



Toni R. Jones Ed.D.
Superintendent of Schools

August 1, 2018

Attorney Laura Anastasio
Connecticut State Department of Education
Division of Legal and Governmental Affairs
PO Box 2219
Hartford, CT 06145-2219

Dear Attorney Anastasio:

This is to provide an update on Fairfield Public Schools' Racial Imbalance Plan, as requested in the June 19, 2018 memo from Commissioner Wentzell. In September 2017, Fairfield presented its amended Racial Imbalance Plan to the State Board of Education, and the plan has progressed as intended:

- 1) In October 2017, the Board of Education created an ad hoc committee to explore long-term options for facility use. The consulting firm of Milone and MacBroom presented redistricting options to the committee and the BoE. Scenarios to resolve racial imbalance were explored through potential school closures, pocket redistricting and school pairings. Public meetings were held to discuss school pairing with McKinley Elementary School and Jennings Elementary School.
- 2) The Board is committed to determining the preferred district-balance method in the upcoming year (2018-2019).

After the completion of construction projects, the district is on track to meet the 2020 timeline to have a methodology for balancing the district. (*Exhibit A*)

- 3) The Preschool program at Dwight Elementary was relocated to Stratfield Elementary to allow greater access for McKinley Elementary families. McKinley Elementary families are remaining at Burr Elementary and the program is having a positive impact on the racial balance.
- 4) An elementary school survey collected input on magnet program options. Of the 1,548 responses, 74.49% showed an interest in a STEAM magnet program. (*Exhibit B*)

- 5) Open Choice K-12 will increase to 88 students in 2018-2019.
- 6) The State Board of Education recognized McKinley Elementary for closing the achievement gap and identified McKinley Elementary as a School of Distinction for 2017-2018. Its program has been studied for closing the gap at a higher rate than many of our other schools.
- 7) Construction projects are on time as planned. The construction projects are necessary to optimize facility utilization, thereby alleviating overcrowding at several school sites and resolving the racial imbalance at McKinley Elementary.
 - a. Holland Hill Elementary School is currently under construction. The renovation and expansion project was approved at \$18,500,000, with a scheduled completion date of December 2020. (*Exhibit C*)
 - b. The Mill Hill Elementary School project was approved in 2017-2018, with \$1,500,000 in planning funds for renovation and possible expansion. The building committee has been established and the planning will take place during the 2018-2019 school year. (*Exhibit D*)
 - c. The 3rd phase of the Roger Sherman Elementary School renovation was approved in 2017-2018, with a cost of \$3,200,000. The building committee has been approved and work has begun. The scheduled completion date is September 2020. (*Exhibit E*)

Fairfield Public Schools will continue with integrity to implement the plan and adhere as closely as possible to the timeline, as presented to the State Board of Education. I would be happy to answer any questions you may have on the above. Please feel free to reach out to me at any time to discuss further.

Sincerely,



Toni Jones, Ed.D.
Superintendent of Schools
Fairfield Public Schools

*c: Commissioner of Education, Dr. Wentzell
Fairfield Board of Education*

TJ:mb



EXHIBIT A

Fairfield Public Schools

Facility Planning Update

April 3, 2018





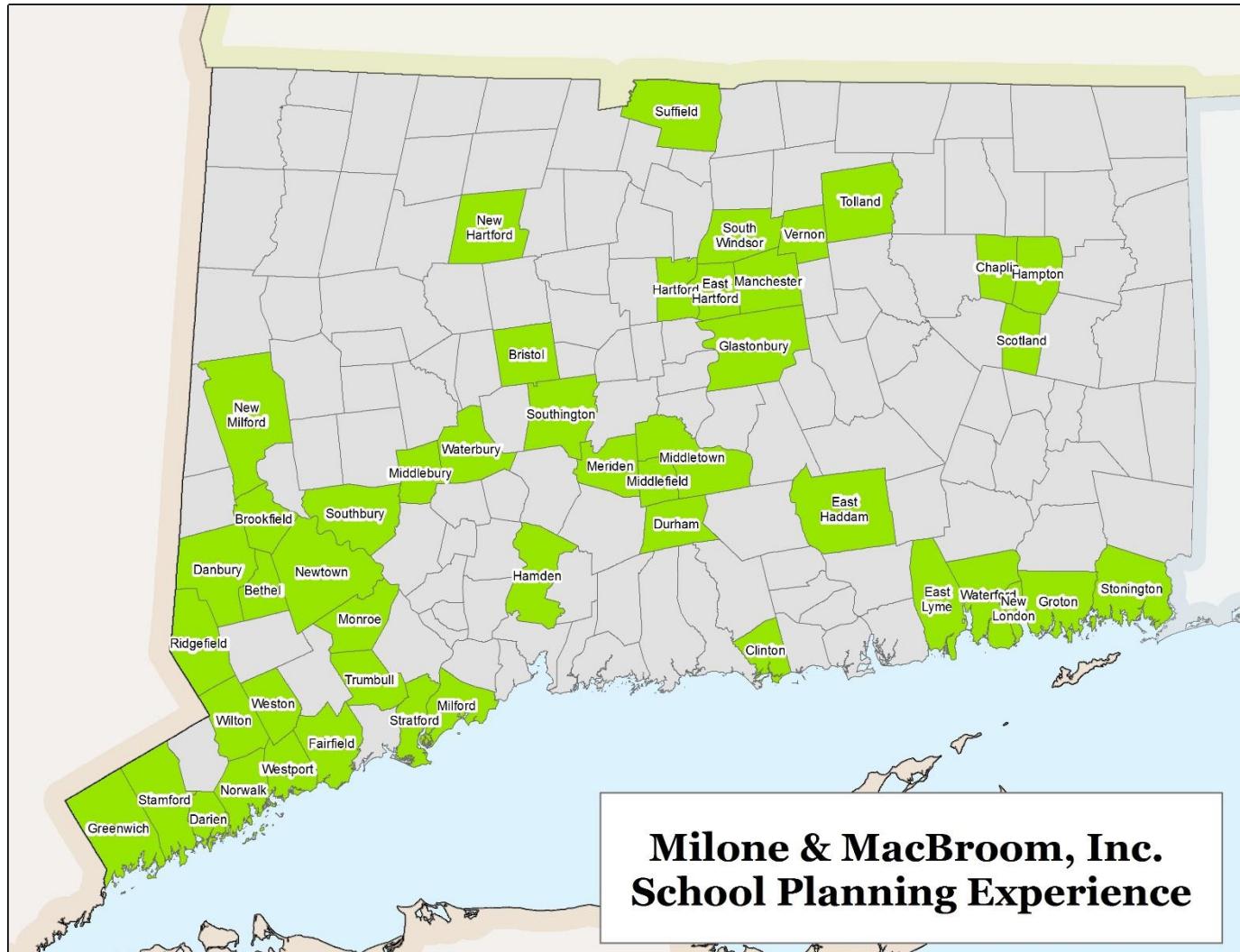
MMI School Planning Experience

Our experience developing enrollment studies in the following areas:

- Comprehensive Enrollment Projections
- Facility Utilization Studies
- Long Range Plans
- Redistricting & Reconfiguration Plans



MMI School Planning Experience





Summary of Previous Efforts



Timeline

2016 Scenario Planning

- District amended its state-mandated Racial Balance Plan in 2016
- Tested several comprehensive redistricting scenarios for long-term viability
 - Tested scenarios with and without school construction projects at Holland Hill and Mill Hill

2017-18 Scenario Planning

- Created additional scenarios that were not investigated as part of the 2016 Scenario Planning
- Assessed potential cost-savings measures in light of state budget including school closures, school paring, pocket redistricting, and grade reconfiguration options



Guiding Principles

Guiding Principles (1) -

- Strive to maintain established neighborhoods and consider natural and manmade boundaries (rivers, highways)
- Consider the impact on busing and walkers
- Safety issues should be considered
- Phase out all temporary solutions (portables)
- Strive for sustained facility utilization at 90%
- Siblings should attend same schools – avoid crossing feeder patterns
- Maintain District Guidelines for class size
- Create the least amount of disruption

(1) *Adhoc Redistricting Committee - Redistricting: Guiding Principles
(Approved by BOE, November 17, 2015)*



Racial Balance

Connecticut's Racial Balance Law

- Outlined in Connecticut General Statutes § 10-226
- Schools whose minority composition varies by 25% or more from the district's minority composition for the same grades are considered racially imbalanced
 - Districts with racial imbalances need to submit a plan to the CSDE addressing how imbalance will be corrected – Fairfield last amended their plan in 2016
 - McKinley has been designated as racially imbalanced for 7 out of the last 8 school years



2016 Scenario Planning

Long-Term Solutions

- Comprehensive redistricting identified as a long-term solution to address overcrowding and alleviate racial imbalance while adhering to District's guiding principles
 - Requires construction of two 504-student schools at Holland Hill and Mill Hill
 - Alleviates racial imbalance at McKinley to less than 20% of the district average
 - Allows the district to address overcrowding and remove portable classrooms at all schools
 - Would require comprehensive redistricting of between 15% and 20% of elementary school students



Conceptual Redistricting Options

No New Construction at Holland Hill or Mill Hill

- Does not get McKinley within 20% of district average for racial balance
- Does not address overcrowding or remove portables
- **Not a viable solution to overcrowding and racial balance**

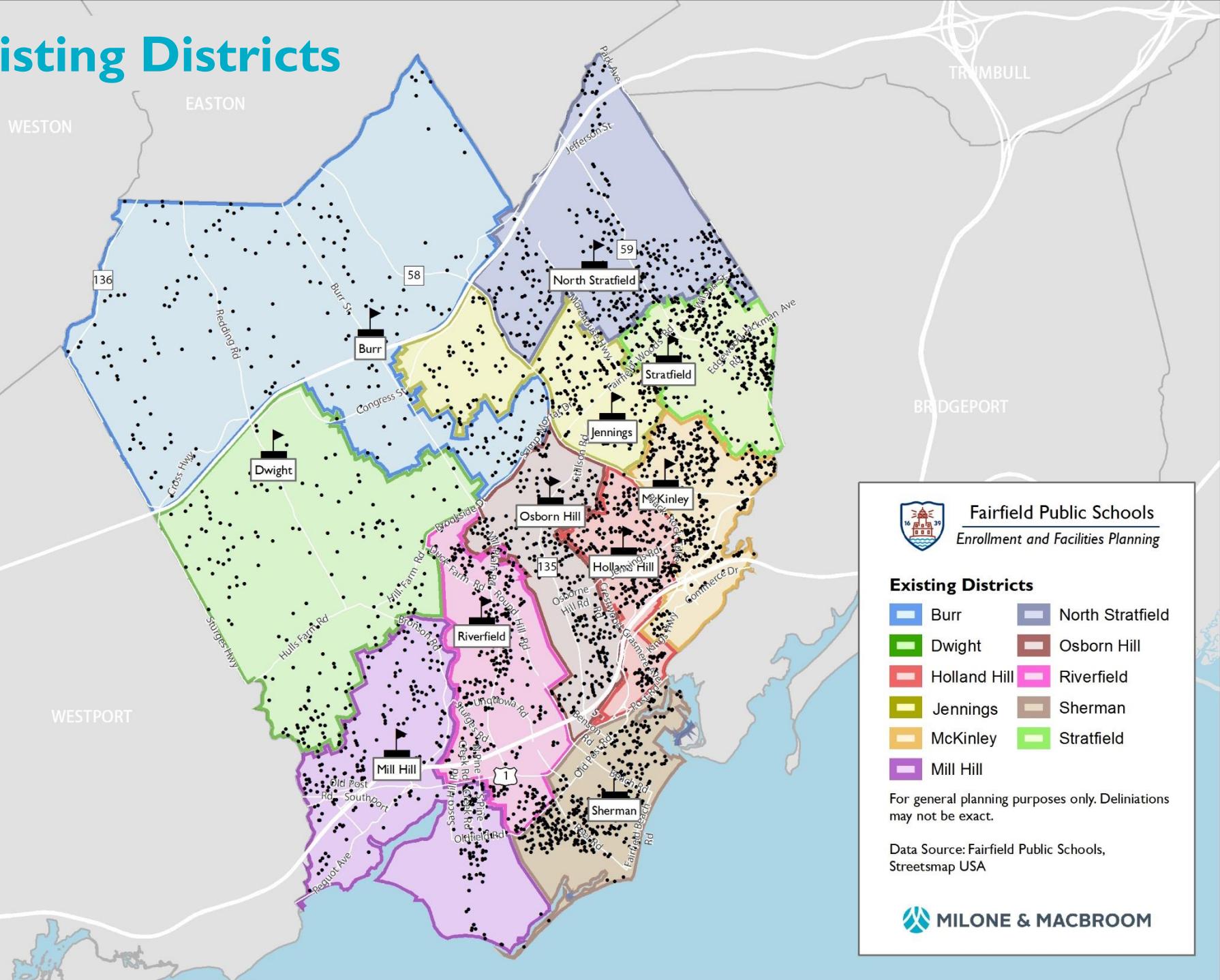
New Construction only at Holland Hill (504)

- Does not get McKinley within 20% of district average for racial balance
- Does not address overcrowding at Sherman or Mill Hill
- Portables can be removed at Holland Hill but remain at Mill Hill
- **Not a viable solution to overcrowding and racial balance**

New Construction at both Holland Hill (504) and Mill Hill (504)

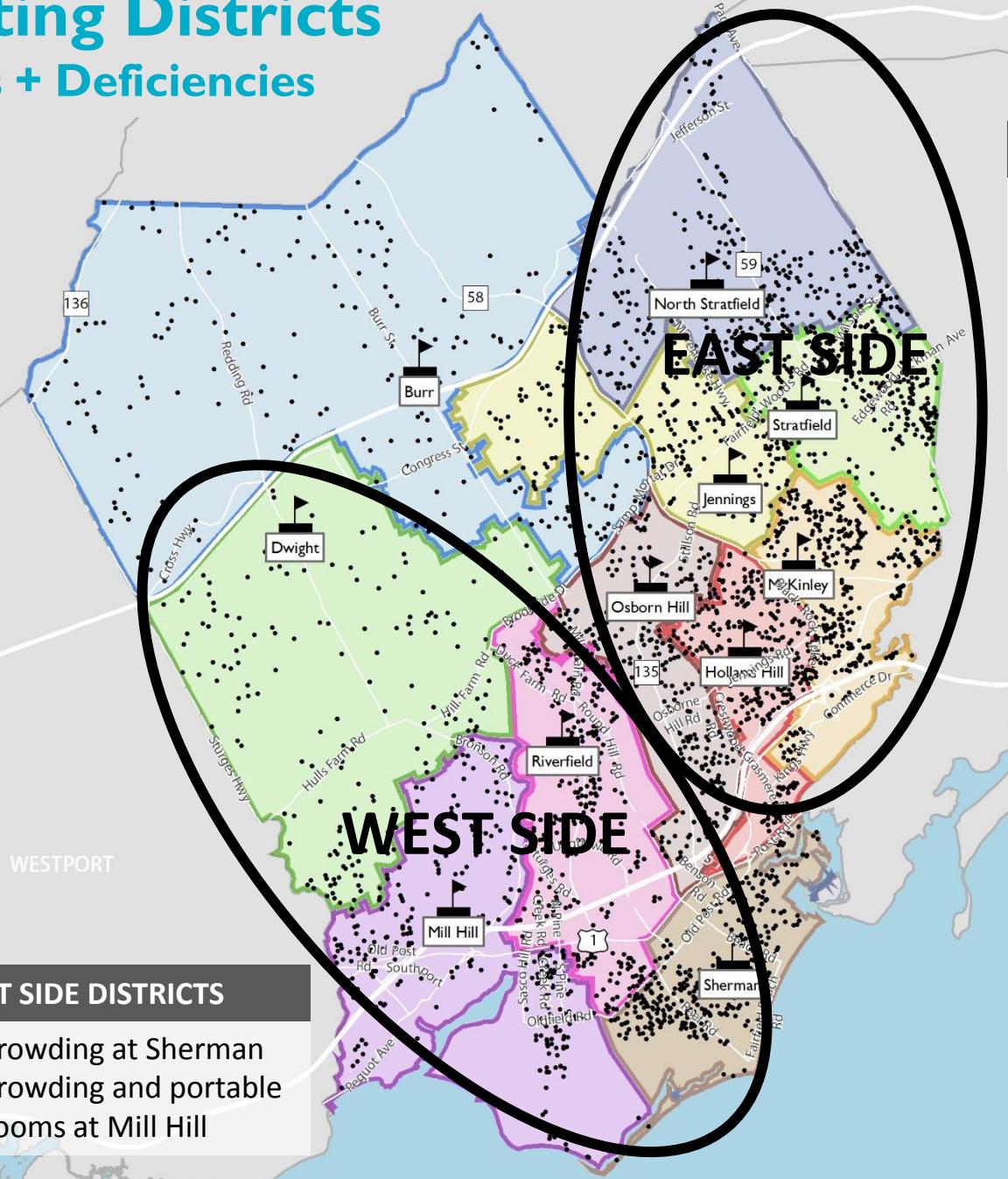
- Gets McKinley under 20% of district average for racial balance
- Addresses overcrowding at Sherman and allows district to remove all portable classrooms
- **Two redistricting scenarios identified as being viable solutions to overcrowding and racial balance**

Existing Districts



Existing Districts

Needs + Deficiencies



Fairfield Public Schools
Enrollment and Facilities Planning

Existing Districts

Burr	North Stratfield
Dwight	Osborn Hill
Holland Hill	Riverfield
Jennings	Sherman
McKinley	Stratfield
Mill Hill	

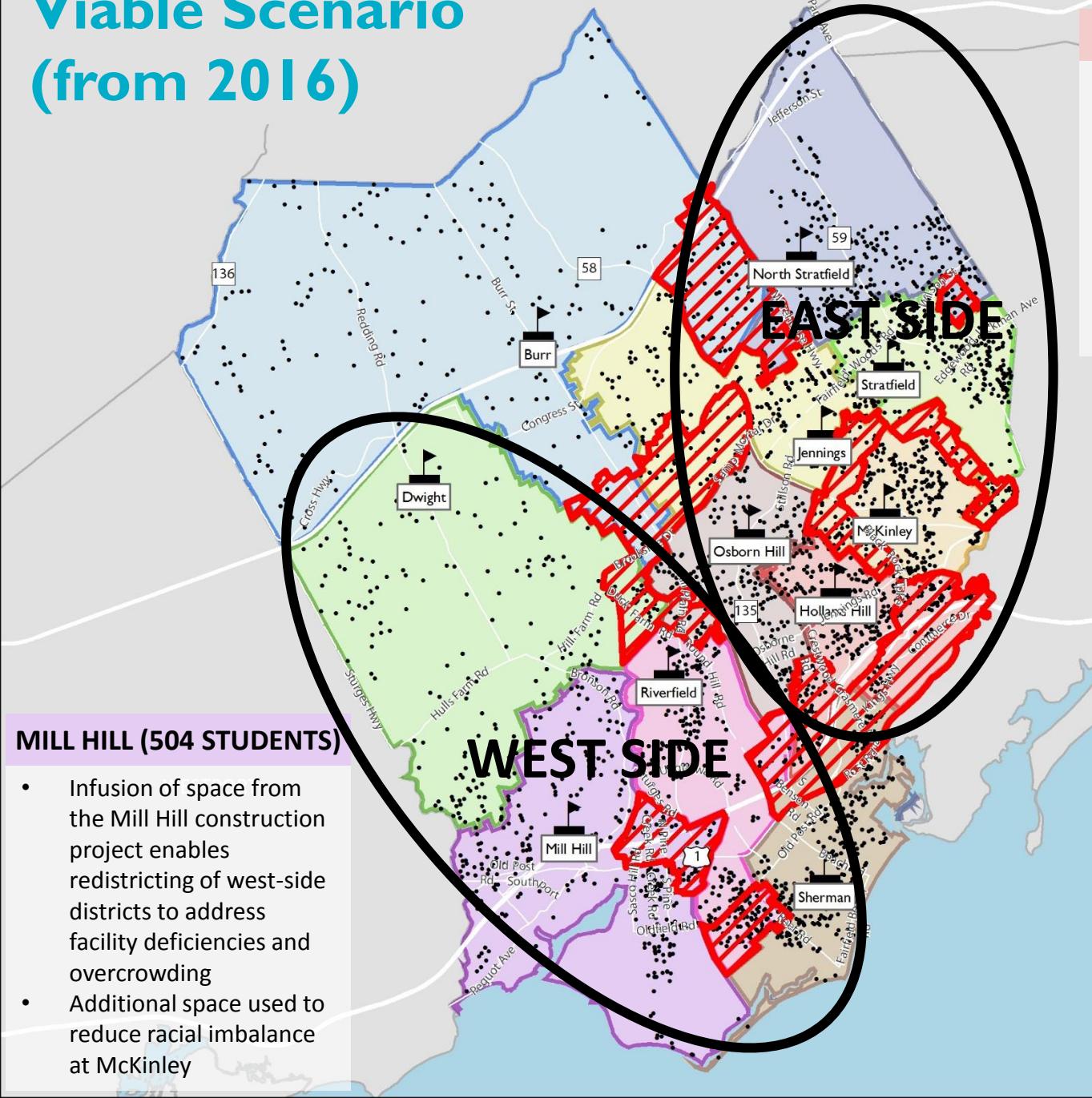
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Data Source: Fairfield Public Schools,
Streetsmap USA



MILONE & MACBROOM

Viable Scenario (from 2016)



HOLLAND HILL (504 STUDENTS)

- Infusion of space from the Holland Hill construction project enables the redistricting of east-side districts to address racial imbalance at McKinley.
- Holland Hill construction project alone not enough to reduce McKinley racial imbalance to under 20% of district average

BRIDGEPORT



Fairfield Public Schools
Enrollment and Facilities Planning

Scenario F (2016)

Burr	North Stratfield
Dwight	Osborn Hill
Holland Hill	Riverfield
Jennings	Sherman
McKinley	Stratfield
Mill Hill	Area of Change

For general planning purposes only. Delimitations may not be exact.

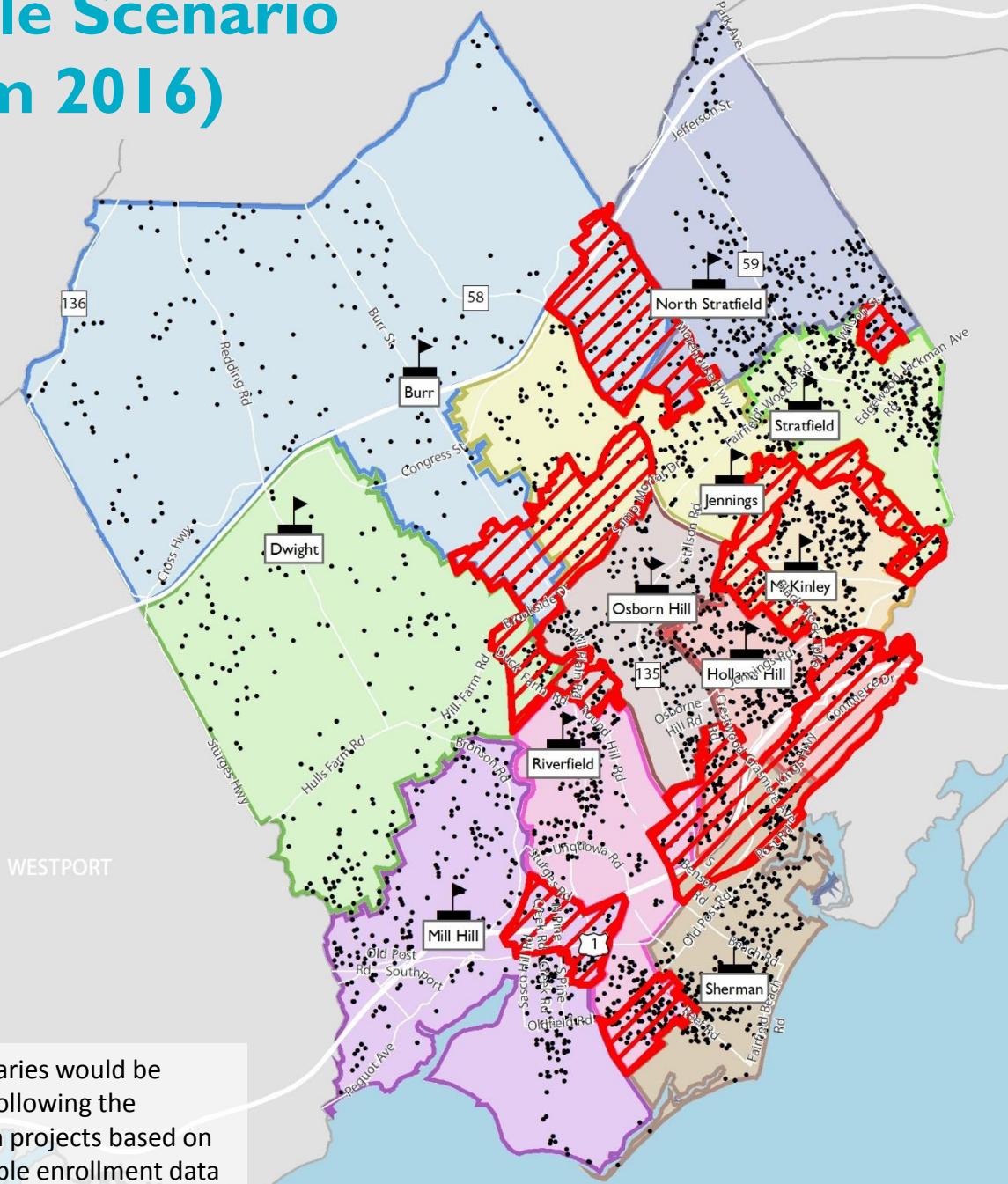
Data Source: Fairfield Public Schools,
Streetsmap USA



MILONE & MACBROOM

Viable Scenario (from 2016)

~20% of elementary school students would be redistricted under this scenario



Final boundaries would be developed following the construction projects based on latest available enrollment data



Fairfield Public Schools
Enrollment and Facilities Planning

Scenario F (2016)

Burr	North Stratfield
Dwight	Osborn Hill
Holland Hill	Riverfield
Jennings	Sherman
McKinley	Stratfield
Mill Hill	Area of Change

For general planning purposes only. Delimitations may not be exact.

Data Source: Fairfield Public Schools,
Streetsmap USA



MILONE & MACBROOM



2017 Scenario Planning

Tested additional scenarios that were not examined in the 2016 conceptual redistricting options – focus was on testing structural changes

- Assessed potential cost-savings measures in light of state budget including school closures, school paring, pocket redistricting, and grade reconfiguration options
- School-pairing of McKinley with Jennings (K-2, 3-5) was identified as a sustainable long-term solution to racial imbalance
 - Deviates from current K-5 neighborhood based educational model
 - Requires further architectural study
- Three other options were determined to be feasible at achieving cost savings or addressing school overcrowding, but **did not address racial imbalance at McKinley**

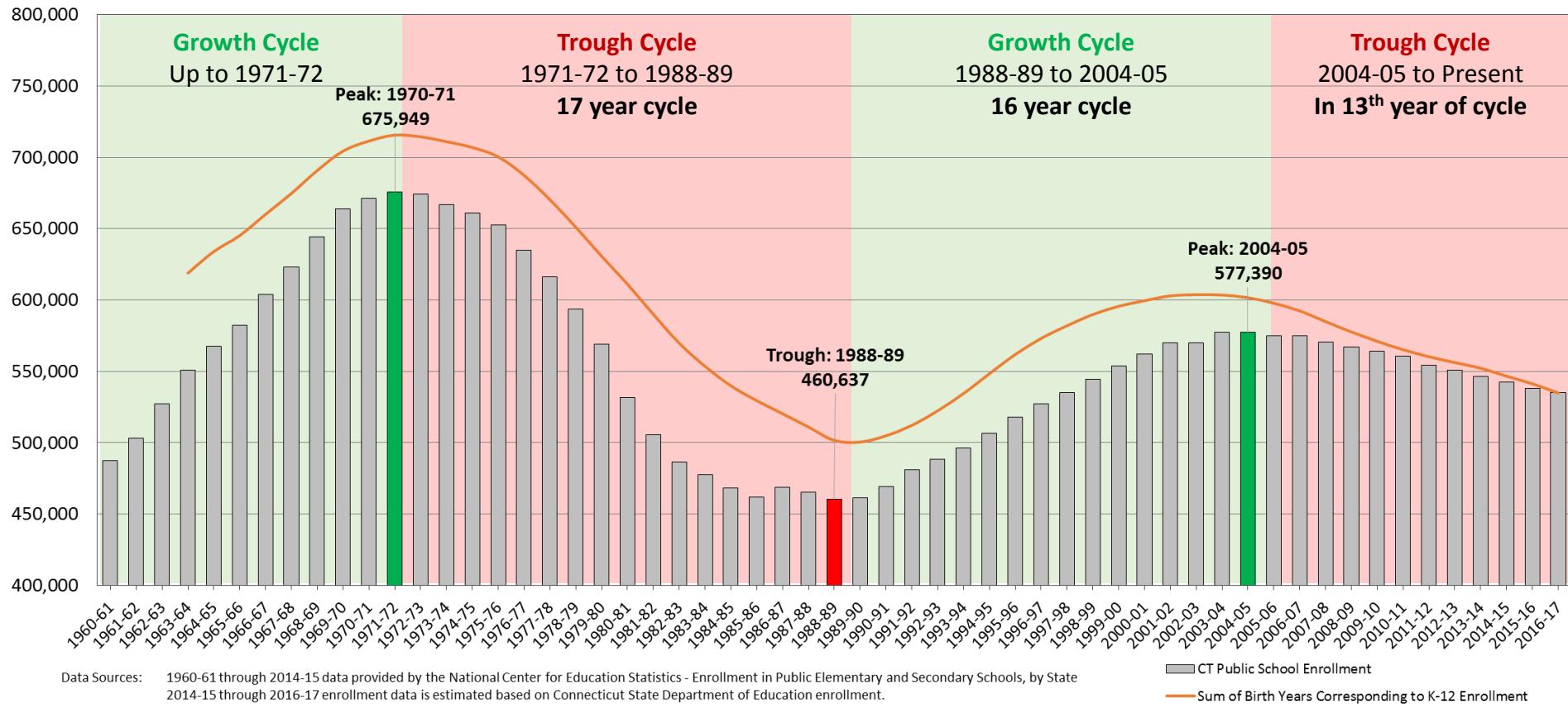


Enrollment Trends and Projections



State Enrollment Trends

Public School Enrollment in Connecticut: 1960 to 2016



“Baby Boom” enters school – enrollments surge in the 1960s

“Baby Bust” of the late 1960s and 1970s enters school and leads to enrollment declines

“Echo Boom” (millennials) begin entering school, leading to another growth cycle

“Echo Bust” in 13th year of cycle – are we nearing the end of a cycle?



Projections Comparison

Elementary School Projections Comparison

Grade	K	1	2	3	4	5	K-5 Total
Actual Enrollment	631	674	697	719	771	743	4,235
Projected Enrollment	637	668	681	715	778	741	4,220
Difference	(6)	6	16	4	(7)	2	15

0.3% deviation

Enrollment data provided by Fairfield Public Schools as of October 1, 2017

Middle School Projections Comparison

Grade	6	7	8	6-8 Total
Actual Enrollment	893	778	787	2,458
Projected Enrollment	890	781	772	2,443
Difference	3	(3)	15	15

0.6% deviation

Enrollment data provided by Fairfield Public Schools as of October 1, 2017

High School Projections Comparison

Grade	9	10	11	12	9-12 Total
Actual Enrollment	762	721	775	803	3,061
Projected Enrollment	746	720	777	783	3,026
Difference	16	1	(2)	20	35

1.2% deviation

Enrollment data provided by Fairfield Public Schools as of October 1, 2017



Projections Buildings Blocks

Starting Data

Critical to the overall accuracy of the projections, as each year builds upon the last

District Projections

Town of Fairfield Births

Obtained from CT DPH

Historic Enrollment Trends

Obtained from FPS and CT SDE

Individual School Projections

Geolocated Birth Data

Obtained from CT DPH and address matched

Geolocated Enrollment Data

Obtained from FPS and address matched

Projection Assumptions

Several projection models are developed by applying different persistency ratios to building blocks

5-Year Average

3-Year Average

3-Year Weighted

Blended

Demographic and Housing Data

Used to inform model selection and birth projections

Unemployment (Town, Region)

Housing Permit Activity

Home Sales (1-family, condos)

Women of Child-Bearing Age + Fertility Rates

Population Projections & Development Capacity



Persistency Ratios

- Persistency ratios are calculated from historic enrollment data to determine growth or loss in a class as it progresses through school system
- Persistency ratios account for the various external factors affecting enrollments, including housing characteristics, residential development, economic conditions, student transfers in and out of the system, and student mobility
- Persistency Ratio of 1.0 means cohort size remains the same; 1.05 means the cohort size increases by 5%, or a cohort of 100 grows to 105 the following year
- Changes in population, housing stock and tenure, and economic conditions help explain persistency ratios

School Year	K	1	2	3	4	5	6
2011-12	800	785	735	810	763	851	843
2012-13	682	841	774	742	820	770	863
2013-14	723	783	858	772	749	824	780
2014-15	686	751	711	870	782	756	808
2015-16	649	693	759	792	873	771	765
2016-17	641	676	702	775	751	886	787
2017-18	631	674	697	719	771	743	893

The table to the left shows how a grade cohort grows from year to year, indicating persistency ratios over 1.0. This accounts for the variety of external factors that affect enrollments, including home sales, residential development and student transfers into and out of the system



Persistency Ratios

Kindergarten through 12th Grade Persistency Ratios by School Year

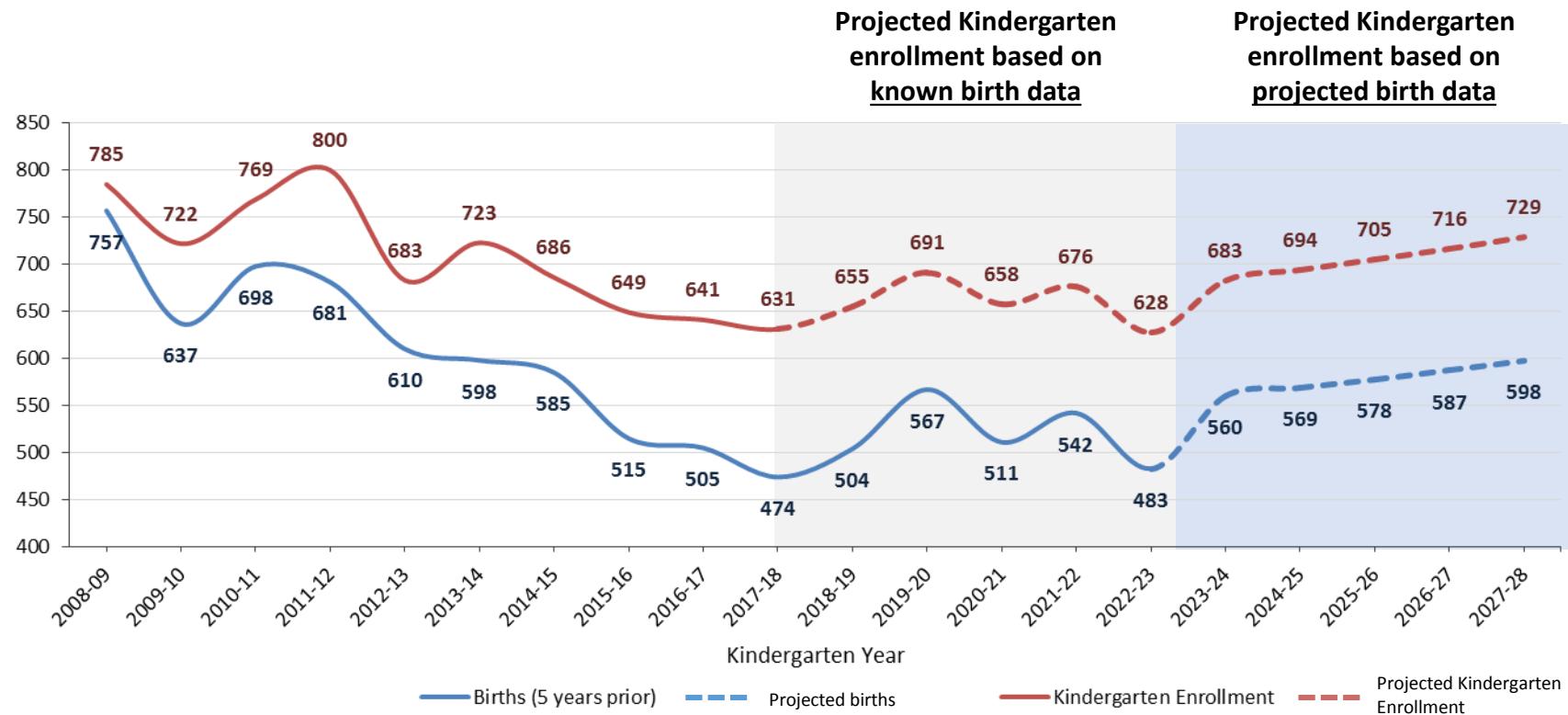
2002-2003 to 2017-18

Year	Birth-K	K-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10	10-11	11-12	Est. of Migration
2002-03		1.0367	1.0127	1.0056	1.0030	1.0000	1.0123	0.9958	1.0000	0.9213	0.9715	0.9728	1.0109	0.27%
2003-04		1.0388	1.0105	0.9972	0.9834	0.9760	0.9871	1.0046	0.9789	0.9485	0.9984	0.9780	0.9795	-1.22%
2004-05		1.0013	1.0097	1.0013	0.9734	1.0154	1.0108	1.0174	1.0015	0.9497	0.9885	0.9836	1.0150	0.31%
2005-06	0.9558	1.0577	0.9899	0.9822	0.9948	0.9899	1.0097	1.0061	1.0043	0.9849	0.9652	0.9750	0.9799	-0.23%
2006-07	1.0579	1.0062	0.9839	1.0281	1.0209	1.0013	1.0174	0.9945	1.0000	0.9986	0.9508	1.0047	0.9778	1.06%
2007-08	1.0839	1.0328	1.0037	1.0366	1.0409	1.0233	1.0078	1.0114	1.0152	0.9985	0.9957	0.9919	0.9922	2.30%
2008-09	1.0370	1.0204	0.9929	1.0087	0.9951	1.0072	1.0094	1.0065	1.0282	0.9620	0.9803	0.9772	1.0163	0.87%
2009-10	1.1334	1.0166	1.0027	1.0119	1.0123	1.0024	1.0118	1.0146	1.0128	0.9822	0.9746	0.9969	1.0190	1.09%
2010-11	1.1017	1.0263	1.0125	1.0093	0.9941	1.0048	1.0049	0.9883	1.0026	0.9861	0.9832	0.9957	1.0233	0.04%
2011-12	1.1747	1.0208	0.9919	1.0025	1.0039	1.0035	1.0157	0.9951	1.0166	0.9727	0.9576	0.9986	1.0087	0.63%
2012-13	1.1197	1.0513	0.9860	1.0095	1.0123	1.0092	1.0141	1.0166	1.0085	0.9709	0.9906	1.0214	1.0242	1.18%
2013-14	1.2090	1.0293	1.0202	1.0052	1.0094	1.0049	1.0130	0.9873	1.0093	0.8936	0.9436	0.9932	0.9974	0.46%
2014-15	1.1726	1.0387	1.0114	1.0140	1.0064	1.0093	0.9806	1.0128	0.9988	0.9225	1.0014	1.0089	0.9959	0.35%
2015-16	1.2602	1.0102	1.0107	1.0267	1.0034	0.9885	1.0119	1.0087	1.0063	0.9201	0.9662	0.9919	0.9761	0.72%
2016-17	1.2693	1.0416	1.0130	1.0211	1.0068	1.0149	1.0168	1.0078	0.9877	0.9258	0.9949	1.0104	1.0313	0.91%
2017-18	1.3312	1.0515	1.0311	1.0242	0.9948	1.0109	1.0079	0.9886	1.0208	0.9466	0.9796	0.9949	1.0308	0.75%

- Relatively stable in-migration of between 0% and 1% over the last decade
- Decreasing number of births over the last decade, but a growing birth-to-k ratio
 - Indicates a greater proportion of kindergarteners are being born outside of Fairfield than in the past



Birth and Kindergarten Trends



- Kindergarten enrollment has declined by about 20% over the last ten years
- Corresponding birth cohorts have declined by 37% over the same time period
- Rising Birth-to-K ratio indicates that a growing proportion of kindergarteners who enroll in Fairfield Public Schools were born elsewhere



Birth and Kindergarten Trends

Birth-to-K Ratios in Fairfield and other Fairfield County Districts

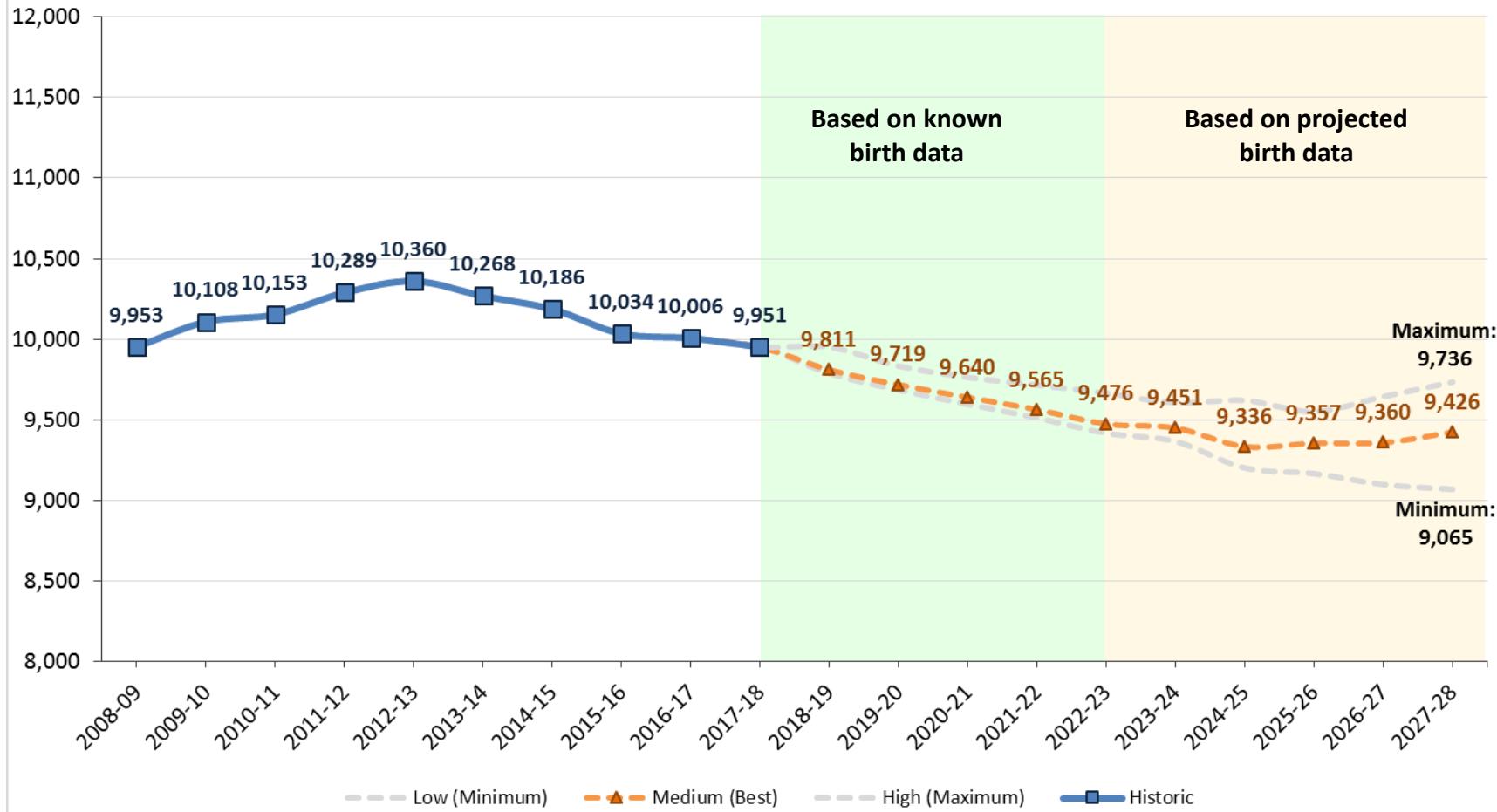
School Year	Fairfield	Ridgefield	Trumbull	Weston	Wilton
2008-09	1.0370	1.2073	1.1663	1.7292	1.5046
2009-10	1.1334	1.2299	1.2025	1.6289	1.6429
2010-11	1.1017	1.4137	1.1473	1.5143	1.6404
2011-12	1.1747	1.3377	1.1629	1.8837	1.5714
2012-13	1.1197	1.3668	1.1381	1.5972	1.6048
2013-14	1.2090	1.6957	1.3415	1.9155	1.7063
2014-15	1.1726	1.4921	1.3474	1.9718	1.7945
2015-16	1.2602	1.6095	1.5106	2.0328	1.8015
2016-17	1.2693	1.6802	1.5669	2.6122	1.8926
2017-18	1.3312	1.9216	1.5495	1.7937	1.9537

- Rising birth-to-kindergarten ratio documented in districts across Fairfield County
- Direct correlation between size of birth cohort and birth-to-K ratio. As the number of births has decreased, the birth-to-K ratio has increased
- Indicates that a growing proportion of kindergarteners were born elsewhere and moved prior to enrolling in Kindergarten



District Projections

Fairfield Public Schools Actual and Projected Enrollment (PK-12)

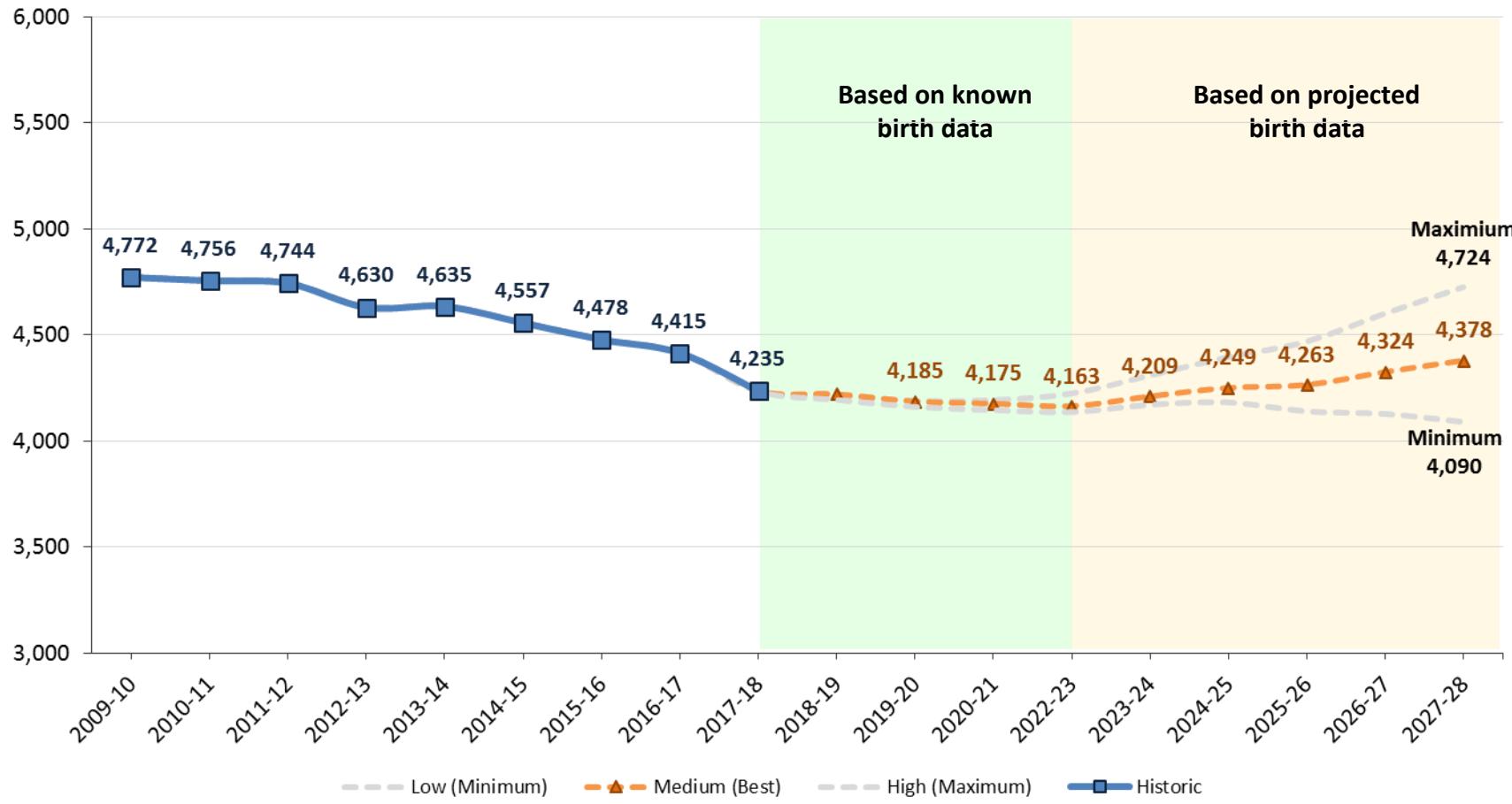


Medium Projections are supported by demographic, housing, and economic data



K-5 Projections

Fairfield Public Schools Actual and Projected Enrollment (K-5)



Medium Projections are supported by demographic, housing, and economic data



Facilities

School	Total Full-Size Classrooms ²	Total Full-Size Instructional Classrooms	K-5 Grade Level Instruction	CLC	Pre-K ³	K-5 Operational Capacity
Burr	28	24	22	1	1	470
Dwight	21	18	17	1	0	365
Holland Hill ¹	28	24	24	0	0	504
Jennings	23	18	17	1	0	365
McKinley	30	24	24	0	0	504
Mill Hill (without portables) ²	20	13	13	0	0	273
North Stratfield	28	24	24	0	0	504
Osborn Hill	30	24	22	2	0	478
Riverfield	27	24	24	0	0	504
Roger Sherman	24	22	22	0	0	462
Stratfield	27	24	22	0	2	462
Total All Schools	286	239	231	5	3	4,891

1. Based on the planned capacity from the new Holland Hill Ed Spec

2. The five portable classrooms were deducted from the capacity at Mill Hill

3. Pre-K classrooms are deducted from the K-5 operational capacity

- Operational capacity is educationally driven – aligns with district Ed. Spec. with all portable classrooms removed
- Portable classrooms were deducted from the operational capacity at Mill Hill
- Takes into account the placement of district-wide programs such as CLC and Pre-K



Facility Utilization

K-5 Utilization Projections (Operational Capacity) *

School	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	Operational capacity
Burr	80.4%	78.1%	77.4%	77.4%	75.5%	76.0%	76.2%	76.4%	78.5%	78.5%	470
Dwight	91.2%	92.3%	89.3%	85.2%	84.7%	87.9%	85.2%	85.5%	89.9%	96.2%	365
Holland Hill ¹	74.4%	76.4%	77.0%	76.2%	78.8%	80.0%	80.8%	79.8%	79.4%	80.2%	504
Jennings	81.4%	81.4%	78.9%	79.2%	79.7%	82.2%	83.0%	81.4%	81.9%	83.3%	365
McKinley	85.7%	84.1%	82.3%	83.3%	78.4%	81.0%	81.0%	81.3%	82.5%	82.9%	504
Mill Hill (Operational Capacity)	124.9%	127.1%	132.2%	134.4%	134.1%	134.8%	137.0%	140.7%	139.9%	139.9%	273
Mill Hill (Functional Capacity)	90.2%	91.8%	95.5%	97.1%	96.8%	97.4%	98.9%	101.6%	101.1%	101.1%	378
North Stratfield	75.2%	74.2%	74.0%	76.6%	77.2%	76.2%	77.6%	77.4%	77.4%	77.8%	504
Osborn Hill	83.9%	79.7%	77.4%	78.7%	79.1%	77.8%	79.3%	80.3%	82.8%	83.5%	478
Riverfield	82.7%	83.3%	84.5%	87.5%	90.3%	90.3%	91.5%	91.5%	93.1%	91.7%	504
Roger Sherman	101.5%	101.9%	105.2%	102.4%	98.1%	100.6%	101.5%	100.6%	101.9%	104.3%	462
Stratfield	85.9%	82.7%	81.8%	82.0%	81.2%	81.4%	84.0%	86.4%	87.4%	89.8%	462
Total	86.3%	85.6%	85.4%	85.7%	85.1%	86.1%	86.9%	87.2%	88.4%	89.5%	4,891

1. Based on the capacity of the New Holland Hill School (504 students)

* Operational capacity assumes all portable classrooms are removed

- Utilization based on operational capacity and enrollment projections
- High utilization projected to continue at Mill Hill and Roger Sherman over the next ten years.
- Using Mill Hill's functional capacity (378) rather than operational capacity, utilization would still be over 95% for eight of the next ten years, and over 100% for the final three years of the projections horizon



Mill Hill Construction Project

“No Build” Alternatives *

In order to meet the Ed. Spec. without new construction, Mill Hill would need to:

1. Replace portable classrooms with new trailers
2. Utilize hallways and common areas (stage, etc.) to make up for the lack of support spaces in the main building – remove portables
3. Redistrict ~100 students out of Mill Hill – remove portables

** If done in isolation, none of the above alternatives would address racial imbalance at McKinley or overcrowding at Roger Sherman*



Mill Hill Construction Project

Construction Project

- If comprehensive redistricting is undertaken to address overcrowding and racial imbalance, a 504 student school is needed at Mill Hill
 - Maintains current K-5 neighborhood-based model, but would redistrict between 15% and 20% of students



Mill Hill Construction Project

Other Considerations

- In order to maximize reimbursement from the State for the School Construction Grant, District needs to hit the target capacity for the new school
 - Additional students need to be moved into Mill Hill District in order to support a 504 student school

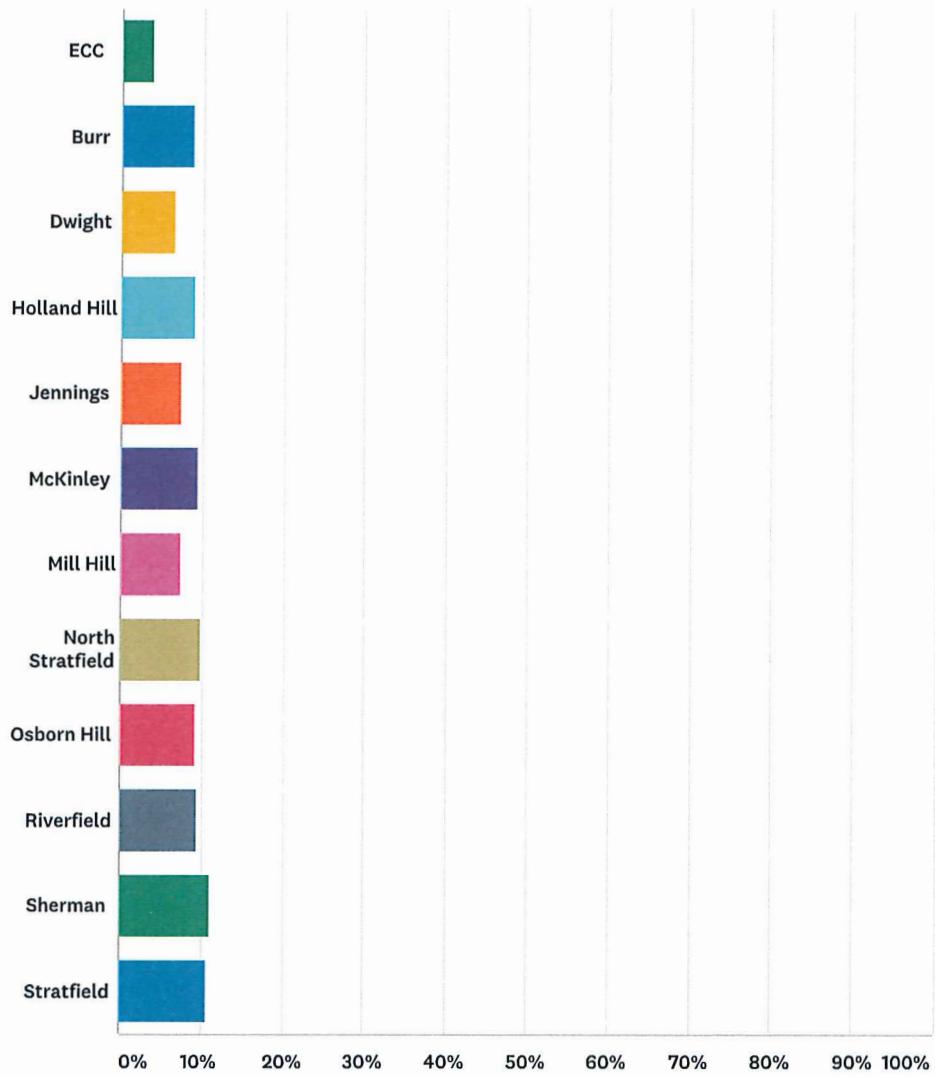


Questions?

Required Survey for the FPS Racial Imbalance Plan

Q1 Please select the school(s) where you currently have children in PK-5.

Answered: 1,540 Skipped: 5



ANSWER CHOICES	RESPONSES
ECC	3.83%
Burr	8.77%
Dwight	6.49%
Holland Hill	9.03%
Jennings	7.27%
McKinley	9.48%
Mill Hill	7.40%
North Stratfield	9.87%

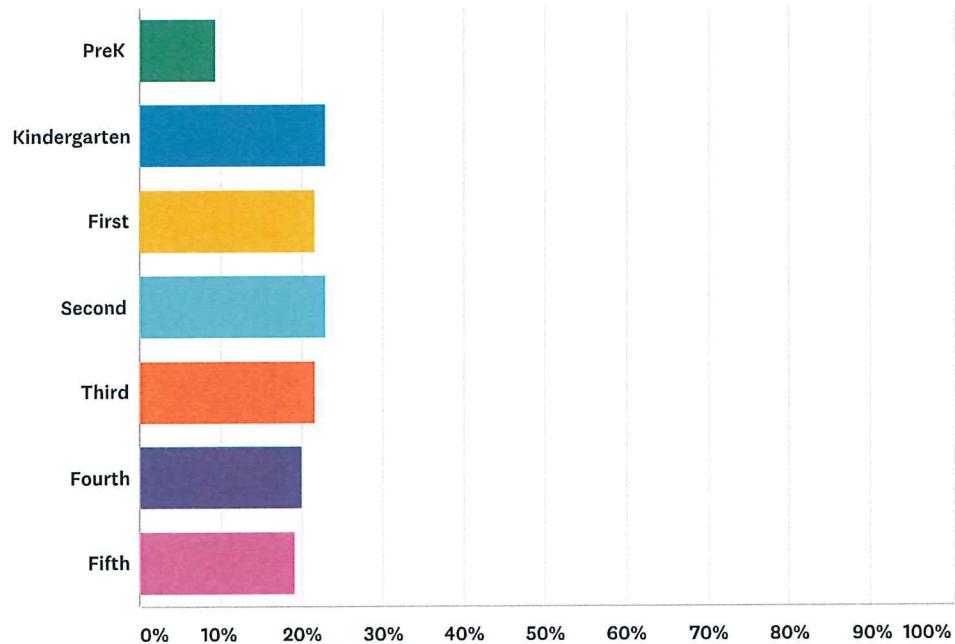
Required Survey for the FPS Racial Imbalance Plan

Osborn Hill	9.16%	141
Riverfield	9.48%	146
Sherman	11.17%	172
Stratfield	10.65%	164

Total Respondents: 1,540

Q2 What are the grade levels of your children?

Answered: 1,544 Skipped: 1

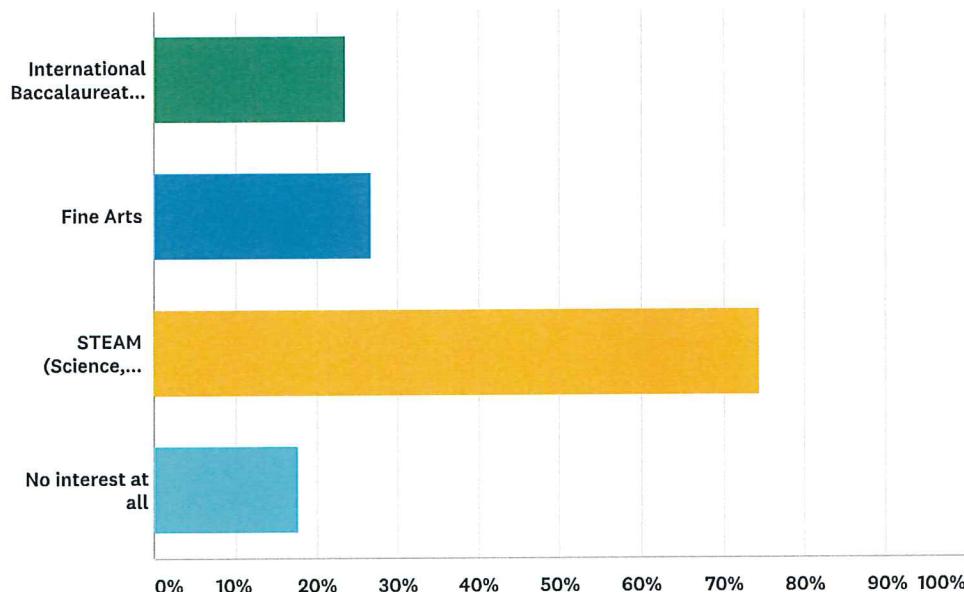


ANSWER CHOICES	RESPONSES	
PreK	9.39%	145
Kindergarten	23.06%	356
First	21.76%	336
Second	23.06%	356
Third	21.70%	335
Fourth	20.08%	310
Fifth	19.17%	296
Total Respondents: 1,544		

Required Survey for the FPS Racial Imbalance Plan

Q3 Fairfield must seek input on intra-district (within Fairfield only) magnet school options. If FPS were to offer such a program which of the following options would encourage your child's participation?

Answered: 1,517 Skipped: 28



ANSWER CHOICES	RESPONSES
International Baccalaureate (IB)	23.67% 359
Fine Arts	26.83% 407
STEAM (Science, Technology, Engineering, Arts, Math)	74.49% 1,130
No interest at all	17.86% 271
Total Respondents: 1,517	

Timeline for Holland Hill Project

Dec. 2015	<p>Fairfield Public Schools</p> <ul style="list-style-type: none"> • Develops Project Team Initial Funding request analysis (including temporary classrooms costs) for services through Design Development
Dec. 2015 – Jan. 2016	<p>Board of Education:</p> <ul style="list-style-type: none"> • Approve Educational Specifications
Jan 2016	<p>Fairfield Public Schools:</p> <ul style="list-style-type: none"> • Hires Architect for Temporary (Portable) Classroom Design <p>Board of Education:</p> <ul style="list-style-type: none"> • Approve Project Team Initial Funding request analysis (including temporary classrooms costs) for services through Design Development <p>Board of Selectman :</p> <ul style="list-style-type: none"> • Establishes a Building Committee • Approve Building Committee Charge • Approve initial Building Committee Members ('Day Staff') • Approve the '3 Resolutions' • Approve Project Team Initial Funding request
Jan. 2016 – Feb. 2016	<p>Architect develops:</p> <ul style="list-style-type: none"> • Temporary (Portable) Classrooms Bid Documents
Feb. 2016	<p>Board of Finance:</p> <ul style="list-style-type: none"> • Approve Project Team Initial Funding request <p>RTM:</p> <ul style="list-style-type: none"> • Approve initial Building Committee Members ('Day Staff') • Approve the '3 Resolutions' • Approve Project Team Initial Funding request <p>Fairfield Public Schools:</p> <ul style="list-style-type: none"> • Files the SCG-049 for the temporary (portable) classrooms with the state • Files the SCG-049 for full project with the state
Mar. 2016	<p>SCG issues approval to bid temporary (portable) classrooms.</p> <p>'Day Staff' as initial Building Committee</p>

Mar. 2016 –Apr. 2016	Purchasing Department: <ul style="list-style-type: none"> • Requests bids for temporary (portable) classrooms.
Apr. 2016	Building Committee: <ul style="list-style-type: none"> • Approve award of temporary (portable) classrooms bid • Hires Project Architect
	Purchasing Department: <ul style="list-style-type: none"> • Awards bid for temporary (portable) classrooms
Apr 2016 – June 2016	Architect develops the: <ul style="list-style-type: none"> • Conceptual Designs
May 2016 - June 2016	Building Committee selects and hires: <ul style="list-style-type: none"> • Construction Manager • Owner's Rep. • Commissioning Agent
June 2016 – Aug. 2016	Vendor: <ul style="list-style-type: none"> • Constructs temporary (portable) classrooms
June 2016 –July 2016	Construction Manager: <ul style="list-style-type: none"> • Estimates Conceptual Designs
July 2016	Building Committee: <ul style="list-style-type: none"> • Select Conceptual Design for the project
July 2016 – Sept. 2016	Architect proceeds with: <ul style="list-style-type: none"> • Schematic Design Development Documents
Sept. 2016 – Oct. 2016	Construction Manager: <ul style="list-style-type: none"> • Estimates Schematic Design • Value Engineering process with design/construction/owner team (if necessary)
Oct. 2016	Building Committee: <ul style="list-style-type: none"> • Approve Schematic Development Documents
Oct. 2016 – Feb. 2017	Architect proceeds with: <ul style="list-style-type: none"> • Hazardous Materials Survey • Design Development Documents
	Board of Selectman and RTM <ul style="list-style-type: none"> • Add permanent members to the building committee.

Feb. 2017- Mar. 2017	Construction Manager: <ul style="list-style-type: none"> • Estimates Design Development Documents • Value Engineering process with design/construction/owner team (if necessary)
Mar. 2017	Building Committee: <ul style="list-style-type: none"> • Approve Design Development Documents • Seek Full Project Funding
	Architect, Construction Manager & Owners Rep <ul style="list-style-type: none"> • Meets with SCG for Design Development Review
Apr. 2017 – May. 2017	Board of Selectman, Board of Finance & RTM <ul style="list-style-type: none"> • Approve Full Project Funding Request
May 2017 – July 2017	Architect proceeds with: <ul style="list-style-type: none"> • Construction Documents (CD)
July 2017 –Aug. 2017	Building Committee, Architect, Construction Manager & Owners Rep seeks approval from land use boards which may include all of the following: <ul style="list-style-type: none"> • Wetlands • Conservation • Zoning Board of Appeals • Planning and Zoning Commission
Aug. 2017 –Sep. 2017	Construction Manager: <ul style="list-style-type: none"> • Estimates Construction Documents (CD) • Value Engineering process with design/construction/owner team (if necessary)
Oct. 2017 – Nov.2017	Building Committee Approve: <ul style="list-style-type: none"> • Submit plans and specifications for third party review
Dec. 2017	Building Committee Approve: <ul style="list-style-type: none"> • Construction Documents – plans, specifications and budget Board of Education Approve: <ul style="list-style-type: none"> • Construction Documents – plans, specifications and budget
Jan. 2018	SCG issues approval to bid.

Jan. 2018 – March 2018 **Construction Manager** and **Purchasing Department** advertise for bids on the project. Once bids are received and analyzed a list of the qualified low bidders is sent to the **Building Committee** for approval.

Building Committee Approve the selection of qualified low bidders.

Mar. 2018 – Aug. 2019 **Construction Manager** schedules and constructs project.

Timeline for Mill Hill Project

Dec. 2017	Fairfield Public Schools
	<ul style="list-style-type: none"> • Develops Project Team Initial Funding request analysis for services through Design Development
Jan. 2018	Board of Education
	<ul style="list-style-type: none"> • Approves Project Team Initial Funding request analysis for services through Design Development
Feb. 2018	Board of Education
	<ul style="list-style-type: none"> • Approves Educational Specifications
	Board of Selectmen
	<ul style="list-style-type: none"> • Establishes a Building Committee • Approves the '3 Resolutions' • Approves Project Team Initial Funding request
Mar. 2018	Board of Selectmen
	<ul style="list-style-type: none"> • Approves initial Building Committee Members
Apr. 2018	Board of Finance
	<ul style="list-style-type: none"> • Approves Project Team Initial Funding request
May 2018	RTM
	<ul style="list-style-type: none"> • Approves initial Building Committee Members • Approves the '3 Resolutions' • Approves Project Team Initial Funding request
June 2018	Board of Selectmen
	<ul style="list-style-type: none"> • Approves Building Committee Charge
July 2018 – Aug. 2018	Building Committee
	<ul style="list-style-type: none"> • Hires Project Architect • Construction Manager
Aug 2018 – Sep. 2018	Architect develops the
	<ul style="list-style-type: none"> • Conceptual Designs
	Construction Manager
	<ul style="list-style-type: none"> • Estimates Conceptual Design

Timeline for Mill Hill Project

Sep. 2018 – Oct. 2018	Building Committee selects <ul style="list-style-type: none">• Owner's Rep.• Commissioning Agent
Sep. 2018	Building Committee <ul style="list-style-type: none">• Selects Conceptual Design for the project
	Architect, Construction Manager & Owners Rep <ul style="list-style-type: none">• Meets with OSCG&R for Conceptual Design Review
Sep. 2018 – Nov. 2018	Architect proceeds with <ul style="list-style-type: none">• Schematic Design Documents
Nov. 2018 – Dec. 2018	Construction Manager <ul style="list-style-type: none">• Estimates Schematic Design• Value Engineering process with design/construction/owner team (if necessary)
Dec. 2018	Building Committee <ul style="list-style-type: none">• Approves Schematic Documents
	Architect, Construction Manager & Owners Rep <ul style="list-style-type: none">• Meets with OSCG&R for Schematic Design Review
Dec. 2018 – Mar. 2019	Architect proceeds with <ul style="list-style-type: none">• Hazardous Materials Survey• Design Development Documents
Mar. 2019- Apr. 2019	Construction Manager <ul style="list-style-type: none">• Estimates Design Development Documents• Value Engineering process with design/construction/owner team (if necessary)
Apr. 2019	Building Committee <ul style="list-style-type: none">• Approves Design Development Documents• Seek Full Project Funding
	Architect, Construction Manager & Owners Rep <ul style="list-style-type: none">• Meets with OSCG&R for Design Development Review (DDR)

Timeline for Mill Hill Project

May 2019 – June 2019	Board of Selectmen, Board of Finance & RTM <ul style="list-style-type: none">• Approves Full Project Funding Request
	Fairfield Public Schools <ul style="list-style-type: none">• Files the SCG-049 for full project with the state
May 2019 – July 2019	Architect proceeds with <ul style="list-style-type: none">• Construction Documents (CD)
July 2019 – Aug. 2019	Building Committee, Architect, Construction Manager & Owners Rep seeks approval from land use boards which may include all of the following: <ul style="list-style-type: none">• Wetlands• Conservation• Zoning Board of Appeals• Planning and Zoning Commission
Aug. 2019	Construction Manager <ul style="list-style-type: none">• Estimates Construction Documents (CD)• Value Engineering process with design/construction/owner team (if necessary)
Aug. 2019 – Sep. 2019	Building Committee <ul style="list-style-type: none">• Approves Construction Documents – plans, specifications and budget• Submit plans and specifications for third party review
	Board of Education Approves <ul style="list-style-type: none">• Construction Documents - plans and specifications
Oct. 2019	Architect, Construction Manager & Owners Rep <ul style="list-style-type: none">• Meets with OSCG&R for Pre-Bid Conformance Review (PCR)
Nov. 2019	OSCG&R issues approval to bid
Dec. 2019	Construction Manager and Purchasing Department advertise for bids on the project. Once bids are received and analyzed a list of the qualified low bidders is sent to the Building Committee for approval.
	Building Committee Approves the selection of qualified low bidders.
Jan. 2020 – Aug. 2021	Construction Manager schedules and constructs project.

Timeline for Roger Sherman Project

Dec. 2017	Fairfield Public Schools <ul style="list-style-type: none"> • Develops Project Team Initial Funding request analysis for services through Design Development
Jan. 2018	Board of Education <ul style="list-style-type: none"> • Approves Project Team Initial Funding request analysis for services through Design Development
Feb. 2018	Board of Education <ul style="list-style-type: none"> • Approves Educational Specifications Board of Selectman <ul style="list-style-type: none"> • Establishes a Building Committee • Approves Building Committee Charge • Approves the '3 Resolutions' • Approves Project Funding request
Apr. 2018	Board of Selectman <ul style="list-style-type: none"> • Approves Building Committee Members
May. 2018	Board of Finance <ul style="list-style-type: none"> • Approves Project Funding request RTM <ul style="list-style-type: none"> • Approves Building Committee Members • Approves the '3 Resolutions' • Approves Project Funding request
June 2018 – Aug 2018	Building Committee <ul style="list-style-type: none"> • Hires Project Architect • Owner's Rep./Clerk of the Works
Sep. 2018	Architect develops the <ul style="list-style-type: none"> • Conceptual Designs • Estimates Conceptual Designs
Sep. 2018 – Oct. 2018	Building Committee <ul style="list-style-type: none"> • Selects Commissioning Agent • Selects Conceptual Design for the project

Timeline for Roger Sherman Project

Oct. 2018	Architect & Owners Rep <ul style="list-style-type: none">• Meets with OSCG&R for Conceptual Design Review
Oct. 2018 – Nov. 2018	Architect proceeds with <ul style="list-style-type: none">• Schematic Design Development Documents• Hazardous Materials Survey• Estimates Schematic Design• Value Engineering process with design/construction/owner team (if necessary)
Nov. 2018	Building Committee <ul style="list-style-type: none">• Approves Schematic Development Documents Architect & Owners Rep <ul style="list-style-type: none">• Meets with OSCG&R for Schematic Design Review
Nov. 2018 – Dec. 2018	Architect proceeds with <ul style="list-style-type: none">• Design Development Documents• Estimates Design Development Documents• Value Engineering process with design/construction/owner team (if necessary)
Dec. 2018	Building Committee <ul style="list-style-type: none">• Approves Design Development Documents Architect, Construction Manager & Owners Rep <ul style="list-style-type: none">• Meets with OSCG&R for Design Development Review (DDR)

Timeline for Roger Sherman Project

Jan. 2019	Fairfield Public Schools <ul style="list-style-type: none">• Files the SCG-049 for full project with the state
Jan. 2019 – Feb. 2019	Architect proceeds with <ul style="list-style-type: none">• Construction Documents (CD)• Estimates Construction Documents (CD)• Value Engineering process with design/construction/owner team (if necessary) Building Committee, Architect & Owners Rep seeks approval from land use boards which may include all of the following: <ul style="list-style-type: none">• Wetlands• Conservation• Zoning Board of Appeals• Planning and Zoning Commission
Mar. 2019	Building Committee <ul style="list-style-type: none">• Approves Construction Documents – plans, specifications and budget• Submit plans and specifications for third party review Board of Education Approves <ul style="list-style-type: none">• Construction Documents - plans and specifications
	Architect & Owners Rep <ul style="list-style-type: none">• Meets with OSCG&R for Pre-Bid Conformance Review (PCR)
Apr. 2019	OSCG&R issues approval to bid Architect and Purchasing Department advertise for bids on the project. Once bids are received and analyzed a list of the qualified low bidders is sent to the Building Committee for approval.
May 2019	Building Committee Approves the selection of qualified low bidders.
June 2019 – Aug. 2020	General Contractor schedules and constructs project.