will be filled soon. The subcommittee also discussed a five-year capital improvement plan. Quotes have been received for the replacement of the track and field.

E. Liaison Reports

1. Board of Finance

Ed Sbordone noted that the BOF met on December 13th and elected Doug Jendras as the new chairman. Thora Perkins was elected as the new clerk of the BOF. Thora Perkins and Claudia Willard will serve on the Medical Subcommittee, and Thora Perkins, Claudia Willard and Doug Jendras will serve on the Audit Subcommittee. Mark Beninson will serve as the Fire Department liaison and will serve on the School Safety Committee.

Doug Jendras and Thora Perkins will serve as liaison to the Board of Education.

At the December 13th meeting, the BOF adopted their calendar of meetings for 2024 and adopted a new Public Comment policy. They discussed budget guidelines for the 2024-2025 budget. The next regular meeting of the BOF will be Wednesday, January 17th.

The BOF Medical Subcommittee met on December 19th and discussed claims for the year. Current claims are below what was projected. The Medical Subcommittee will meet again on Tuesday, January 16th and Tuesday, February 20th.

2. Parks and Recreation

Kimberly LaTourette noted that the Parks and Recreation Commission met on December 11th and discussed the following:

- Chairman Sean Loughran presented a plan for the P&R Commission to the Planning Commission for the Plan of Conservation and Development.
- The Parks and Rec Commission thanked the Public Works Department for their help with the Light Parade, Tree Lighting and Turkey Run.
- Summer positions will be posted soon. Due to the need for lifeguards, the P&R Commission will reimburse the cost of the lifeguard course to anyone that works as a lifeguard this summer.
- The commission decided to increase boat slip and jet ski fees, and the cost for Summer Camp.
- The commission decided to keep the cost for beach passes the same as last year.
- There was a discussion of the P&R Commission regarding day passes and parking fees for non-residents.

3. Calendar Committee

Ed Sbordone noted that the Calendar Committee met on December 20th. A draft calendar was given to the BOE members. This will be discussed further under Information Items.

VII. INFORMATION ITEMS

A. New Fairfield High School Master Schedule Update

High School Principal James D'Amico spoke of surveys and research regarding possible changes to the master schedule. He spoke of feedback that was received and the factors that were taken into consideration by the committee. The recommendation of the committee is that a change should be made for the next school year. Mr. D'Amico gave a timeline of what needs to be done in order to incorporate by next year.

B. Solar Update

Director of Buildings and Grounds Phil Ross spoke of discussions with Greenleaf energy for the addition of solar panels on the new high school and the elementary school addition.

C. New Fairfield High School/Consolidated School Building Project Update

Director of Business and Operations Carrie DePuy noted that Mitchell Oil will be coming into the high school on Dec. 28th to fix the propane problem for the Culinary Arts and Science Lab classrooms. More information will be given at the next meeting.

D. Board of Education Policy (Second Reading)

1. Policy 6172.6 - Distance Education

E. New Fairfield Public Schools 2024-2025 Draft Calendar

Dr. Craw reviewed the draft calendar. He noted that the committee discussed the optimal time to start school in the fall. Three professional development days are spread out throughout the year. This will be on the agenda as an action item for the first regular BOE meeting in January.

VIII. ACTION ITEMS

A. Request to the Board of Finance for Fiscal Year 2022-2023 Surplus Funds

MOTION: Kimberly LaTourette made a motion to recommend to the full Board the approval of a request to the Board of Finance of \$33,327.01 from the FY2022-23 surplus to the BOE Capital and Non-Recurring Fund, pending final audit. Greg Flanagan seconded the motion.

IN FAVOR: Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion, Ed Sbordone.

Carrie DePuy noted that these funds are earmarked for intercom systems in the Middle School.

B. Board of Education Policy

1. Policy 7230.2- Extensions/Renovations or Replacements

MOTION: Samantha Mannion made a motion to recommend to the full Board the approval of the Board of the Education Policy listed below as presented: 1. Policy 7230.2-Extensions/Renovations or Replacements. Kathy Baker seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion, Ed Sbordone.

C. Acceptance of Donation

1. Old Timers Athletic Association of Greater Danbury

MOTION: Greg Flanagan made a motion to recommend to the full Board to accept with gratitude the Old Timers Athletic Association of Greater Danbury donation of \$3,500 for new equipment for the New Fairfield High School Athletic Department. Ed Sbordone seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion, Ed Sbordone.

D. Feasibility Study

MOTION: Greg Flanagan made a motion to recommend to the full Board to conduct a feasibility study for New Fairfield Middle School by JCJ Architecture not to exceed \$20,000 to determine the best use of the old high school cafeteria space. Kathy Baker seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion, Ed Sbordone.

E. Paraprofessional Leave of Absence Request - Executive Session

IX. PUBLIC PARTICIPATION - None

X. FUTURE AGENDA ITEMS

Many members of the BOE gave their opinions regarding the bus lot location.

XI. BOARD MEMBER COMMENTS

Members of the BOE wished everyone Happy Holidays and Happy New Year.

XII. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PARAPROFESSIONAL LEAVE OF ABSENCE REQUEST

MOTION: Dominic Cipollone made a motion to go into Executive Session at 8:19 p.m. to discuss a paraprofessional request and to invite Superintendent of Schools Dr. Craw into the Executive Session. Kathy Baker seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion, Ed Sbordone

MOTION: Dominic Cipollone made a motion to come out of Executive Session at 8:19 p.m. Kathy Baker seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion, Ed Sbordone

MOTION: Kathy Baker made a motion to recommend to the full Board of Education the approval of Pamela McNally's request for an extension of an unpaid leave of absence, with a return to work on January 25, 2024. Kimberly LaTourette seconded the motion. **OPPOSED:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion, Ed Sbordone

XIII. ADJOURNMENT

MOTION: Dominic Cipollone made a motion to adjourn the meeting at 8:27 p.m. Greg Flanagan seconded the motion. **IN FAVOR:** Kathy Baker, Tim Blair, Dominic Cipollone, Greg Flanagan, Amy Johnson, Sue Huwer, Kimberly LaTourette, Samantha Mannion, Ed Sbordone

Respectfully submitted, Suzanne Kloos

K-5 Evolution of Reading

New Fairfield Public Schools
January 4, 2024



What Matters Most in Improving Achievement

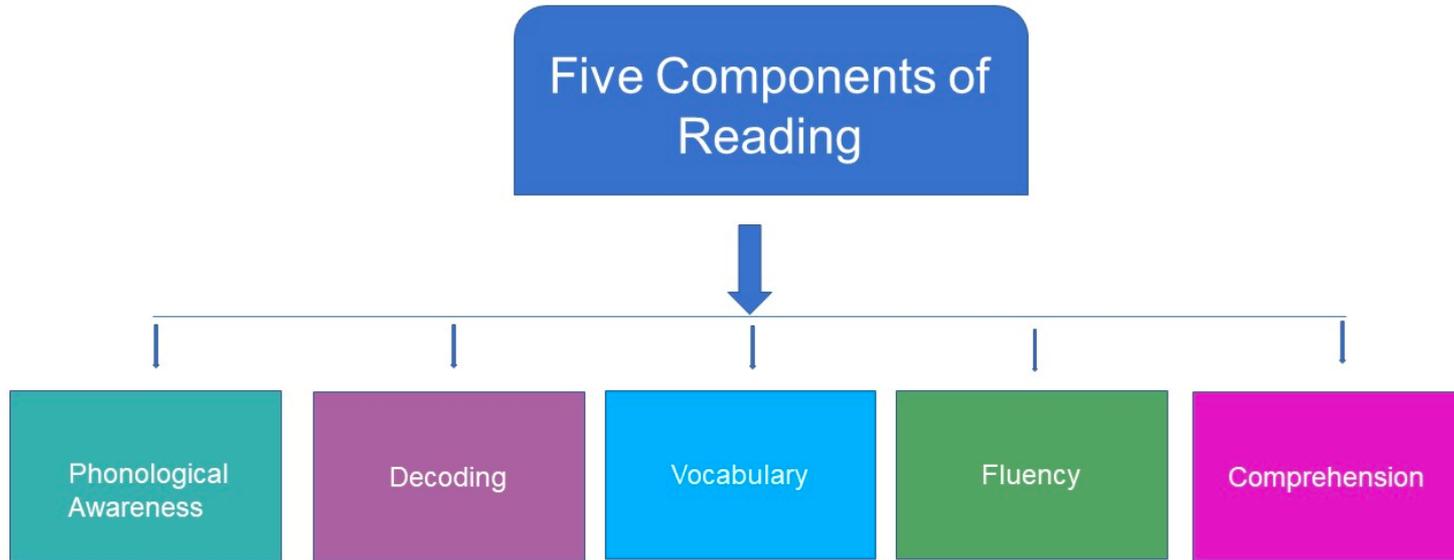
“The overall knowledge and skill of the individual teacher is the most important factor in student achievement. It dwarfs everything else”

-John Saphier

-and it's directly tied to closing achievement gaps.

Marshall Memo December 2023

Critical Components of Literacy



Our Pathway: Evolution of Reading Instruction in NF

- Prioritizing standards and timely assessment to help us inform instruction for our students.
- Teachers use data to inform instruction.
 - As we build capacity in standards-based planning and instruction we have seen an increase in individual student growth in literacy.



Meeting House was named a School of Distinction for overall growth and achievement on Smarter Balanced Assessment in reading in 2022-2023.

Our Pathway: Evolution of Reading Instruction in NF

Building Teacher Capacity	Key Literacy Skills	Instructional Resource
<ul style="list-style-type: none"> Support/training with literacy/dyslexia consultant around the critical components of literacy. (2020) Foundations Training in explicit instruction of phonics (2019 and reboot in 2023) DIBELS training in assessing and progress monitoring early literacy skills (2023) <p>Literacy Coaching to support differentiated instruction</p> <ul style="list-style-type: none"> Jennifer Serravallo- Strategies of Reading (2019) Ongoing professional learning with reading consultant to support small group instruction (2020-present) Instructional coaches modeling and supporting small group instruction 	Phonological Awareness	K-2 Foundations(2019), K-1 Heggerty (2022)
	Phonics / Decoding	K-2 Foundations (2019), 3-5 Spelling Connections (2019)
	Vocabulary	K-5 Teacher College Units of Study (2011)
	Fluency	K-2 Foundations(2019)
	Comprehension	K-5 Teacher College Units of Study (2011)

Literacy Pilot: Scope

Scope	What does this look like?	Prior Considerations
Single Unit	6-8 weeks of instruction of one unit within one of the selected resources	Units selected will fit into the current scope and sequence of instruction for the grade level.

2 teachers per team per grade K-5
per resource



At each grade level each 4 total classrooms
piloting.

Literacy Pilot: Winter/Spring 2024

Resources Selected to Pilot	Overarching Evaluative Considerations	Literacy Component
Great Minds: Wit and Wisdom Comprehension / Vocabulary/Fluency	Does the program support explicit, systematic, sequential and cumulative instruction of fluency, vocabulary and comprehension?	<input type="checkbox"/> Comprehension <input type="checkbox"/> Vocabulary <input type="checkbox"/> Fluency
Open-Up Resources: Bookworms Comprehension / Vocabulary/Fluency	How does the program work together with our existing programs to function as a comprehensive literacy curriculum?	

**NEW FAIRFIELD PUBLIC SCHOOLS
CAPITAL IMPROVEMENT PLAN
2024-2025 through 2028-2029**

PROJECTS FUNDED AND TO BE COMPLETED IN 2023-2024			
2023-2024	SCHOOL	PROJECT	COSTS
In Process	Middle School	Remove and Replace Flooring in the Cafeteria and G Lobby area	62,000
	Middle School	Study of MS Programmatic Space Needs (Old HS Cafe & Facility Maint. Garage)	15,000
	Middle School	Masonry	25,000
BOF Request for Surplus	Middle School	Replace Intercom Front End, Classroom Speakers and Phones	35,000
	Meeting House Hill School	Install new AC units in 4 Classrooms	33,000
In Process	Meeting House Hill School	Install AC unit in the STEAM Room	12,000
	District Wide	Trade-in and Replace F350 Dump Truck, Plow and Sander	60,675
			242,675

YEAR REQUESTED	ONGOING CAPITAL IMPROVEMENTS		* ESTIMATED COSTS
	SCHOOL	PROJECT	
2024-2025	District Wide	Replace Student Transportation Van	50,000
	High School	Replace Stadium Turf & Track (reflects offset from Field Fees)	600,000
	Middle School	Creation of Middle School Outdoor Recess Space	25,000
	Middle School	Replace 4 Classroom Carpets	9,000
	Middle School	District Storage Garage	25,000
	Middle School	Create STEAM Classroom in previous SOC location	52,250
			761,250
2025-2026	Middle School	Remove & Replace 10,000 GAL. Underground Heating Oil Tank	465,000
	Middle School	Replace Pool HV & Dehumidification Unit	225,000
	District Wide	Flooring System Replacements	60,000
	District Wide	Replace Buildings and Grounds Rack Truck	60,000
			810,000
2026-2027	High School	Replace Stadium Lighting System	440,000
		Replace Old HS Gym HVAC Systems	330,000
			770,000
2027-2028	Middle School	Replace 25 exterior Door Units	175,000
	Middle School	Replace 100 window shade units	50,000
	Middle School	Replace Fire Alarm System	275,000
	Middle School	Feasibility Study for MS Renovate as New: Roof, Mechanicals, Classrooms	50,000
	Meeting House Hill	Install Central AC system on Second floor	200,000
			750,000
2028-2029	Meeting House Hill	Engineer renovation to the Waste Water Pre Treatment Plant	50,000
	District Wide	Replace parking lot and Roadway Paving	350,000
	High School	Replace Rebel Turf (reflect offset for Field Fees)	450,000
			850,000
		TOTAL ONGOING CAPITAL IMPROVEMENTS	3,941,250

NOTES:

* **Dollar figures are estimates only:** detailed design, planning, and more accurate financial projections are developed after a design professional is hired. Also, with any building project there is a significant risk of escalation if PCB's and/or asbestos are discovered.

January 4, 2024

Dr. Kenneth Craw
Superintendent of Schools
Town of New Fairfield
3 Brush Hill Road
New Fairfield, CT 06812
craw.kenneth@newfairfieldschools.org

Re: New Fairfield Board of Education – Middle School Feasibility Study

Dear Dr. Craw,

On behalf of JCJ Architecture (JCJ), we are pleased to submit to the New Fairfield Board of Education our AE design services related to preparing a feasibility study for renovations to the existing Middle School located at 56 Gillotti Road.

Set forth below is our understanding of the project, the basic services we propose to provide for this first phase of the project which will be a feasibility study in order to define the scope of work for future phase(s):

SCOPE:

- Site visit for all trades.
- Meeting with BOE and administration to understand the needs of the space and develop a preliminary program.

DELIVERABLES:

- Preliminary space program.
- Report on existing systems in the scope areas and their condition.
- Diagrammatic conceptual design layouts and MEP implications/recommendations.

EXCLUSIONS:

The following services are not included in the scope of services of this feasibility proposal. If any of these services are required they can be provided as an addition service:

- Environmental/Hazardous Materials Studies and Reports
- Whole Building Energy Model
- Structural Analysis
- Life Cycle Cost Analysis
- Architectural Renderings
- Detailed Cost Estimates
- Other services not expressly described in this proposal.

COMPENSATION FOR FEASIBILITY STUDY SERVICES (EXCLUDING ROUGH ORDER OF MAGNITUDE ESTIMATES):

We propose to provide the services listed in this proposal, for this phase of the project, on an hourly rate basis and recommend a budget not-to-exceed **Twenty Thousand and 00/100's Dollars (\$20,000.00)** be established for AE services and reimbursables. We will not exceed these budgets without prior authorization by the Town.

Reimbursable Expenses: Reimbursable Expenses are in addition to our compensation for services and include expenses reasonably incurred by JCJ, JCJ's consultants and employees, and directly related to the Project (i.e., travel, lodging and sustenance, printing and plotting, express or overnight mail service, presentation materials such as models and renderings, computer-generated animations, and physical models). Reimbursable Expenses are invoiced at 1.10 times the cost incurred by JCJ.

Invoicing: JCJ will submit monthly invoices for fees and Reimbursable Expenses (3 paper copies and 1 via e-mail). Payments are due within 30 days of the date of invoice. Past due invoices, in excess of 45 days from the date of the invoice, are subject to interest at the rate of 1.0% per month.

All services provided by JCJ will be conducted and provided consistent with the norms of professional practice and as described in an AIA Document B133-2019 Standard Form of Agreement Between Owner and Architect.

If this proposal is acceptable, please execute in the space provided below and return to the attention of Kim Goodenow at kgoodenow@jcj.com. Once executed by New Fairfield, this letter shall serve as our Agreement for this engagement and authorization to proceed.

On behalf of JCJ, I want to thank you for this opportunity to present this proposal for this exciting Project and to continue JCJ's relationship with the Town of New Fairfield. If you have any questions or would like to discuss any aspect of our proposal in more depth, please do not hesitate to call.

Please let me know if you have any questions.

Regards,



Christine O'Hare
Senior Project Manager



Peter N. Stevens, LEED AP
Agent, Duly Authorized

Approved by:

Duly Authorized

Printed Name / Title / Date

Existing policy updated to reflect P.A. 23-150.

Instruction

Distance Education

Virtual/Online Courses

The Board of Education believes that distance education through virtual/online courses is an opportunity for enrichment for NFHS students. Online learning has a distinct advantage in that it does not require students to be physically present in the same location as the instructor or other students. Distance education courses are part of New Fairfield's educational program delivery system to increase accessibility and flexibility in the delivery of instruction. In addition to regular classroom-based instruction, students in the district may earn credit through distance education provided by virtual/online courses.

~~Dual instruction is allowed as part of remote learning when it is needed to implement a student's IEP or 504 plan or as part of an intradistrict or interdistrict cooperative learning program for students on school grounds during a regular school day.~~

Dual instruction is allowed as part of remote learning when a Planning and Placement Team (PPT) or a 504 plan determines that remote, interactive engagement constitutes the least restrictive environment (LRE) in which the student's Individualized Education Program (IEP) can be implemented to ensure the student can receive a free appropriate public education (FAPE) or as part of an intradistrict or interdistrict cooperative learning program for students on school grounds during a regular school day.

Any cooperative learning program that provides dual instruction as specified above must be implemented following a MOU between the Board of Education and the applicable bargaining unit.

Virtual schools are educational organizations that offer courses at various grade levels through Internet or Web-based methods. Virtual schools allow students to take courses not currently offered at NFHS and, as such, enrich existing curriculum.

Online courses offered via organizations such as Virtual High School shall not result in a reduction of the current number of electives offered at New Fairfield High School, nor shall it result in the reduction in force of any existing staff.

In order to earn credits in meeting the requirements for high school graduation through the successful completion of on-line coursework, the Board, in compliance with C.G.S. 10-221a (17) shall ensure, at a minimum, that (a) the workload required by the on-line course is equivalent to that of a similar course taught in a traditional District classroom setting, (b) the content is rigorous and aligned with curriculum guidelines approved by the State Board of Education, where appropriate, (c) the course engages students and has interactive components, which may include, but are not limited to, required interactions between students and their teachers, participation in on-line demonstrations, discussion boards or virtual labs, (d) the program of instruction for such on-line coursework is planned, ongoing and systematic, and (e) the courses are (1) taught by teachers who are certified in the state or another state and have received

training on teaching in an on-line environment, or (2) offered by institutions of higher education that are accredited by the Department of Higher Education or regionally accredited; or (3) toward meeting the high school graduation requirement upon the successful completion of the board examination series permitting students in grades 9 through 12 to substitute achievement of a passing score on a series of examinations approved by the State Board of Education for meeting credit requirements for graduation.

Instruction

Distance Education

Virtual/Online Courses (continued)

If the drop-out rate of the District is determined to have been 8% or higher in the previous school year, the Board of Education shall establish an on-line credit recovery program for those students who are identified as being in danger of failing to graduate. These students, once identified by certified personnel, must be allowed to complete on-line District-approved coursework toward meeting high school graduation requirements. Each high school within the District shall designate, from among existing staff, an online learning coordinator to administer and coordinate the online credit recovery program.

New Fairfield High School students may earn a maximum of six (6) units of academic credits by completing online courses: three (3) through Virtual High School and an additional three (3) with prior approval of the high school principal for other online courses. (NOTE: In light of new legislation, District may need to reconsider “cap” on number of courses.)

One or more of the following conditions must exist for students to register for an online or virtual course:

1. Only students registered at New Fairfield High School may enroll in an online or virtual course for credit.
2. The course or its equivalent is not offered at New Fairfield High School. (In the event of an unavoidable scheduling conflict that would have a negative impact on a student’s academic sequence or ability to complete proscribed graduation requirements, the administration may approve the taking of an online course as an equivalent substitute for a course offered at NFHS.)
3. The course could serve as a supplement to extended homebound instruction.
4. The district has expelled the student from the regular school setting, but educational services are to be continued.
5. The Principal, with agreement from the student's teachers and parents/guardians, determines the student requires a differentiated or accelerated learning environment for a portion of his/her academic program.

As determined by Board/school policy, students taking a virtual course will do the following:

- Adhere to the District code of conduct to include rules of behavior and consequences for violations.
- Adhere to attendance requirements of the District.
- Adhere to the District's Internet policy.
- Adhere to New Fairfield High School's policy on withdrawing from a course.

The school must receive an official record of the final grade before awarding credit toward graduation.

The site-coordinator is responsible for monitoring student progress in a virtual course.

Instruction

Distance Education (continued)

(cf. 6141.321 - Computers: Acceptable Use of the Internet)

(cf. 6141.1 - Independent Study)

(cf. 6146 - Graduation Requirements)

Legal Reference: Connecticut General Statutes

10-221 Boards of education to prescribe rules, policies and procedures.

10-221a High school graduation requirements. (as amended by P.A. 00-124, An Act Concerning High School Diplomas and Veterans of World War II, P.A. 00-156, An Act Requiring A Civics Course for High School Graduation and P.A. 08-138, An Act Concerning High School Credit for Private World Language Courses, Other Subject Areas) and P.A. 10-111, An Act Concerning Education Reform in Connecticut.

PA 22-80 An Act Concerning Childhood Mental and Physical Health Services in School.

P.A. 23-150 An Act Concerning Schools, Section 12

Policy adopted: January 5, 2006
Policy revised: December 4, 2008
Policy revised: November 4, 2010
Policy revised: November 3, 2022
Policy revised:

NEW FAIRFIELD PUBLIC SCHOOLS
New Fairfield, Connecticut

NEW FAIRFIELD PUBLIC SCHOOLS - 2024-2025 Calendar

August (2)				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

22 -23 - New Teacher Orientation
 26 – First Day for Teachers
 27 – 28 - Professional Development Days
 29 - First Day for Students

September (20)				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

2 - Labor Day

October (20)				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

3 – Rosh Hashanah
 4 – Professional Development Day
 14 - Columbus Day

November (17)				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

5 - Election Day - Professional Development Day
 11 - Veterans Day (full day of school)
 27-29 - Thanksgiving Recess

December (15)				
M	T	W	Th	F
2	3	4	5	6
9	10	*11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

11 – Professional Learning Day - *Early Dismissal
 23 -31 - Holiday Vacation

January (21)				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	*29	30	31

1 – New Year’s Day
 20 - Martin Luther King Day
 29 – Professional Learning Day - *Early Dismissal

February (18)				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

17 - Presidents’ Day
 18 – Winter Break

March (20)				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

28 – Professional Development Day

April (17)				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

14-17 – Spring Vacation
 18 – Good Friday

May (21)				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	*14	15	16
19	20	21	22	23
26	27	28	29	30

14 – Professional Learning Day - *Early Dismissal
 26 - Memorial Day

June (9)				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	◆13
◆16	◆17	◆18	◆19	◆20
◆*23	24	25	26	27
30				

12 - Last Day for Students/Staff
 ◆13 - ◆23 - Snow/emergency days
 ◆*23 - Last Possible Day for Students/Staff (includes 7 snow/emergency days) *Early Dismissal

Inclement weather/emergency days will be made up on June 13th through June 23rd as needed. If more than 7 days are needed, days will be taken from spring vacation beginning with April 14th. The last day for students is expected to be no later than June 23rd. Students will not be in school more than 180 days. In the event that any of the teacher work days (10/4, 11/5 & 3/28) must be cancelled, it will be rescheduled for the same day of the week, one week later, and a student day will be added to the end of the school year.

Professional Learning Days – If the opening of school is delayed on a Professional Learning Day, the Professional Learning Day is cancelled, and students will be in school until regular dismissal time.

Approved by the Board of Education:
 Jan. 4, 2024



NEW FAIRFIELD PUBLIC SCHOOLS

3 Brush Hill Road, New Fairfield, CT 06812
Phone: 203 312-5770 Fax: 203 312-5609 www.newfairfieldschools.org

December 21, 2023

To: New Fairfield Board of Education

From: Kenneth G. Craw, Ed. D., Superintendent

Re: 2024-25 Proposed District Calendar (attached)

Background

Attached please find the recommendation for the 2024-25 New Fairfield Public Schools District Calendar drawn from the work of the NFPS Calendar Committee, a representative body of the BOE, administration, faculty, staff and parents (listed below). The Calendar Committee met on December 4, 2023, and December 20, 2023. The Committee's charge is to analyze options for the 2024-25 calendar and advise the Superintendent on recommendations to the BOE.

NFPS Calendar Committee 2024-25 Members in alphabetical order:

Tammy Allen (NFEA)
Michelle Brown (NFEA)
Iowa Cipollone (PTO)
Linda Cove (Secr. Assoc.)
Kenneth Craw (Superintendent)
Kate Mattiace (PTO)
Scott Rohwedder (NFAA)
Arlene Rollman (Para Assoc.)
Ed Sbordone (BOE)

Recommended 2024-25 Calendar

The recommended Calendar for 2024-25 is similar to the 2021-22 Calendar with a pre-Labor Day first day of school for students. For ease of review by the BOE, listed below are the essential points for each month of the proposed calendar.

1. August/September 2024 –
 - a. Three days of teacher preparation (August 26, 27 & 28) precede the first day for students.
 - b. First Day for Students– Thursday, August 29
 - c. One School Closure Day
 - i. Labor Day – Monday, September 2

2. October 2024 –
 - a. Rosh Hashanah - Thursday, October 3
 - b. Professional Development – Friday, October 4
 - c. School Closure – Monday, October 14

Comment: Rosh Hashanah begins at sundown on Wednesday, October 2 and runs until the evening of Friday, October 4.
3. November 2024 —
 - a. Election Day/Professional Development – Tuesday, November 5
 - b. Extended Thanksgiving Vacation –
 - i. No Students or Teachers - Wednesday, November 27
 - ii. Standard Thanksgiving Break – Thursday, November 28 and Friday, November 29.
4. December 2024 –
 - a. Professional Learning Day - Early Dismissal – Wednesday, December 11
 - b. Winter Recess – Monday, December 23 through Wednesday, January 1, 2025
5. January 2025 –
 - a. School Closure - Observe New Year’s Day - Wednesday, January 1, 2025
 - b. Students and teachers return from break - Thursday, January 2
 - c. Dr. Martin Luther King, Jr. Day – Monday, January 20
 - d. Professional Learning Day - Early Dismissal - Wednesday, January 29
6. February 2025 —
 - a. February Break – Monday, February 17 and Tuesday, February 18
 - i. School Closure - Monday, February 17 is Presidents’ Day
 - ii. School Closure - Tuesday, February 18 - Winter Break
7. March 2025 —
 - a. Professional Development - Friday, March 28
8. April 2025 —
 - a. Spring Recess – Monday, April 14 – Thursday, April 17
 - b. Good Friday - April 18
9. May 2025 –
 - a. Professional Learning Day - Early Dismissal - Wednesday, May 14
 - b. Memorial Day – Monday, May 26
10. June 2025 —
 - a. Final Day for Students – Thursday, June 12

Comment: This schedule would provide up to seven days for school closures due to inclement weather. New Fairfield typically wants to have students finished before the final week of June; however, the seventh inclement weather day is listed as Monday, June 23.

Please note the statement at the bottom right-hand side of the proposed calendar regarding loss of school days due to inclement weather:

“Inclement weather emergency days will be made up on June 13-23 as needed. If more than 7 days are needed, days will be taken from spring vacation beginning with April 14th. The last day for students is expected to be no later than June 23th. Students will not be in school more than 180 days.”

ATTACHMENTS

1. 2024-25 Proposed District Calendar
2. 2023-24 Current Adopted District Calendar

NEW FAIRFIELD PUBLIC SCHOOLS - 2023-2024 Calendar *Revised*

August (0)				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

28 -29 - New Teacher Orientation
 28 or 29 – NFHS Certified Staff Only Reports
 30 - First Day for Teachers
 31 – Professional Development Day

September (18)				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

1 - Professional Development Day
 4 - Labor Day
 5 - First Day for Students
 25 - Yom Kippur

October (21)				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	*25	26	27
30	31			

9 - Columbus Day
 25 - Data Day - *Early Dismissal

November (18)				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

7 - Election Day - Professional Development Day
 10 - Veterans Day observed (full day of school)
 22-24 - Thanksgiving Recess

December (16)				
M	T	W	Th	F
				1
4	5	*6	7	8
11	12	13	14	15
18	19	20	21	*22
25	26	27	28	29

6 - Data Day - *Early Dismissal
 22 - *Early Dismissal
 25-29 - Holiday Vacation

January (21)				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	*24	25	26
29	30	31		

1 – New Year’s Day
 15 - Martin Luther King Day
 24 - Data Day - *Early Dismissal

February (18)				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	

16 – Professional Development Day
 19 - Presidents’ Day
 20 - Professional Development Day

March (20)				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	*22
25	26	27	28	29

22 - Data Day - *Early Dismissal
 29 – Good Friday

April (17)				
M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

8-12 – Spring Vacation
 15-19 – Spring Vacation

May (22)				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	*24
27	28	29	30	31

24 - Data Day - *Early Dismissal
 27 - Memorial Day

June (9)				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	◆14
◆17	◆18	◆19	◆20	◆21
◆*24	25	26	27	28

13 - Last Day for Students/Staff
 ◆14 - ◆24 - Snow/emergency days
 ◆*24 - Last Possible Day for Students/Staff (includes 7 snow/emergency days) *Early Dismissal

Inclement weather/emergency days will be made up on June 14th through June 24th as needed. If more than 7 days are needed, days will be taken from spring vacation beginning with April 12th. The last day for students is expected to be no later than June 24th. Students will not be in school more than 180 days. In the event that any of the teacher work days (11/7, 2/16 & 2/20) must be cancelled, it will be rescheduled for the same day of the week, one week later, and a student day will be added to the end of the school year.

Data Days – If the opening of school is delayed on a Data Day, the Data Day is cancelled, and students will be in school until regular dismissal time.

Approved by the Board of Education:
 Jan. 19, 2023, rev. 3/16/23