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Board of Education
Darien, Connecticut

**TUESDAY, OCTOBER 18, 2016
SPECIAL MEETING OF THE BOARD OF EDUCATION**

**PLACE:
DARIEN PUBLIC SCHOOLS'
ADMINISTRATIVE OFFICES
2nd FLOOR CONFERENCE ROOM
6:30 P.M.**

1. Call to order
2. Executive session for the purpose of discussing attorney/client communication
3. Adjourn to public session

**REGULAR MEETING OF THE BOARD OF EDUCATION
TUESDAY, OCTOBER 18, 2016**

**PLACE:
DARIEN PUBLIC SCHOOLS'
ADMINISTRATIVE OFFICES
MEETING ROOM
7:30 P.M.**

TENTATIVE AGENDA

- | | | |
|---------------------------------|-----------------------|-----------|
| 1. Call to Order..... | Mr. Michael A. Harman | 7:30 p.m. |
| 2. Chairperson's Report..... | Mr. Harman | |
| 3. Public Comment..... | Mr. Harman | |
| 4. Superintendent's Report..... | Dr. Dan Brenner | 7:45 p.m. |
| 5. Approval of Minutes..... | Board of Education | |
| 6. Board Committee Reports..... | Mr. Harman | |

**REGULAR MEETING OF THE BOARD OF EDUCATION
TUESDAY, OCTOBER 18, 2016**

7. Presentations/Discussions:

- a. Curriculum Update – SRBI... Dr. Susie Da Silva
- b. Update on Chromebook 1:1.. Mr. Marc Marin Initiative
- c. Discussion and Possible.....Mr. Richard Sadlon
Acceptance of Contemplated
Gifts from Darien Music
for Youth
- d. Further Discussion on.....Ms. Marjorie Cion/
Proposed Class Size Dr. Brenner
Guidelines
- e. Presentation of Student.....Mrs. Ellen Dunn/
Distribution (Class Size) Ms. Shelley Somers
Reports for the High School
and Middlesex Middle
School
- f. Further Discussion and..... Dr. Da Silva/
Possible Action on Mrs. Dunn/
Proposed High School and Ms. Somers
Middle School Field Trips
- g. Report on Reimagining..... Dr. Da Silva/
High Schools Mrs. Dunn
- h. Presentation of October.....Mr. Michael Feeney
1st District Enrollment
Report and Projections
- i. Further Review and Dr. Brenner
Possible Action on Proposed
2017-2018 Budget Calendar
- j. Discussion of 2017-2018..... Dr. DaSilva
Consolidated Grant

**REGULAR MEETING OF THE BOARD OF EDUCATION
TUESDAY, OCTOBER 18, 2016**

8. Action Items

- a. Personnel Items..... Ms. Marjorie Cion 9:30 p.m.
 - i. Teacher/Administrator
 Appointments
 - ii. Resignations

9. Public Comment..... Mr. Harman

10. Adjournment..... Mr. Harman

DB:nv

APPROVED
REGULAR MEETING OF THE BOARD OF EDUCATION
Tuesday, September 20, 2016

PLACE:
DARIEN PUBLIC SCHOOLS
ADMINISTRATIVE OFFICES
BOARD OF EDUCATION CONFERENCE ROOM
7:30 P.M.

BOARD MEMBERS PRESENT:

	<i>Burke</i>	<i>Dineen</i>	<i>Hagerty-Ross</i>	<i>Harman</i>	<i>Martens</i>	<i>McNamara</i>	<i>Stein</i>	<i>Sullivan</i>	<i>Zuro</i>
Present	✓	✓	✓	✓	✓	✓	✓		✓
Absent								✓	

ADMINISTRATION PRESENT:

Dr. Brenner, Dr. DaSilva, Ms. Klein, Ms. Cion, and Mr. Feeney.

AUDIENCE: *Approximately 25*

- | | |
|---|--|
| 1. Call to Order | Mr. Harman, Chair, at 7:32 p.m. (0:00) |
| 2. Chairperson's Report | Mr. Harman at 7:32 (0:00) |
| 3. Public Comment - None | Mr. Harman at 7:32 (0:00) |
| 4. Superintendent's Report
Student Presentation - Chromebook Demonstration by Fifth Graders from Tokeneke School | Dr. Brenner at 7:32 (0:00) |
| 5. Approval of Minutes (Attachment) | Board of Education at 7:52 (0:20) |

MOTION TO APPROVE THE MINUTES OF THE SPECIAL MEETING AND EXECUTIVE SESSION HELD ON SEPTEMBER 6, 2016:

1st Ms. Hagerty-Ross

2nd Ms. Zuro

	<i>Burke</i>	<i>Dineen</i>	<i>Hagerty-Ross</i>	<i>Harman</i>	<i>Martens</i>	<i>McNamara</i>	<i>Stein</i>	<i>Sullivan</i>	<i>Zuro</i>
Yes			✓	✓		✓			✓
No									
Abstain	✓	✓			✓		✓		

Result - Motion passed Unanimously (4-0-4)

MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING HELD ON SEPTEMBER 6, 2016:

1st Ms. Hagerty-Ross

2nd Mr. Dineen

	<i>Burke</i>	<i>Dineen</i>	<i>Hagerty-Ross</i>	<i>Harman</i>	<i>Martens</i>	<i>McNamara</i>	<i>Stein</i>	<i>Sullivan</i>	<i>Zuro</i>
Yes		✓	✓	✓		✓			✓
No									
Abstain	✓				✓		✓		

Result - Motion passed Unanimously (5-0-3)

6. Board Committee Reports

Mr. Harman at 7:54 (0:22)

PRESENTATIONS AND DISCUSSIONS

7. Presentations

a. Update/Report on SBAC, CAPT, and CMT Results (Attachment)

Mr. Marin at 7:54 (0:22)

b. Update on District Enrollment (Attachment)

Dr. DaSilva at 8:10 (0:38)

c. Review of Board of Education Policy 6510 on Class Size (Attachment)

Ms. Cion and Dr. Brenner at 8:12 (0:40)

d. Further Discussion and Possible Action on Board Master Agenda for August 2016 - January 2017 (Attachment)

Dr. Brenner at 8:25 (0:53)

MOTION TO APPROVE THE BOARD MASTER AGENDA FOR AUGUST 2016 - JANUARY 2017

1st Ms. Stein

2nd Mr. Dineen

	<i>Burke</i>	<i>Dineen</i>	<i>Hagerty-Ross</i>	<i>Harman</i>	<i>Martens</i>	<i>McNamara</i>	<i>Stein</i>	<i>Sullivan</i>	<i>Zuro</i>
Yes	✓	✓	✓	✓	✓	✓	✓		✓
No									
Abstain									

Result - Motion passed Unanimously (8-0-0)

ACTION ITEMS

8. Action Items

a. Personnel Items

Ms. Cion at 8:27 (0:55)

i. Teacher Appointments

ii. Resignations (Attachment)

MOTION TO ADOPT THE PERSONNEL ITEMS AS OUTLINED IN THE MEMO DATED SEPTEMBER 20, 2016:

1st Mr. Dineen

2nd Ms. Zuro

	<i>Burke</i>	<i>Dineen</i>	<i>Hagerty-Ross</i>	<i>Harman</i>	<i>Martens</i>	<i>McNamara</i>	<i>Stein</i>	<i>Sullivan</i>	<i>Zuro</i>
Yes	✓	✓	✓	✓	✓	✓	✓		✓
No									
Abstain									

Result - Motion passed Unanimously (8-0-0)

b. Appointment of Impartial Hearing Officer for the 2016 - 2017 School Year, as Needed

Ms. Cion at 8:27 (0:55)

MOTION TO APPROVE THE APPOINTMENT OF AN IMPARTIAL HEARING OFFICER FOR THE 2016 - 2017 SCHOOL YEAR, AS NEEDED:

1st Mr. Burke

2nd Ms. McNamara

	<i>Burke</i>	<i>Dineen</i>	<i>Hagerty-Ross</i>	<i>Harman</i>	<i>Martens</i>	<i>McNamara</i>	<i>Stein</i>	<i>Sullivan</i>	<i>Zuro</i>
Yes	✓	✓	✓	✓	✓	✓	✓		✓
No									
Abstain									

Result - Motion passed Unanimously (8-0-0)

9. Public Comment - None

Mr. Harman at 8:29 (0:57)

10. Adjournment

Mr. Harman at 8:29 (0:57)

MOTION TO ADJOURN:

1st Mr. Martens

2nd Ms. Hagerty-Ross

	<i>Burke</i>	<i>Dineen</i>	<i>Hagerty-Ross</i>	<i>Harman</i>	<i>Martens</i>	<i>McNamara</i>	<i>Stein</i>	<i>Sullivan</i>	<i>Zuro</i>
Yes	✓	✓	✓	✓	✓	✓	✓		✓
No									
Abstain									

Result - Motion passed Unanimously (8-0-0)

Meeting adjourned at 8:30 p.m. (0:58).

Respectfully submitted,

Sarah Schneider Zuro
Secretary

DARIEN PUBLIC SCHOOLS

Contemplated Gift Form

Gift intended for:
(Check appropriate responses)

Hindley
 Holmes
 Ox Ridge

Royle

Tokeneke

Middlesex Middle School

Darien High School

District

Person(s) or Group Offering Gift(s)

Irene Trautmann
Darien Music for Youth
4 Laurel Lane
Darien, CT 06820
Contact person-This may be a
gift giver or a building administrator

Name: Richard Sadlon

Address: Director of Music

Tele.: 203-655-3981 ext: 2329

Fax. _____

e-mail RSadlon@darienps.org

Description of proposed gift(s), including the form in which it (they) will be given (e.g. money, materials, services, etc.) and for what purpose(s). The description has to be sufficiently specific to allow administration to determine whether items 2, 3, or 4 of the guidelines specified in "Administration Regulation JG-Public Gifts to the Schools" apply.

The Darien Music for Youth organization has generously offered to donate funds in the amount of \$3,000.00 to support and sponsor a performance of the U.S. Coast Guard Band at Darien High School at 7:00 p.m. on Monday, February 13, 2017. This concert performance will be promoted throughout the schools and the community and admission will be free and open to the public. Admission is free of charge, but a ticket will be required for admission. There is a probability of after school workshops on various instruments open to all of the instrumental music students in the district. We thank the Music for Youth organization for this gift to our school music programs and to the community of Darien.

Please answer the following questions.

Is the value of the gift(s) \$ 500.00 or more? Yes No

Note: If the proposed gift involves donated materials or services please place an estimated dollar value on them.

If your answer to the previous question is Yes please check one of the following categories of value for the proposed gift(s):

- | | |
|---|--|
| <input type="checkbox"/> 500-1,000 | <input type="checkbox"/> 5,000-10,000 |
| <input type="checkbox"/> 1,000-2,000 | <input type="checkbox"/> 10,000-15,000 |
| <input type="checkbox"/> 2,000-3,000 | <input type="checkbox"/> 15,000-20,000 |
| <input checked="" type="checkbox"/> 3,000-4,000 | <input type="checkbox"/> 20,000+ |
| <input type="checkbox"/> 4,000-5,000 | |

Do not write below this line

Status: Date received by Superintendent _____

Notes on actions by Superintendent of Schools-

Actions, if any, by the Board of Education-

Final disposition of the gift offer-

DARIEN PUBLIC SCHOOLS

Contemplated Gift Form

Gift intended for:
(Check appropriate responses)

Hindley
 Holmes
 Ox Ridge

Royle

Tokeneke

Middlesex Middle School

Darien High School

District

Person(s) or Group Offering Gift(s)

Irene Trautmann
Darien Music for Youth
4 Laurel Lane
Darien, CT 06820

Contact person-This may be a
gift giver or a building administrator

Name: Richard Sadlon

Address: Director of Music

Tele.: 203-655-3981 ext: 2329

Fax. _____

e-mail RSadlon@darienps.org

Description of proposed gift(s), including the form in which it (they) will be given (e.g. money, materials, services, etc.) and for what purpose(s). The description has to be sufficiently specific to allow administration to determine whether items 2, 3, or 4 of the guidelines specified in "Administration Regulation JG-Public Gifts to the Schools" apply.

The Darien Music for Youth organization has generously offered to donate funds in the amount of \$4,000.00 to support a cultural enrichment assembly program for all of the students at all five elementary schools. A small ensemble of musicians and actors associated with the New Paradigm Theater Group will present an age appropriate program about the life and music of Mozart in order to support the Music Department's annual curricular focus theme, "Mozart & Friends." The in-school assemblies will be scheduled at the elementary schools pending the approval of this proposal.

Please answer the following questions.

Is the value of the gift(s) \$ 500.00 or more? Yes No

Note: If the proposed gift involves donated materials or Services, please place an estimated dollar value on them.

If your answer to the previous question is Yes, please check one of the following categories of value for the proposed gift(s):

_____ 500-1,000

_____ 5,000-10,000

_____ 1,000-2,000

_____ 10,000-15,000

_____ 2,000-3,000

_____ 15,000-20,000

_____ 3,000-4,000

_____ 20,000+

 X 4,000-5,000

Do not write below this line

Status: Date received by Superintendent _____

Notes on actions by Superintendent of Schools-

Actions, if any, by the Board of Education-

Final disposition of the gift offer-

Proposed Class Size Guidelines

<u>Grade Levels</u>	<u>Current</u>	<u>Proposed</u>
K-1		
Low End	19	18
Optimal	20-22	19-21
High End	23	22
2-3		
Low End	20	19
Optimal	21-24	20-22
High End	25	23
4-5		
Low End	21	20
Optimal	22-25	21-23
High End	26	24
6-12		
Low End		Below 18
Optimal		18-22
High End		23-25

Darien High School

Table #1 - Class Size Guidelines

As a reminder of the historical decisions the Board of Education has made concerning class size in a variety of areas. The following chart provides the guidelines by which the high school implements course enrollment decisions.

Recommended Class Size Ranges:

<u>Academic Area</u>	<u>Range</u>
300 and 400 level classes in:	
English	18-22
Foreign Languages	18-22
Mathematics	18-22
Science	18-22
Social Studies	18-22
<u>Exceptions:</u>	
World Literature Seminar	12-15
AP Courses	10-20
200 level classes in:	
English	12-15
Mathematics	12-15
Social Studies	12-15
Science	10-12
Other classes in:	
Physical Education	18-22
Business and Computers	15-22
Foreign Languages "parts" classes	12-15
Art, Music, & Tech Ed	12-20
<u>Exceptions:</u>	
Woodworking	10-15
Music Ensembles	Room Capacity

Proposed Field Trips - High School			
<u>Event</u>	<u>Date</u>	<u>Location</u>	
Yale University Model Congress	December 1-4, 2016	Yale, New Haven	
Harvard Model United Nations	January 26-29, 2017	Boston, MA	
No. Amer. Invitational Model UN Conference	February 16-19, 2017	Washington, DC	
Harvard Model Congress Conference	February 22-26, 2017	Boston, MA	
Ski Trip to Stowe, VT	March 10-12, 2017	Stowe, VT	
Eagle Model UN Conference	March 17-19, 2017	Boston, MA	
Shell Eco-Marathon	April 26-30, 2017	Detroit, MI	
DECA International Career Development Conference	April 26-29, 2017	Anaheim, CA	
National Quiz Bowl Championships	May 26-28, 2017	Atlanta, GA	

**DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP
REQUEST FORM**
Trips Beyond 500 Miles, or Outside the
U.S.

F2

(Board of Education Policy 6710)

Note: This is a Type-On form. Click in information cells and type or print and fill in with pen.

Planning Requirements: Written application must be submitted first to the school Principal, then to the Assistant Superintendent, according to administrative procedures. This form **MUST** be submitted to Central Office for approval before final plans or commitments are begun. All such trips must be approved by the Board of Education. Formal announcement of special trips can be made only after Board approval has been obtained.

Special Trips (beyond 500 mile radius, overnight, or outside Continental U.S.) – The request must be submitted at least 60 days in advance of the departure date and no later than October 15th. It must contain detailed written information about arrangements, which at a minimum, must specify the following:

a. Names of the Darien Public School staff initiating the proposal and responsible for the trip
Bruce Clarke, DHS History Dept. and Model Congress Advisor

b. Exact dates, times, destination(s) of the trip, and what instructional time will be impacted, as well as potential conflicts with major school events or standardized testing.

Yale U. Model
Congress in New

Date: Dec 1-Dec 4 Time: Depart Dec 1, 3pm Destination: Haven
Affected school time: Friday Dec 2 E-day coverage needed (Periods 1, 2, 6 and 7)

c. A description of the rationale for the trip, with special emphasis on the educational value of the experience.

Each year dozen of schools from around the northeast send delegations from their Model Congress Clubs to Yale for the oldest Model Congress event for high school youth in the country. The event teaches students about working together to achieve useful laws through dialogue and negotiation. Fundamentally, this is a hands-on activity spread over 3 days that gives an unparalleled opportunity to explore how democracy works in our country.

This is our FIFTH Year attending this conference.

d. An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate.

Model Congress meetings every Wed 2:30-3:30 help prepare students learn how to pass bills and speak publically for what they hope to achieve through passing student written "bills".

e. The exact modes and times of travel, as well as the exact housing arrangements.

Students will be expected to get a ride with a parent or guardian to the Yale Model Congress headquarters at the Omni Hotel, where we will have reserved rooms for three nights. Students can share rooms, up to 4 to a room. They will return by pick up by parent on Sunday after 1:30pm when the Yale event adjourns

f. Detailed daily time schedules of the agenda of activities.

**DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP
REQUEST FORM**
Trips Beyond 500 Miles, or Outside the
U.S.

F2

(Board of Education Policy 6710)

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Thursday, December 1

3:00 PM-6:00 PM Registration, Omni York Room, Omni Hotel, New Haven, CT
7:00 PM-9:00 PM Opening Ceremonies, Omni Grand Ballroom
9:00 PM-11:30 PM Committee Session #1
10:00 PM-10:30PM Faculty Meeting
12:30 AM Curfew

Friday, December 2

9:00 AM Yale Information Session, Admissions Office
11:00 AM Yale Day Speaker
2:00 PM-5:00 PM Committee Session #2
5:00 PM-7:00 PM Dinner Break
7:00 PM-9:15 PM Full Session #1
9:30 PM-11:30 PM Delegate Dance
11:00 PM-11:30 PM Faculty Meeting
12:30 AM Curfew

Saturday, December 3

12:13 PM-12:30 PM Lunch Break
12:30 PM-2:30 PM Committee Session #3
3:00 PM-5:00 PM Full Session #2
5:00 PM-8:30 PM Dinner Break
9:00 PM-10:00 PM Faculty Meeting
9:00 PM-11:30 PM Committee Session #4
12:30 AM Curfew

Sunday, December 4

9:30 AM-12:00 PM Full Session #3
12:15 PM-1:30 PM Closing Ceremonies

**DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP
REQUEST FORM**
Trips Beyond 500 Miles, or Outside the
U.S.

F2

(Board of Education Policy 6710)

Note: This is a Type-On form. Click in information cells and type or print and fill in with pen.
transportation, accommodations or unique modifications for students with disabilities.

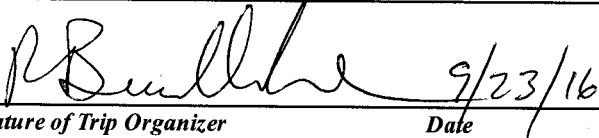
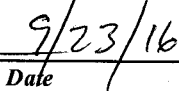
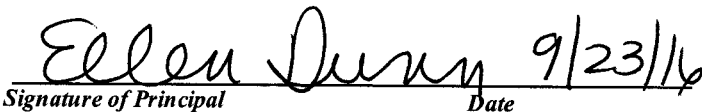
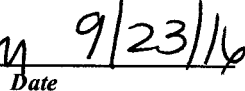
The final cost per student depends on how many students actually sign up. But based on previous years here is a breakdown of Costs:

Per student fee : \$90 registration fee+ \$50 dinners fee + \$205 per night room. With 4 females in 1 room and 5 males in 2 rooms, its about \$66/ night x 3 nights =198 + reg and food fees = \$333. However, the delegation has a \$100 fee and the advisor's room, parking and food will be paid for too by the students, adding about \$810 spread amongst the students attending. If 9 students attend, their cost would be \$425 each. I estimate a cost of \$400-450 per student depending on numbers.

h. Precise explanation of the sources of funding as it will be apportioned to the students, district funds, grants, fund raising, etc.
Students pay their own way.

i. Precise explanation of any related cost for the Darien Public Schools, including teacher substitutes, teacher release time, special education supports, follow-up tutoring, special materials, or any other items or services.
Sub needed for Dec 2 only.

	Organizers must be aware that school budget development occurs a year in advance, so requests for funding must be made during budget development in the fall preceding the school year in which the event is to occur.
	The submission of a trip request, does <u>not</u>, in-and-of-itself, constitute any explicit or implied approval.
	No trip is considered authorized until formally approved in writing in accordance with the aforementioned procedures.
	The field trip organizer <u>must</u> notify the school nurse of the field trip date, destination, and a list of the students participating in the trip.

	Approved		Not approved	
				<p align="right"><i>Signature of Superintendent/Designee</i> <i>Date</i></p>

**DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM**
Trips Beyond 500 Miles, or Outside the U.S.
(Board of Education Policy 6710)

F2

Note: This is a Type-On form. Click in information cells and type or print and fill in with pen.

Planning Requirements: Written application must be submitted first to the school Principal, then to the Assistant Superintendent, according to administrative procedures. **This form MUST be submitted to Central Office for approval before final plans or commitments are begun.** All such trips must be approved by the Board of Education. Formal announcement of special trips can be made only after Board approval has been obtained.

Special Trips (beyond 500 mile radius, overnight, or outside Continental U.S.) - The request must be submitted at least 60 days in advance of the departure date and no later than October 15th. It must contain detailed written information about arrangements, which at a minimum, must specify the following:

a. Names of the Darien Public School staff initiating the proposal and responsible for the trip
*Dennis Cabrera - DHS History Department
Model UN Advisor*

b. **Exact dates, times, destination(s) of the trip, and what instructional time will be impacted, as well as potential conflicts with major school events or standardized testing.**
Date: *1/26/17 - 1/29/17* Time: *all day + evening* Destination: *Boston, MA*
Affected school time: *1/26/17 Thursday
1/29/17 Friday*

c. A description of the rationale for the trip, with special emphasis on the educational value of the experience.
See the attachments

d. An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate.
Harvard Model UN Conference - details attached

e. The exact modes and times of travel, as well as the exact housing arrangements.
see attachment

f. Detailed daily time schedules of the agenda of activities.
see attachment

**DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM**
Trips Beyond 500 Miles, or Outside the U.S.
(Board of Education Policy 6710)

F2

Note: This is a Type-On form. Click in information cells and type or print and fill in with pen.

- g. Precise overall financial information with a break down by categories of expenses. Include any staffing transportation, accommodations or unique modifications for students with disabilities.

see attachment



- h. Precise explanation of the sources of funding as it will be apportioned to the students, district funds, grants, fund raising, etc.

see attachment

- i. Precise explanation of any related cost for the Darien Public Schools, including teacher substitutes, teacher release time, special education supports, follow-up tutoring, special materials, or any other items or services.

see attachment

<input type="checkbox"/>	Organizers must be aware that school budget development occurs a year in advance, so requests for funding must be made during budget development in the fall preceding the school year in which the event is to occur.
<input type="checkbox"/>	The submission of a trip request, does <u>not</u> , in-and-of-itself, constitute any explicit or implied approval.
<input type="checkbox"/>	No trip is considered authorized until formally approved in writing in accordance with the aforementioned procedures.
<input type="checkbox"/>	The field trip organizer <i>must</i> notify the school nurse of the field trip date, destination, and a list of the students participating in the trip.

	<i>9/23/16</i>		<i>9/23/16</i>
<i>Signature of Trip Organizer</i>	<i>Date</i>	<i>Signature of Principal</i>	<i>Date</i>

<input type="checkbox"/>	Approved	<input type="checkbox"/>	Not approved
<i>Signature of Superintendent/Designee</i>		<i>Date</i>	

Harvard Model UN

C. Model UN conferences allow students to participate in a simulation of the actual United Nations. Students take on the role of diplomats from around the world and attempt to solve some of the world's most pressing problems. Participants become better writers, researchers, debaters, public speakers and negotiators.

D. The Model UN Club meets every Thursday after school to discuss international affairs, debate, write resolutions, practice public speaking, and build consensus around solving international problems. Students who are regular participants in the club activities regularly and are in good academic standing are eligible to go on the trip.

E. Travel and housing arrangements: Students will travel via bus to Boston, MA and stay at the Sheraton Boston. The conference will take place at the Sheraton Boston.

F. Schedule of Activities: January 26, 2017 - January 29, 2017

(See attachment for details)

G. Expenses:

Student Conference fees: \$150

Transportation: \$200

Hotel: \$650

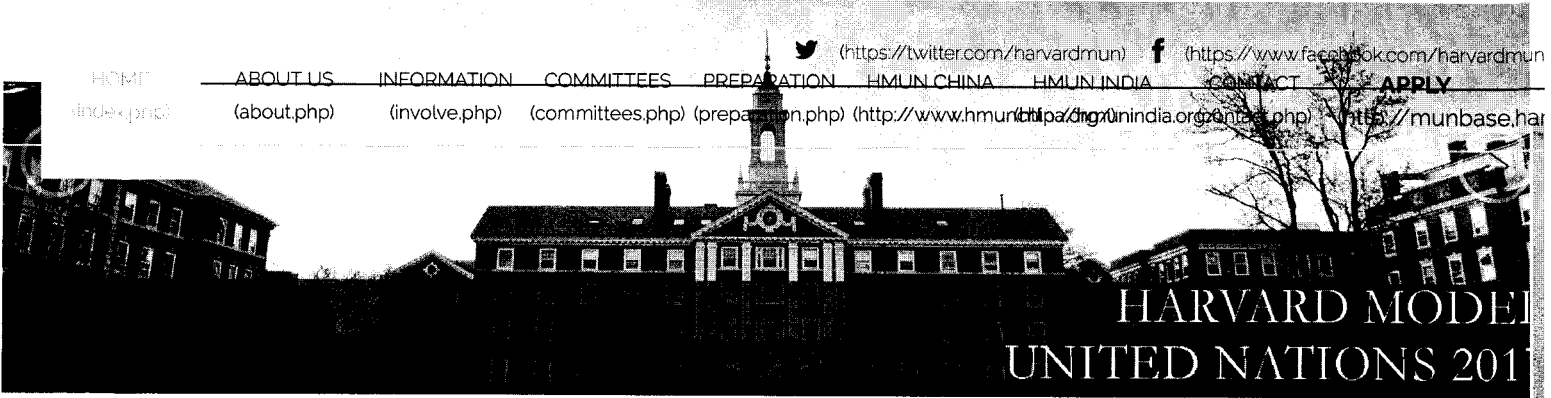
Total: \$900

H. Sources of Funding:

Students will be responsible for the cost of the trip and all expenses incurred as a result of the travel and overnight stay. The Model UN Club plans on holding bake sales and other fundraisers to help defray the cost of the trip.

I. Cost to DPS:

The cost to the district would be the cost of a substitute for Thursday, January 26 and Friday, January 27th.



WELCOME TO HMUN 2017

CONFERENCE COUNTDOWN

124 14 6 57
Days Hours Minutes Seconds

LOGIN HERE

(<http://munbase.harvardmun.org/>)

Dear Delegates and Faculty Advisors,

I am thrilled and honored to invite you to apply to the sixty-fourth session of Harvard Model United Nations, to be held from **Thursday, January 26, to Sunday, January 29, 2017** in Boston's famous Back Bay neighborhood. Come January, more than 3,200 delegates and their faculty advisors will gather to address some of the world's most pressing challenges. Together with our staff of over 200 Harvard University undergraduates, delegates will experience the challenges and thrills of international diplomacy by assuming the roles of UN representatives and other international decision-makers.

At our sixty-third session, delegations in attendance hailed from over 40 countries. From the high-level policy discussions in the Disarmament and International Security Committee to the fast-paced crisis breaks in the historical Manhattan Project meeting, delegates at our most recent session spent four days immersed in an exciting and realistic simulation of the United Nations. I could not be more excited to bring the unparalleled level of substantive excellence that HMUN is renowned for to our sixty-fourth session!

Registration for our sixty-fourth session is now open! Registration information, along with other important dates and deadlines, can be found on the Information (involve.php) tab of our website. Our regular registration deadline is on October 5, 2016 and applications are reviewed on a rolling basis. You can access our online conference management system by clicking here (<http://munbase.harvardmun.org/>).

As always, please do not hesitate to contact us with any questions or concerns. The entire staff of HMUN 2017 and I are committed to creating a dynamic and educational opportunity for high-school students from around the world, and I sincerely hope that you will consider joining us!

Sincerely,

Victor J. Kamenker
Secretary-General
Harvard Model United Nations 2017

**DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM**
Trips Beyond 500 Miles, or Outside the U.S.
(Board of Education Policy 6710)

F2

Note: This is a Type-On form. Click in information cells and type or print and fill in with pen.

Planning Requirements: Written application must be submitted first to the school Principal, then to the Assistant Superintendent, according to administrative procedures. **This form MUST be submitted to Central Office for approval before final plans or commitments are begun.** All such trips must be approved by the Board of Education. Formal announcement of special trips can be made only after Board approval has been obtained.

Special Trips (beyond 500 mile radius, overnight, or outside Continental U.S.) – The request must be submitted at least 60 days in advance of the departure date and no later than October 15th. It must contain detailed written information about arrangements, which at a minimum, must specify the following:

a. Names of the Darien Public School staff initiating the proposal and responsible for the trip

Dennis Cabrera - DHS History Department
Model UN advisor

b. **Exact dates, times, destination(s) of the trip, and what instructional time will be impacted, as well as potential conflicts with major school events or standardized testing.**

Date: 2/16/17 - 2/19/17 Time: full day + evening Destination: Washington DC
Affected school time: No school time affected

c. A description of the rationale for the trip, with special emphasis on the educational value of the experience.

See the attached sheets for the other information required

d. An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate.

North American Invitational Model UN Conference
Georgetown University, Washington DC (see attached)

e. The exact modes and times of travel, as well as the exact housing arrangements.

see attachments

f. Detailed daily time schedules of the agenda of activities.

see attachments

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g. Precise overall financial information with a break down by categories of expenses. Include any staffing transportation, accommodations or unique modifications for students with disabilities.

see attachments

h. Precise explanation of the sources of funding as it will be apportioned to the students, district funds, grants, fund raising, etc.

see attachments

i. Precise explanation of any related cost for the Darien Public Schools, including teacher substitutes, teacher release time, special education supports, follow-up tutoring, special materials, or any other items or services

- Organizers must be aware that school budget development occurs a year in advance, so requests for funding must be made during budget development in the fall preceding the school year in which the event is to occur.
- The submission of a trip request, does not, in-and-of-itself, constitute any explicit or implied approval.
- No trip is considered authorized until formally approved in writing in accordance with the aforementioned procedures.
- The field trip organizer must notify the school nurse of the field trip date, destination, and a list of the students participating in the trip.**

[Signature] 9/23/16 *Ellen Deum* 9/23/16
 Signature of Trip Organizer Date Signature of Principal Date

Approved Not approved
 Signature of Superintendent/Designee Date

C. Model UN conferences allow students to participate in a simulation of the actual United Nations. Students take on the role of diplomats from around the world and attempt to solve some of the world's most pressing problems. Participants become better writers, researchers, debaters, public speakers and negotiators.

D. The Model UN Club meets every Thursday after school to discuss international affairs, debate, write resolutions, practice public speaking, and build consensus around solving international problems. Students who are regular participate in the club activities regularly and are in good academic standing are eligible to go on the trip.

E. Travel and housing arrangements: Students will travel via bus to Washington DC and stay at the Washington DC Hilton. The conference will take place at the Hilton.

F. Schedule of Activities:

Thursday, February 16

Time	Event	Location
9:00 a.m. – 5:00 p.m.	Conference Registration	International Terrace
5:00 p.m. – 8:30 p.m.	Late Registration	International Terrace
3:00 p.m. – 3:45 p.m.	Presentation: Basics of Parliamentary Procedure	Monroe
4:45 p.m. – 5:30 p.m.	Presentation: Basics of Parliamentary Procedure	Monroe
5:45 p.m. – 6:30 p.m.	Presentation: Basics of Crisis Committees	Monroe
7:15 p.m.	Doors Open for Opening Ceremonies	International Ballroom
7:30 p.m. – 8:45 p.m.	Opening Ceremonies	International Ballroom
9:15 p.m. – 11:30 p.m.	Committee Session I	Various Committee Rooms
10:00 p.m. – 11:00 p.m.	Moderator Meeting (Required)	International Terrace
12:00 a.m.	Curfew	

Friday, February 17

Time	Event	Location
8:00 a.m. – 12:30 p.m.	Various Programming Activities	D.C. Metro Area
10:00 a.m. – 12:00 p.m.	Opportunities Fair	International Terrace

Our Mission

The **North American Invitational Model United Nations (NAIMUN)** conference is one of the oldest UN simulations for high school students in the world. Since 1963, the conference has been a forum where young students come from around the world. **Three thousand high schools students** convene for four days to explore various problems of the world and seek solutions through discussion, negotiation, and debate. Students simulate roles as delegates to the United Nations from a particular nation and serve as representatives of that country's policies. Students at NAIMUN are pushed to heighten their understanding of the international system through **39 mini-simulations**, ranging from standard committees like the UN General Assembly and the Security Council to crisis simulations of various regional organizations, national cabinets, corporate boards, and political organizations.

The conference is organized by the **Georgetown International Relations Association, Inc. (GIRA)**, a non-profit organization that seeks to design meaningful exchanges that inspire, educate, and empower the next generation of leaders in government, business, and international affairs. NAIMUN is staffed and managed by over **200 undergraduate students from Georgetown University**, all of whom have keen interest and substantial understanding of international relations.

Our Mission

For a conference of its size in a Model UN world now increasingly dominated by for-profit companies and large, hierarchical organizations, NAIMUN is unique in that all aspects of the conference – from the committee experience to the programming – are run by students for the benefit of their peers. We endeavor to provide competitive simulations and rigorous substance without losing sight of the educational and bridge-building value of Model UN as an activity. Ultimately NAIMUN belongs not only to the conference executives and GIRA, but also to the 3,200+ delegates, 200+ general staffers, and 300+ moderators who continue to make it the finest MUN conference in the world. It is this collective spirit that has guided NAIMUN over the past 50 years and will continue to drive it in the future.

Our Core Values

Secretary-General Garrett Williams and Executive Director Halle Hagan hope to build on NAIMUN's five decades of excellence by adapting the conference to the character of the contemporary Model UN circuit, while staying true to GIRA's and NAIMUN's history and mission.

Unparalleled Substantive Rigor and Innovation: With over 3,200 of the best delegates from around the United States and the world, NAIMUN has been called the "high school championship" of the Model UN circuit, a reputation earned through years of substantive excellence. NAIMUN LIV will continue to outperform its peer conferences by providing rigorous and innovative simulations that challenge delegates and foster thought-provoking debate. Going beyond traditional assemblies and cabinets, a large number of non-traditional forums, corporate boards, and domestic bodies push the boundaries of MUN and will force delegates to confront the changing nature of international politics today.

Student Empowerment: We believe that every student who comes to NAIMUN should walk away more proficient in the critical 21st century skills of public speaking, leadership, and writing. The staffers are relentless in this pursuit, striving to ensure that every delegate gets to speak, that every student can guide discussion and lead, and most importantly, that every delegation has the

opportunity to contribute. Because these abilities are incredibly important, the weekend is used to sharpen every delegate's skills to the best of each committee's potential, be it speaking in front of hundred in a large General Assembly, or leading by forging consensus in a small crisis committee. NAIMUN is so much more than a run-of-the-mill Model UN conference because it, along with its parent organization GIRA, actively goes above and beyond the call of duty to see the success and empowerment of all attendees.

Inclusion for All Delegates: NAIMUN LIV will counter the growing tendency in the high school circuit towards ruthless competitiveness by reaffirming the core educational values of Model UN. The aim of the NAIMUN simulation is not personal or collective glory, but rather the heightening of understanding of the international system from both political and legal perspectives, and the enrichment of negotiation, judgment, and problem-solving skills. Improved instructional materials and dedicated training for crisis will ensure that even first time delegates feel involved, supported, and appreciated. A reformed awards policy and improved chair training will encourage delegates to compete on the substance of their arguments. Finally, improved outreach and support for local, West Coast, and international schools will promote diversity of opinion and ensure that all delegates feel welcome at NAIMUN and in Washington, whether they come from Silver Spring, San Francisco, or Shanghai.

Integrating Technological Changes: NAIMUN LIV will continue to build upon the use and integration of technology both before and during conference. Whether using technology pre-conference to connect delegates and Georgetown staffers, or in-conference to increase opportunities for engagement in larger committees or advance the crisis elements in smaller committees, NAIMUN LIV hopes to stay ahead of the curve technologically.

Carpe Diem (Seizing the Day): NAIMUN is situated in the heart of Washington D.C., which means that all students are provided the chance to explore firsthand the greatness of our nation's capitol. As in years past, NAIMUN LIV will seize this opportunity and offer unparalleled out-of-committee programming experiences to all delegates. This includes and certainly is not limited to visits to foreign embassies, monuments on the National Mall, museums across the city, or even high profile buildings like the White House or Pentagon. This prime location, if not used to the best of its potential, would be wasteful. NAIMUN recognizes this and thus provides—in the spirit of *carpe diem*—all delegates an unforgettable opportunity to experience all that the District of Columbia has to offer.

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a. Names of the Darien Public School staff initiating the proposal and responsible for the trip
Bruce Clarke, DHS History Dept. and Model Congress Advisor

b. **Exact dates, times, destination(s) of the trip, and what instructional time will be impacted, as well as potential conflicts with major school events or standardized testing.**

Date: Feb 22-26 Time: Depart Feb 22, 3pm Destination: Harvard U. Model Congress in Boston
Affected school time: Thursday Feb 23 G-day coverage needed (Periods 1, 2, 3, 4 and 5) and Friday Feb 24

c. A description of the rationale for the trip, with special emphasis on the educational value of the experience.

Each year dozen of schools from around the northeast send delegations from their Model Congress Clubs to Harvard for the one of the best Model Congress events for high school youth in the country. The event teaches students about working together to achieve useful laws through dialogue and negotiation. Fundamentally, this is a hands-on activity spread over 4 days that gives an unparalleled opportunity to explore how democracy works in our country.

This would be our FIRST Year attending this conference.

d. An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate.

Model Congress meetings every Wed 2:30-3:30 help prepare students learn how to pass bills and speak publically for what they hope to achieve through passing student written "bills".

e. The exact modes and times of travel, as well as the exact housing arrangements.

Students will share a bus with Wilton High School to the Sheraton Boston where we will have reserved rooms for four nights. Students can share rooms, up to 4 to a room. They will return by bus.

f. Detailed daily time schedules of the agenda of activities.

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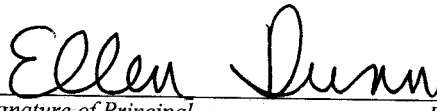
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See attached

- g.** Precise overall financial information with a break down by categories of expenses. Include any staffing transportation, accommodations or unique modifications for students with disabilities.
The final cost per student depends on how many students actually sign up. But based on previous years here is a breakdown of Costs:
Per student fee : \$115 registration fee+ \$70 catered dinners fee + \$350 per night room + covering advisors expenses and bus fee.
I estimate a cost of \$650-\$700 per student depending on numbers, and whether one or two advisors attend. Students will pay their own way: this estimate is based on the experience of Wilton HS.
- h.** Precise explanation of the sources of funding as it will be apportioned to the students, district funds, grants, fund raising, etc.
Students pay their own way.
- i.** Precise explanation of any related cost for the Darien Public Schools, including teacher substitutes, teacher release time, special education supports, follow-up tutoring, special materials, or any other items or services.
Sub needed for Feb 23-24 only.

<input type="checkbox"/>	Organizers must be aware that school budget development occurs a year in advance, so requests for funding must be made during budget development in the fall preceding the school year in which the event is to occur.
<input type="checkbox"/>	The submission of a trip request, does <u>not</u> , in-and-of-itself, constitute any explicit or implied approval.
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9/26/16

9/26/16
 Signature of Trip Organizer Date Signature of Principal Date

<input type="checkbox"/>	Approved	<input type="checkbox"/>	Not approved
		Signature of Superintendent/Designee Date	



MENU ▾

CONFERENCE SCHEDULE



Tentative 2017 Schedule

Wednesday, February 22, 2017

9:00pm – 11:00pm Registration

Thursday, February 23, 2017

9:00am – 2:00pm Registration

2:30pm – 3:30pm Opening Ceremonies

3:30pm – 6:00pm Program Meetings

6:00pm – 8:00pm Dinner

8:00pm – 10:30pm Program Meetings

9:00pm – 9:30pm Faculty Advisor Meeting

12:00am Curfew

Friday, February 24, 2017

9:00am – 1:00pm Harvard Day

1:00pm – 6:00pm Program Meetings

6:00pm – 8:00pm Dinner

6:00pm – 10:00pm Program Meetings

11:00pm Curfew

Saturday, February 25, 2017

9:00am – 12:00pm Program Meetings

12:00pm – 1:00pm Lunch

1:00pm – 5:00pm Program Meetings

5:45pm – 9:00pm Dinner

9:00pm – 11:00pm Congressional Ball

9:00pm – 10:00pm Faculty Mixer

12:00am Curfew

Sunday, February 26, 2017

9:00am – 11:00pm Program Meetings

9:30am – 10:00am Faculty Advisor Meeting

11:30am – 12:30pm Closing Ceremonies

REGISTRATION

\$115

per delegate + school fee

Four days of government simulation

10:1 student-staffer ratio

Opportunities for awards

30th anniversary HMC t-shirt

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a. Names of the Darien Public School staff initiating the proposal and responsible for the trip
Chris Buckley
Lisa Messineo

b. **Exact dates, times, destination(s) of the trip, and what instructional time will be impacted, as well as potential conflicts with major school events or standardized testing.**

Date: March 10-12 2017 Time: _____ Destination: Stowe, VT
Affected school time: None

c. A description of the rationale for the trip, with special emphasis on the educational value of the experience.
Please see attached

d. An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate.
Please see attached

e. The exact modes and times of travel, as well as the exact housing arrangements.
Please see attached

f. Detailed daily time schedules of the agenda of activities.
Please see attached

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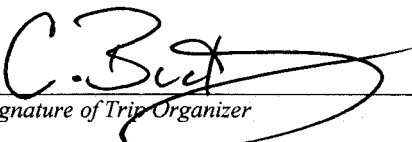

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Please see attached

- i. Precise explanation of any related cost for the Darien Public Schools, including teacher substitutes, teacher release time, special education supports, follow-up tutoring, special materials, or any other items or services.

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	9/15/16		9/23/16
<i>Signature of Trip Organizer</i>	<i>Date</i>	<i>Signature of Principal</i>	<i>Date</i>

<input type="checkbox"/>	Approved	<input type="checkbox"/>	Not approved
		<i>Signature of Superintendent/Designee</i>	
		<i>Date</i>	

**Overnight Trip to Stowe Ski Resort
March 10-12, 2017**

Club Sponsor: Outdoors Club, Darien High School

Trip Coordinator: Chris Buckley and Lisa Messineo

**Cost: \$399 for room, dinner, evening activities, lift tickets, and transportation
\$60 (in \$10 bills) for lunches and dinners not included in above cost.**

All Forms and Money are due: Friday, January 6, 2017

The overnight trip to the Stowe Ski Resort is an extra curricular activity designed to give the students of Darien High School a safe alternative weekend activity. The overnight trip marks the highlight of the Outdoor's Club events for the season. The club bases its activities around the promotion of a positive school community. All the ski trips sponsored by the club encourage students to see their classmates in a new light, provides opportunities for students to interact with peers they would normally not have contact with, and provide opportunities for growth through independent, responsible, and mature decision making; ideas which reinforce the Core Values and Beliefs of Darien High School. The overnight trip to Stowe will help to foster a positive school environment and provide a safe and healthy weekend activity for members of the school community.

The week before the trip there are required meetings that all students attending the trip and their parents must attend. These meetings are listed below:

- Wednesday, March 8th, 2017 – A mandatory meeting at 6:30 pm at Darien High School in A205 (Above the Library to the left). Chris Buckley and Lisa Messineo (trip coordinators) will speak with the parents and students involved in the trip about expectations, responsibilities, and guidelines. Parents will be given contact information for Mr. Buckley and Mrs. Messineo in the case of an emergency. Any student who does not attend with their parents or does not make arrangements with Mr. Buckley or Mrs. Messineo will not be allowed to participate. At this meeting, the students will be split into groups of four which will serve as both their roommates for the trip and their skiing partners while on the mountain. Trip coordinators will collect contact information from parents to assist in the passing along of information from the trip coordinators to the parents.
- Thursday, March 9th, 2017 – Students will drop off their luggage (clothes and equipment) at the school at 3:00 in Rm. A105 (Community Council Room). The luggage will be locked in a secure storage space in the school. All luggage will be checked by Mr. Buckley and Mrs. Messineo. All bags must be opened and the contents checked by one of the chaperoning advisors or administrators. All pieces of luggage will be checked in the presence of the student and their parent. Male students will have their luggage checked by Mr. Buckley. All female students will have their luggage checked by Mrs. Messineo.

Prerequisites for attendance:

1. Students must have participated in at least one Ski and Snowboard trip at some point during his or her DHS career or be signed up to participate one of the 2016-17 trips to Killington, Stratton, or Okemo
 - Students who cannot meet this requirement should speak with Mr. Buckley. Attendance on the overnight is reliant on their approval.
 - Trip advisors and school administration reserve the right to allow attendance on any overnight trip.
2. Students must have previously rented or own their own equipment that has been properly adjusted by a certified ski shop.
3. Students must have prior ski or snowboard experience.

Students are selected on a first come first serve basis. The first 30 students with prior ski experience to submit the permission slip packet with all components completed, a parent signature, and a check made out to Darien High School will be taken on the trip. Mr. Buckley and Mrs. Messineo, as club advisors, reserves the right to deny attendance of a student.

The trip to Stowe Ski Resorts is coordinated with assistance from Ski 93 Trips Inc. Ski 93 is a travel agency that specializes in the coordination and reservation of high school ski trips. Their coordinator, Abby Constantineau, has helped Chris Buckley and Mrs. Messineo coordinate and reserve the busses, lift tickets, meals, evening activities, and hotel rooms necessary to make this trip a success. Ski 93 Trips will also be providing a host who will meet the group at the hotel and assist with our check in, lift tickets, and other needs.

Trip Outline, Transportation, Accommodations:

The students and chaperones will be transported by transit coach bus provided by Ski 93. Each bus holds 55 passengers.

Friday, March 10th, 2017

The bus will arrive at Darien High School on Friday before the end of the school day. After the final bell of the day rings, the students will meet Mr. Buckley in the History/English Learning Connection Room to prepare to leave. Attendance will be taken and final instructions will be given. Students will be given a sheet with instructions, contact numbers, and rules. Students will load their bags onto the bus in groups. A final check will be conducted on any bags being carried onto the bus. The bus will depart the high school at 3:30 pm. Taking traffic and a stop for dinner into account, the trip will arrive at the hotel in Waterbury at approximately 10:00 pm on the evening of March 10th. The hotel that will be providing the accommodations for the trip is the Best Western Plus in Waterbury, VT which is located 25 minutes from the mountain. All students will stay on the bus with the additional chaperones while Mr. Buckley and our trip host check in. As soon as the room keys are assigned, students will go to their assigned rooms. Based on

the time of arrival, students may have some free time to use the game room or the pool, with chaperone supervision. Students will be told in which rooms Mr. Buckley, Mrs. Messineo and the other chaperones are staying in the case of an emergency.

Saturday, March 11th, 2017

The students will receive a wake up call at 7:00 AM by the chaperoning teachers. Students will be given an hour to prepare and eat breakfast, which will be in the lobby of the hotel. The breakfast will be a buffet style and is included in their trip costs. At 8:30, students will be loaded onto the bus and taken to Stowe Ski Resort. When the bus arrives at the mountain at approximately 9:00, the students will be taken into the base lodge, shown where the teacher on duty will be, and given instructions for the rest of the day. Rules for the day are included below:

- Students are to ski with their assigned buddies. Failure to stay with their partners will result in loss of their skiing privileges.
- Students must check in at the base lodge between 12:00 and 1:00 with their partners. Failure to check in will also result in the loss of skiing privileges.
- Students are responsible for their own lunches on this day.
- All students should be back in the base lodge and ready to depart back to the hotel by 4:30.

All chaperones will carry two-way radios and their cell phones to stay in contact with each other. Chaperones will work in shifts in the base lodge. Attendance will be taken between 12:00 and 1:00. The bus will be at the mountain and ready to transport us back to the hotel by 4:30. Attendance will be taken on the bus. On the return trip to the hotel, the bus will stop at the Ben and Jerry's Ice Cream factory, where students may purchase ice cream. Students should allocate money for any ice cream purchases, as they are not included in the cost of the trip. Once the bus returns to the hotel, the students will be given an hour and an half to shower and change for dinner. Dinner will be a buffet provided by the hotel.

Evening activities for the students will consist of bowling in Waterbury, VT. The costs of this trip are built into trip costs. All students must participate in the evening activity. Students will board the bus by 7:00 to participate in the tobogganing.

The evening activities will end by 9:00 and the group will return to the hotel. Students will be given time to change and unwind. No student is permitted in the rooms of the opposite gender at any point. All students must be in their rooms by 10:00. Mr. Buckley and Mrs. Messineo will do a final curfew check. No student is permitted to leave his or her room following this final attendance check. Mr. Buckley Mrs. Messineo will remind students to spend time packing up their rooms to expedite check out in the morning.

Sunday, March 12th, 2017

Students will be woken up at 7:00 AM and told to prepare their rooms to check out. Students will have an hour and a half to pack up, shower, and prepare to check out. Students will report to the lobby by 8:30 with their luggage. As students show up in the lobby, they will get their breakfast from the buffet (breakfast is included in the cost of the

trip). Students will eat and load the bus. As the students are loading the bus, Mr. Buckley and Mrs. Messineo will do a room sweep to make sure that there is nothing left behind. The bus will leave for Stowe Ski Resort by 9:00 after attendance has been taken on the bus. Students will be told that they may either ski until 2:00 or relax in lodge. The same rules that applied for skiing on Saturday continue to apply. There will be a teacher on duty in the lodge and students will have to ski in their pairs. Students will need to return to the base lodge and prepare to leave at 2:00. Students will be responsible for their own lunches on this day. The students will be back on the bus by 2:00 and the group will depart the mountain shortly after. Again, taking into account traffic and a stop for dinner (not included in the cost of trip), the bus should return to Darien High School by 8:30 pm. Mr. Buckley and Mrs. Messineo will wait at the high school until every child has been picked up.

The initial cost of the trip for each student is \$399.00. The cost of the trip includes the following:

- Snacks and drinks for the bus ride to and from the mountain.
- Coach bus transportation for the entire weekend
- Bus driver gratuity
- Two nights' accommodations at the Best Western Plus
- Dinner on Saturday
- Breakfast buffets on Saturday, Sunday
- Bowling on Saturday night,
- Lift Tickets to Stowe Ski Resort
- Hotel Taxes and Meal Gratuities

In addition, each student will need to pay 60 dollars (in \$10 bills) to be given to the trip coordinators when they sign up for the trip. The money will be divided up into six separate envelopes and used to pay for the four meals not covered by the trip cost (Dinner on Friday evening, lunch Saturday and Sunday, ice cream on Saturday, and dinner Sunday evening). Each student will receive 10 dollars for each meal. This is done to ensure that each student has enough money to eat at every meal.

All students and their parents involved with the trip are reminded that all school rules apply. The students who participate on the overnight ski trip represent the Darien High School community and should be on their best behavior. If there is a violation of the behavior outlined in the Student Handbook, the parent of the student in question will be contacted and asked to come pick the student up at the mountain. Any infraction committed while on the trip will be dealt with upon the trips return to school.

DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM
Trips Beyond 500 Miles, or Outside the U.S.
(Board of Education Policy 6710)

F2

Note: This is a Type-On form. Click in information cells and type or print and fill in with pen.

Planning Requirements: Written application must be submitted first to the school Principal, then to the Assistant Superintendent, according to administrative procedures. This form **MUST** be submitted to Central Office for approval before final plans or commitments are begun. All such trips must be approved by the Board of Education. Formal announcement of special trips can be made only after Board approval has been obtained.

Special Trips (beyond 500 mile radius, overnight, or outside Continental U.S.) – The request must be submitted at least 60 days in advance of the departure date and no later than October 15th. It must contain detailed written information about arrangements, which at a minimum, must specify the following:

a. Names of the Darien Public School staff initiating the proposal and responsible for the trip

Dennis Cabrera - DHS History Department
Model UN advisor

b. Exact dates, times, destination(s) of the trip, and what instructional time will be impacted, as well as potential conflicts with major school events or standardized testing

Date: 3/17/17 - 3/19/17 Time: all day 3/18 Destination: Boston, MA
Affected school time: Friday, March 17, 2017 - only the afternoon classes would be affected

c. A description of the rationale for the trip, with special emphasis on the educational value of the experience

Eagle Model UN Conference (Boston College)
see attachments

d. An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate

see attachments

e. The exact modes and times of travel, as well as the exact housing arrangements.

see attachments

f. Detailed daily time schedules of the agenda of activities.

see attachments

DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM
 Trips Beyond 500 Miles, or Outside the U.S.
 (Board of Education Policy 6710)

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g. Precise overall financial information with a break down by categories of expenses. Include any staffing, transportation, accommodations or unique modifications for students with disabilities.

see attachments


h. Precise explanation of the sources of funding as it will be apportioned to the students, district funds, grants, fund raising, etc.

see attachments

i. Precise explanation of any related cost for the Darien Public Schools, including teacher substitutes, teacher release time, special education supports, follow-up tutoring, special materials, or any other items or services.

see attachments

- Organizers must be aware that school budget development occurs a year in advance, so requests for funding must be made during budget development in the fall preceding the school year in which the event is to occur.
- The submission of a trip request does not, in-and-of-itself, constitute any explicit or implied approval.
- No trip is considered authorized until formally approved in writing in accordance with the aforementioned procedures.
- The field trip organizer must notify the school nurse of the field trip date, destination, and a list of the students participating in the trip.

	9/23/14		9/23/14
<small>Signature of Trip Organizer</small>	<small>Date</small>	<small>Signature of Principal</small>	<small>Date</small>

<input type="checkbox"/>	<input type="checkbox"/>	
<small>Approved</small>	<small>Not approved</small>	
		<small>Signature of Superintendent/Designee</small>
		<small>Date</small>

Eagle Model UN Conference

C. Model UN conferences allow students to participate in a simulation of the actual United Nations. Students take on the role of diplomats from around the world and attempt to solve some of the world's most pressing problems. Participants become better writers, researchers, debaters, public speakers and negotiators.

D. The Model UN Club meets every Thursday after school to discuss international affairs, debate, write resolutions, practice public speaking, and build consensus around solving international problems. Students who are regular participants in the club activities regularly and are in good academic standing are eligible to go on the trip.

E. Travel and housing arrangements: Students will travel via bus to Boston, MA and stay at the Westin Copley Place. The conference will take place at the Westin Copley Place.

F. Schedule of Activities: March 17th 2017 – March 19th 2017

(See attachment for details)

G. Expenses:

Student Conference fees: \$150

Transportation: \$200

Hotel: \$650

Total: \$900

H. Sources of Funding:

Students will be responsible for the cost of the trip and all expenses incurred as a result of the travel and overnight stay. The Model UN Club plans on holding bake sales and other fundraisers to help defray the cost of the trip.

I. Cost to DPS:

The cost to the district would be the cost of a substitute for Friday, March 17th for the last two periods of the day to be able to arrive in time for registration and an evening session.



Home /

SCHEDULE

Full Conference Schedule

Friday, March 17th

4:00-6:00 pm	Registration
6:00-7:00 pm	Opening Ceremonies
7:00-8:30 pm	Dinner Break
8:30-11:00 pm	Committee Session 1A*
8:45-11:15 pm	Committee Session 1B*
8:45-10:30 pm	Reception for Faculty Advisors and Invited Guests
1:00 am	Curfew

Saturday, March 18th

9:00-11:30 am	Committee Session 2A*
9:15-11:45 am	Committee Session 2B*
9:30-10:30 am	Faculty Advisor Feedback
11:30-1:00 pm	Lunch Break
1:30-4:00 pm	Committee Session 3A*

1:45-4:15 pm	Committee Session 3B*
4:00-5:00 pm	Break
4:45-7:45 pm	Committee Session 4A*
5:00-8:00 pm	Committee Session 4B*
10:00-11:45 pm	Delegate Dance/Trivia Night
12:00 am	Curfew

Sunday, March 19th

9:00-11:30 am	Committee Session 5A*
9:15-11:45 am	Committee Session 5B*
11:00-12:00 pm	Hotel Check Out
12:30-1:30 pm	Closing Ceremonies

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SIGN IN WITH:

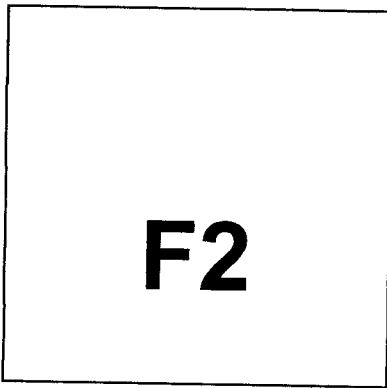


OR SIGN UP:

JOIN

DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM

Trips Beyond 500 Miles, or Outside the U.S.
(Board of Education Policy 6710)



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Planning Requirements: Written application must be submitted first to the school Principal, then to the Assistant Superintendent, according to administrative procedures. **This form MUST be submitted to Central Office for approval before final plans or commitments are begun.** All such trips must be approved by the Board of Education. Formal announcement of special trips can be made only after Board approval has been obtained.

Special Trips (beyond 500 mile radius, overnight, or outside Continental U.S.) – The request must be submitted at least 60 days in advance of the departure date and no later than October 15th. It must contain detailed written information and arrangements, which at a minimum, must specify the following:

a. Names of the Darien Public School staff initiating the proposal and responsible for the trip
Richard Reynolds and Jeromy Nelson

b. **Exact dates, times, destination(s) of the trip, and what instructional time will be impacted**, as well as potential conflicts with major school events or standardized testing.

Date: April 26-30 2017 Time: Wednesday April 26 Morning through Sunday April 30 Evening Destination: Detroit, Michigan

Affected school time: April 26
April 27
April 28

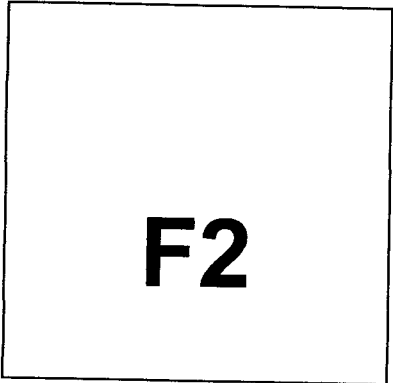
c. A description of the rationale for the trip, with special emphasis on the educational value of the experience.

Shell Eco-marathon challenges student teams from around the world to design, build and test ultra energy-efficient vehicles. The events spark debate about the future of mobility and inspire young engineers to push the boundaries of fuel efficiency. The event will give students a hands on experience in the real world of college program and engineering. Students' efforts throughout the year will come to a pinnacle where the car that was produced will be tested and raced. During the field trip, the students will be required to stay focused and motivated towards improving the car. Students will also be expected to apply all engineering knowledge during the trip as many times slight changes must be made on the car. The field trip to Detroit will also teach students how to think critically, problem solve, and how to work as a team.

d. An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate.

**DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST
FORM**

**Trips Beyond 500 Miles, or Outside the U.S.
(Board of Education Policy 6710)**



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Before the trip, students will prepare the car for shipment. The building of the car to meet Shell Eco-Marathon specifications will help students prepare for real world applications in which they must meet strict deadlines for project. All students in the class are eligible to attend the field trip.

e. The exact modes and times of travel, as well as the exact housing arrangements.

Shell Global posts reduced prices for plane fare and hotel expenses closer to the date of the actual event. Tickets and hotel reservations will not be able to be concluded until a later time. At that time, an exact expense sheet will be submitted with reduced prices. Last year, the reduced prices were with United Airlines and Delta Airlines that cost roughly \$250 per person. The hotel is expected to be the Holiday Inn Express around \$200 a night. Each room will house four students. Three meals a day are provided by Shell for 8 team members. Bus will provide transportation to and from airports.

f. Detailed daily time schedules of the agenda of activities.

The schedule is also posted a short time before the event therefore the schedule will be sent immediately after Shell has posted it. Last year's itinerary is attached and expected to have the similar events.

g. Precise overall financial information with a break down by categories of expenses. Include any staffing transportation accommodations or unique modifications for students with disabilities.

There will be plane fare and hotel expenses. They cannot be determined at this time because the ticket and hotel prices will not be posted until a later date. When they are posted and the class has scheduled it all the prices will be submitted. Last year's figures are attached. The expenses are estimated to be similar, if not identical.

h. Precise explanation of the sources of funding as it will be apportioned to the students, district funds, grants, fund raising etc.

The class has been sending out grant letters and asking for donations from local businesses. Students will be expected to cover any cost that fundraising does not cover.

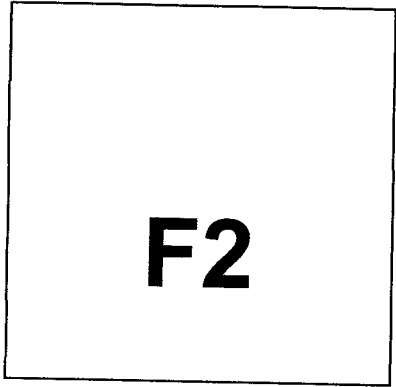
i. Precise explanation of any related cost for the Darien Public Schools, including teacher substitutes, teacher release time, special education supports, follow-up tutoring, special materials, or any other items or services.

Richard Reynolds and Jeromy Nelson will miss the school days on April 26, April 27, and April 28 and will require a substitute teachers.

<input type="checkbox"/>	Organizers must be aware that school budget development occurs a year in advance, so requests for funding must be made during budget development in the fall preceding the school year in which the event is to occur.
<input type="checkbox"/>	The submission of a trip request, does <u>not</u> , in-and-of-itself, constitute any explicit or implied approval.
<input type="checkbox"/>	No trip is considered authorized until formally approved in writing in accordance with the aforementioned procedures.

DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM

Trips Beyond 500 Miles, or Outside the U.S.
 (Board of Education Policy 6710)



Note: This is a Type-On form. Click in information cells and type or print and fill in with pen.

The field trip organizer must notify the school nurse of the field trip date, destination, and a list of the student participating in the trip.

[Handwritten Signature]
 Signature of Trip Organizer 9/19/16
 Date

[Handwritten Signature: Ellen Duran] 9/23/16
 Signature of Principal Date

<input type="checkbox"/>	Approved	<input type="checkbox"/>	Not approved
--------------------------	----------	--------------------------	--------------

Signature of Superintendent/Designee Date

Past 2016 Shell Eco-Marathon Schedule of events

See below the tentative schedule of events during Shell Eco-marathon Americas 2016. Please note that meals will be provided each day. And remember the Organizers may change this proposed schedule during the competition.

Please note: Specific details about logistics and accommodation will be available on the Shell Eco-marathon Americas 2016 Rules, Chapter 2.

The local set of rules will be available soon.

Tuesday, April 19

Teams will be offered the opportunity to attend behind-the-scenes tours with our Partners (Fiat Chrysler Automobiles, Ford Motor Company, Hitachi, The Henry Ford and Rock Ventures). Transportation will be provided to and from the Cobo Center.

Wednesday, April 20

The Society of Automotive Engineers (SAE) will host a career day which will include resume writing and critique sessions, career track advice, internship and employment interviews and information sessions with representatives from participating Partners and Tier 1 suppliers. Lunch will be provided.

- 12pm: Pre-Registration Opens to Eligible Teams
- 3pm – 9pm: Team Registration Open
- 4pm: Campground Opens

Thursday, April 21

Registration, Tech Inspection and Paddock Open

Friday, April 22

Official Opening Ceremony and Group Photo

Indoor test track open

Saturday, April 23

Competition Runs

Sunday, April 24

Competition Runs and Awards Ceremony

Monday, April 25

9am - Cobo Center Closed to Students

Past Shell Eco-Marathon 2016 Eco Marathon Price and Itinerary

Total: \$7803.69

Per person: \$650.31

April 20th

Leave DHS at 8:00 am on the 20th to LGA (Transportation provided by parent volunteers).

Arrive at the Airport at 9:30 am and pass through security and go to gate.

Board flight at 12:38 am and land at 2:44 pm in Detroit.

Take Shuttle to hotel, check in drop off bags and go to convention center.

April 24th

Go to Detroit Airport by 11 am.

Board at 1:55 pm, land at LGA at 3:48 pm.

Get on Shuttle and take it back to DHS.

Tickets: \$291.20 round trip per person = 4076.80

Pick up at DHS at 8:00 am on the 20th.

Pick up at LGA at 2:30 pm on the 24th by parent volunteers

Holiday Inn Express Hotel,

Room Prices: \$154 per room 5 per 4 night = \$3080

1 room for teachers / adults

3 rooms for boys

1 room for girls

2 queen beds per room.

<https://www.expedia.com/Detroit-Hotels-Holiday-Inn-Express-Hotel-Suites-Detroit-Downtown.h543746.Hotel-Information?chkin=04%2F20%2F2016&chkout=04%2F24%2F2016&rm1=a2&hwrqCacheKey=3d7a1b4c-adcb-4ec7-9dfd-8e92594f4c2eHWRQ1457025883157&c=3dc11136-25dc-47bb-aef4-9db4d446077a&>

DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM
Trips Beyond 500 Miles, or Outside the U.S.
(Board of Education Policy 6710)

F2

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Planning Requirements: Written application must be submitted first to the school Principal, then to the Assistant Superintendent, according to administrative procedures. **This form MUST be submitted to Central Office for approval before final plans or commitments are begun.** All such trips must be approved by the Board of Education. Formal announcement of special trips can be made only after Board approval has been obtained.

Special Trips (beyond 500 mile radius, overnight, or outside Continental U.S.) – The request must be submitted at least 60 days in advance of the departure date and no later than October 15th. It must contain detailed written information about arrangements, which at a minimum, must specify the following:

a. Names of the Darien Public School staff initiating the proposal and responsible for the trip
Claudia Gray – Business Education at Darien High School

b. **Exact dates, times, destination(s) of the trip, and what instructional time will be impacted, as well as potential conflicts with major school events or standardized testing.**

Date: April 26-April 29, 2017 Time: 3 full school days Destination: Anaheim, California
Affected school time: April 26-April 28, 2017

c. A description of the rationale for the trip, with special emphasis on the educational value of the experience. The DECA International Career Development Conference (ICDC) is the highlight of the DECA year. Eighteen thousand high school students, advisors, business persons and alumni gather for several days of DECA competition, leadership training, networking, career exhibits, and team building exercises. Most participants at ICDC compete in one of DECA's competitive events. The top competitors in each event are recognized for their outstanding achievements. In addition to the competitive events many students and advisors participate in a variety of leadership and career advancing academies. DECA members will compete at the national level and participate in activities to further develop their business knowledge, skills, and abilities.

d. An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate.

There are two ways Darien High School DECA Club members qualified to participate in the DECA ICDC:

1. Students compete at the Connecticut State DECA competition on March 6, 2017 and must DECA earn first, second, and third place positions to qualify to compete at ICDC.
2. Darien DECA are working hard to earn six allocations for DECA members to attend Thrive Academy at ICDC. Students that attend DECA will summarize and present what they learned at the Leadership Academies and as competitors to the DECA students. This is done through community service, community outreach and membership.

DARIEN PUBLIC SCHOOLS
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- e. The exact modes and times of travel, as well as the exact housing arrangements.
- Tuesday, April 25, 2017: Travel Day to Anaheim, CA after school day (van and flight)
 - Wednesday, April 26 – Saturday, April 29, 2017: Grand Opening Session, Competition, Training and Closing Ceremonies at Anaheim Convention Center and Arena. ICDC Leadership Programs and Student Competition.
 - Sunday, April 30: Travel back to Darien in the morning (van and flight)
Hotel is determined in November of 2016 but will be within walking distance of the convention center.

- f. Detailed daily time schedules of the agenda of activities.
Agenda is set in February of 2017. Agenda for ICDC 2016 is attached.

- g. Precise overall financial information with a break down by categories of expenses. Include any staffing transportation, accommodations or unique modifications for students with disabilities.
Student costs will be funded by the students. Advisor funding is still to be determined and advisor costs could be incorporated into student's fees if district funds are not available.

Transportation (flight and shuttle) - \$400 approximately
DECA Registration and DECA Activities- \$150
Hotel - \$400 (approximately)
Meals - \$400 (approximately)
Advisor Costs - \$150
Estimate cost of trip is currently \$1500 for students.

Trip cost for students in 2016 was \$1350. With fundraising, we hope to bring the cost to below \$1000 per student.

- h. Precise explanation of the sources of funding as it will be apportioned to the students, district funds, grants, fund raising, etc.
Funding will be paid for by students. Fundraising will be done from September 2016 - February 2017 to offset the costs to students. All fundraising for DECA is to lower the cost of competition for the student that attend ICDC. A parent DECA Advisory Committee is being organized to assist with fundraising.

DARIEN PUBLIC SCHOOLS
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- i. Precise explanation of any related cost for the Darien Public Schools, including teacher substitutes, teacher release time, special education supports, follow-up tutoring, special materials, or any other items or services.

Mrs. Gray will need a substitute for 3 school days. If more than 8 students attend, a second chaperone will be needed as DECA, the organization, require one chaperone per 8 students. Their costs will be included in the student costs of attending the event.

Students will be fully funding their portion of the costs.

<input type="checkbox"/>	Organizers must be aware that school budget development occurs a year in advance, so requests for funding must be made during budget development in the fall preceding the school year in which the event is to occur.
<input type="checkbox"/>	The submission of a trip request, does <u>not</u> , in-and-of-itself, constitute any explicit or implied approval.
<input type="checkbox"/>	No trip is considered authorized until formally approved in writing in accordance with the aforementioned procedures.
<input type="checkbox"/>	The field trip organizer <u>must</u> notify the school nurse of the field trip date, destination, and a list of the students participating in the trip.

Claudia Gray 9/13/16
 Signature of Trip Organizer Date

Ellen Dunn 9/23/16
 Signature of Principal Date

<input type="checkbox"/>	Approved	<input type="checkbox"/>	Not approved
		Signature of Superintendent/Designee	
		Date	

*Example
from last year*

 **DECA**
INTERNATIONAL
CAREER
DEVELOPMENT
CONFERENCE

NASHVILLE
APRIL 23-26, 2016

#DECAICDC

DARIEN PUBLIC SCHOOLS
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X **Special Trips** (beyond 500 mile radius, overnight, or outside Continental U.S.) – The request must be submitted at least 60 days in advance of the departure date and no later than October 15th. It must contain detailed written information about arrangements, which at a minimum, must specify the following:

a. Names of the Darien Public School staff initiating the proposal and responsible for the trip
Dan Record – proposed trip to Quiz Bowl National Championships in Atlanta, GA
John Gearty
1 extra teacher chaperone if needed

b. **Exact dates, times, destination(s) of the trip, and what instructional time will be impacted, as well as potential conflicts with major school events or standardized testing.**

Date: Friday, 5/26 – Sunday, 5/28 Time: All days Destination: Atlanta, GA
Affected school time: Friday, 5/27 – all day

c. A description of the rationale for the trip, with special emphasis on the educational value of the experience.
This trip is the culmination of another successful Quiz Bowl season. Our school will most likely qualify 3 teams into the highly selective field of this National Championship tournament. This trip will allow our students to compete against the best and brightest students in the nation. Two years ago, we took one team and finished in 77th place out about 250 teams. Last year we took 2 teams, finishing in 8th & 152nd place out of the 272 team field. We expect to compete for the national title this year!

d. An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate.
Quiz Bowl competitions / tournaments that will happen throughout the year.
Students on the Quiz Bowl team will be eligible to attend the trip, based on interest, performance, and number of available spots.

e. The exact modes and times of travel, as well as the exact housing arrangements.
Parents drive students to airport in carpools to New York airport
Airplane from New York, to Atlanta, GA.
Hotel at the NAQT sponsored hotel that hosts the tournament. (Atlanta Marriott Marquis)

f. Detailed daily time schedules of the agenda of activities.
Quiz Bowl registration and scrimmages 5pm-10pm on Friday
Quiz Bowl competition 8am-7pm on Saturday
Quiz Bowl playoffs and consolation games 9am-2pm. Awards 3pm-4pm on Sunday

**DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM**
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- g. Precise overall financial information with a break down by categories of expenses. Include any staffing transportation, accommodations or unique modifications for students with disabilities.
Tournament fees - \$650 / team
Hotel room \$125/room/night – double occupancy
Airplane Tickets - \$400 / student
Food and Tourism - \$200 / student

- h. Precise explanation of the sources of funding as it will be apportioned to the students, district funds, grants, fund raising, etc.
Students will fundraise by hosting 2 quiz bowl tournaments that will generate approximately \$800.
Private donations will be solicited by members.
Students will pay the difference between costs and what was fundraised

- i. Precise explanation of any related cost for the Darien Public Schools, including teacher substitutes, teacher release time, special education supports, follow-up tutoring, special materials, or any other items or services.
Substitute coverage for up to 3 teacher chaperones, on Friday, 5/26

<input type="checkbox"/>	Organizers must be aware that school budget development occurs a year in advance, so requests for funding must be made during budget development in the fall preceding the school year in which the event is to occur.
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<input type="checkbox"/>	The field trip organizer <u>must</u> notify the school nurse of the field trip date, destination, and a list of the students participating in the trip.

	9/13/16		9/23/16
<i>Signature of Trip Organizer</i>	<i>Date</i>	<i>Signature of Principal</i>	<i>Date</i>

<input type="checkbox"/>	Approved	<input type="checkbox"/>	Not approved
--------------------------	----------	--------------------------	--------------

Signature of Superintendent/Designee *Date*

		Proposed Field Trips - Middlesex Middle School								
	<u>Event</u>				<u>Date</u>				<u>Location</u>	
	Regional Quiz Bowl Tournament				January 13-14, 2017				Lancaster, PA	
	National Quiz Bowl Tournament (one of two)				May 11-15, 2017				Dallas, TX	
	Academic Bee & Bowl Nationals				May 26-29, 2017				Arlington, VA	

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a. Names of the Darien Public School staff initiating the proposal and responsible for the trip
Ken Romeo and Barbara Ivey

b. Exact dates, times, destination(s) of the trip, and what instructional time will be impacted, as well as potential conflicts with major school events or standardized testing.

Date: **Jan. 13th-14th, 2017** Time: **All Day** Destination: **Manheim TWP HS, Lancaster, PA**
Affected school time:

We request to leave at 12:00 PM on Friday to arrive with enough time to check in, Eat dinner, and get a healthy night's rest in preparation of the tournament on Saturday.

c. A description of the rationale for the trip, with special emphasis on the educational value of the experience.

Manheim TWP HS is hosting a regional quiz bowl tournament. Schools from all over the region will compete at a chance to qualify for the nationals in Dallas. Students will compete in an academic tournament, answering questions from every middle school curricula.

d. An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate.

We practice daily for competitions like this. The Quiz Bowl coaches will decide which of our members will go based on availability and skill.

e. The exact modes and times of travel, as well as the exact housing arrangements.

We will charter a bus (company TBD) that leaves on Friday afternoon, stay at a local hotel (TBD), and return on Saturday evening.

f. Detailed daily time schedules of the agenda of activities.

**DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM**
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Friday		
Leave after school from MMS, arrive at hotel, check in, have dinner		
Saturday		
8:00–9:00	team check-in	TBA
8:00–8:30	Staff check-in	TBA
8:30–9:00	Staff meeting	TBA
9:00–9:30	Player meeting	TBA
9:30–12:00	Preliminary rounds 1–6	Classrooms
12:00–1:30	Lunch (not provided)	-
1:30–4:15	Playoff rounds 7–10	Classrooms
Afterwards, we depart for MMS		

- g. Precise overall financial information with a break down by categories of expenses. Include any staffing transportation, accommodations or unique modifications for students with disabilities.

Travel is approximately \$150.00 per person. Hotel is approximately \$100.00 per room. Entrance fee \$75.00 per team (4 teams).

- h. Precise explanation of the sources of funding as it will be apportioned to the students, district funds, grants, fund raising, etc.

The Quiz Bowl team has been involved in fundraising efforts all year. We have private donors willing to pay for part of our entry fees. We also will rely heavily on parent contributions.

- i. Precise explanation of any related cost for the Darien Public Schools, including teacher substitutes, teacher release time, special education supports, follow-up tutoring, special materials, or any other items or services.

We do not seek any special materials, items or services from the Darien Public Schools.

<input type="checkbox"/>	Organizers must be aware that school budget development occurs a year in advance, so requests for funding must be made during budget development in the fall preceding the school year in which the event is to occur.
<input type="checkbox"/>	The submission of a trip request, does <u>not</u> , in-and-of-itself, constitute any explicit or implied approval.
<input type="checkbox"/>	No trip is considered authorized until formally approved in writing in accordance with the aforementioned procedures.
<input type="checkbox"/>	<i>The field trip organizer <u>must</u> notify the school nurse of the field trip date, destination, and a list of the students participating in the trip.</i>

DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM
Trips Beyond 500 Miles, or Outside the U.S.
(Board of Education Policy 6710)

F2

Note: This is a Type-On form. Click in information cells and type or print and fill in with pen.

Planning Requirements: Written application must be submitted first to the school Principal, then to the Assistant Superintendent, according to administrative procedures. This form **MUST** be submitted to Central Office for approval before final plans or commitments are begun. All such trips must be approved by the Board of Education. Formal announcement of special trips can be made only after Board approval has been obtained.

Special Trips (beyond 500 mile radius, overnight, or outside Continental U.S.) – The request must be submitted at least 60 days in advance of the departure date and no later than October 15th. It must contain detailed written information about arrangements, which at a minimum, must specify the following:

a. Names of the Darien Public School staff initiating the proposal and responsible for the trip
Ken Romeo and Barbara Ivey

b. Exact dates, times, destination(s) of the trip, and what instructional time will be impacted, as well as potential conflicts with major school events or standardized testing.

Date: May 11th-15th, 2017 Time: All Day Destination: MSNCT in Dallas, TX
Affected school time: We request permission to use Thursday, Friday, and Monday as travel days.

c. A description of the rationale for the trip, with special emphasis on the educational value of the experience.
This is one of our two national championships. Schools from all over the country will compete. Students will compete in an academic tournament, answering questions from every middle school curricula.

d. An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate.
We practice daily for competitions like this. The Quiz Bowl coaches will decide which of our members will go based on availability and skill.

e. The exact modes and times of travel, as well as the exact housing arrangements.
We will stay at the hotel that will be hosting this tournament (The Hyatt Regency DFW)

f. Detailed daily time schedules of the agenda of activities.

**DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM**
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Friday (evening)		
5:00-9:30	Staff check-in	TBA
6:00-9:30	Team check-in	TBA
6:00-9:30	Scrimmage round organization	TBA
Saturday		
8:00-9:00	Late arrival team check-in	Enterprise Ballroom Foyer
8:30-9:00	Staff check-in	TBA
9:00-9:30	Player meeting	Enterprise Ballroom 1-4
9:00-9:30	Staff meeting	TBA
9:45-12:45	Preliminary rounds 1-6	Meeting rooms
12:45-2:15	Lunch (not provided)	-
2:15-5:45	Preliminary rounds 7-12	Meeting rooms
Sunday		
7:30 a.m.	Playoff bracket posted	Information desk
7:30-8:20	Playoff cards distributed	Information desk
8:00-8:20	Staff meeting	TBA
8:30-12:00	Playoff rounds 13-18	Meeting rooms
8:40-12:00	Consolation round organization	TBA
12:00-1:00	Lunch (not provided)	-
1:00	Packet pickup	Information Desk
1:00-2:15	Playoff rounds 20-21	Meeting rooms
2:15	Finals (rounds 22 and maybe 23)	Enterprise Ballroom 1-4
After finals	Awards	Enterprise Ballroom 1-4

g. Precise overall financial information with a break down by categories of expenses. Include any staffing transportation, accommodations or unique modifications for students with disabilities.

Entrance fee \$575.00 per team (4 teams).

h. Precise explanation of the sources of funding as it will be apportioned to the students, district funds, grants, fund raising, etc.

The Quiz Bowl team has been involved in fundraising efforts all year. We have private donors willing to pay for part of our entry fees. We also will rely heavily on parent contributions.

i. Precise explanation of any related cost for the Darien Public Schools, including teacher substitutes, teacher release time, special education supports, follow-up tutoring, special materials, or any other items or services.

We do not seek any special materials, items or services from the Darien Public Schools.

**DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM**
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<input type="checkbox"/>	The submission of a trip request, does <u>not</u> , in-and-of-itself, constitute any explicit or implied approval.
<input type="checkbox"/>	No trip is considered authorized until formally approved in writing in accordance with the aforementioned procedures.
<input type="checkbox"/>	<i>The field trip organizer <u>must</u> notify the school nurse of the field trip date, destination, and a list of the students participating in the trip.</i>

<i>Barbara D. Juey</i>	<i>[Signature]</i>	<i>9/28/2016</i>
<i>Signature of Trip Organizer</i>	<i>Date</i>	<i>Signature of Principal</i>

<input type="checkbox"/>	Approved	<input type="checkbox"/>	Not approved	<i>[Signature]</i>	<i>Date</i>
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DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM
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Planning Requirements: Written application must be submitted first to the school Principal, then to the Assistant Superintendent, according to administrative procedures. This form **MUST** be submitted to Central Office for approval before final plans or commitments are begun. All such trips must be approved by the Board of Education. Formal announcement of special trips can be made only after Board approval has been obtained.

Special Trips (beyond 500 mile radius, overnight, or outside Continental U.S.) – The request must be submitted at least 60 days in advance of the departure date and no later than October 15th. It must contain detailed written information about arrangements, which at a minimum, must specify the following:

a. Names of the Darien Public School staff initiating the proposal and responsible for the trip

Ken Romeo and Barbara Ivey

b. Exact dates, times, destination(s) of the trip, and what instructional time will be impacted, as well as potential conflicts with major school events or standardized testing.

Date: May 26th-29th, 2017

Time: All Day

Destination:

Academic Bee & Bowl
Nationals in DC

Affected school time:

We request permission to use Friday and Monday as travel days.

c. A description of the rationale for the trip, with special emphasis on the educational value of the experience.

This is one of our two national championships. Schools from all over the country will compete. Students will compete in an academic tournament, answering questions from every middle school curricula.

d. An outline of the pre-trip and post-trip activities, which will be conducted to enhance the value of the trip for students. This must also include a description of which students are eligible for the trip and how students will be selected to participate.

We practice daily for competitions like this. The Quiz Bowl coaches will decide which of our members will go based on availability and skill.

e. The exact modes and times of travel, as well as the exact housing arrangements.

We will stay at the hotel that will be hosting this tournament (The Crystal Gateway Marriott in Arlington, VA)

f. Detailed daily time schedules of the agenda of activities.

DARIEN PUBLIC SCHOOLS
SPECIAL FIELD TRIP REQUEST FORM
Trips Beyond 500 Miles, or Outside the U.S.
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Schedule of Events

Friday: May– National Humanities Bee & National Science Bee, also Play-In Round for the US Academic Bee

Play in Game: 4:00pm, Jackson Room

Staff Meeting for Science Bee and Humanities Bee: 4:30, Jackson Room

National Science Bee / National Humanities Bee: Opening Meeting at 5:00pm, Arlington Ballroom, Salon 2

Round 1: 5:25

Round 2: 5:55

Round 3: 6:25

Dinner: 6:45-7:45

Science and Humanities Bee Finals Announcements and Announcements for Academic Bowl, 7:45, Arlington Ballroom, Salon 2

National Science Bee Finals: 8:15pm

National Humanities Bee Finals: 8:45pm

End: 9:15pm

Note: All teams who are staying at the hotel need to check in with us in the Jackson room between either 4pm and 7:30pm or from 9:30pm-11:00pm on Friday to let us know you're here! DC local teams can check in on Saturday morning from 8:30am-9:15am at the Saturday/Sunday help desk at the top of the main escalator in the lobby.

Saturday: May– United States Academic Bowl Preliminary and Early Playoff Rounds

US Academic Bowl Staff Meeting: 9:15am, Jefferson Room

Round 1: 10:00am

Round 2: 10:35am

Round 3: 11:10am

Round 4: 11:45am

Round 5: 12:20pm

Lunch break: 12:45pm-2:45pm

Middle School Afternoon Pools Announced at 2:15pm

Round 6: 2:45pm

Round 7: 3:20pm

Note: After Round 7, the Elementary Playoff draw needs to be set, so we will take a break until 4:15pm (or otherwise announced time) for this to be done

Middle School Round 8 / Elementary Quarterfinals: 4:15pm

Tiebreaker (if needed): 4:45pm

Dinner break: 4:50pm-6:30pm

Middle School Playoff Draw Announced at 6pm

Middle School Quarterfinals/Elementary Semifinals: 6:30pm

Middle School Semifinals/Elementary Finals: 7:15pm

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g. Precise overall financial information with a break down by categories of expenses. Include any staffing transportation, accommodations or unique modifications for students with disabilities.

National Championships Costs

\$375 Base Fee for a team in the National Academic Bowl from within 2 hours driving distance of Nationals (Crystal Gateway Marriott in Arlington, VA)

\$275 Base Fee for a team in the National Academic Bowl from 2 hours or more driving distance of Nationals. These teams are required to stay at the Crystal Gateway Marriott in Arlington, VA.

-Free registration for the first team from a host school

-\$100 Discount for a team of two students

-\$200 Discount for a team of one student

\$75 Base Fee for a student in the National Academic Bee (5 rounds of preliminaries, 3 rounds of playoffs)

\$50 Base Fee for a student in the National Science Bee (3 rounds of preliminaries, 2 rounds of playoffs)

\$50 Base Fee for a student in the National Humanities Bee (3 rounds of preliminaries, 2 rounds of playoffs)

Teams can receive apply to receive a discount on the registration fees for the Academic Bowl if they bring a reader(s) and/or scorekeeper(s). The level of the discount will depend on the experience level/ability of the reader, for which events they are able to read, and staffing needs. Discounts will be at least for \$25 in the Science Bee/Humanities Bee, \$75 for the Bowl, and \$50 for the Academic Bee, and possibly higher. The total fee owed for an individual or school cannot be negative, though (minimum is \$0).

h. Precise explanation of the sources of funding as it will be apportioned to the students, district funds, grants, fund raising, etc.

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<input type="checkbox"/>	<i>The field trip organizer must notify the school nurse of the field trip date, destination, and a list of the students participating in the trip.</i>
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<i>Barbara D. Jvey</i>	<i>Shelby Smus</i>	<i>9/28/2016</i>
<i>Signature of Trip Organizer</i>	<i>Date</i>	<i>Signature of Principal</i>

<input type="checkbox"/>	Approved	<input type="checkbox"/>	Not approved	
				<i>Signature of Superintendent/Designee</i>
				<i>Date</i>

**Darien Public School
2016-17 Enrollment Report**

October 18, 2016

Presented to the Board of Education October 18, 2016

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Executive Summary

The regression analysis continues to be relatively effective in estimating gross numbers of students at different grade levels, but not as accurate at predicting sections at the elementary level. Therefore, rolling enrollment numbers forwarded to the next grade level seems to be an effective method of predicting sections. For cross comparison, the attached Enrollment Projection Report shows enrollment rolling forward with a comparison of the 3-year persistence model coupled with the enrollment analysis performed by Milone and MacBroom in January 2015.

Milone and MacBroom, examined a variety of factors that influence Darien's enrollments, namely trends in demographics, births, housing development and real estate, and private school enrollment. This analysis also provided a context for historic patterns in Darien Public Schools' enrollment and a basis for developing future enrollment projections from available evidence and indicators. In particular, the Kindergarten enrollment numbers were derived from the Milone and MacBroom study, utilizing the medium growth projection.

The only exception to this practice of rolling enrollment numbers forward is the transition for the eighth to ninth grade wherein the persistence model continues to be used due to the consistent drop in enrollment Darien experiences presumably with 8th graders transitioning to private schools.

As done in the past, it is believed that this combination of data offers a better projection based on experience/trend. The attached is a draft and subject to modification.

A summary is detailed below:

Elementary: The original projection for October 1, 2016 was for 2,243 students (excluding ELP). The actual was 2,233 representing a difference of 10 students.

Middle School: The original projection for the Middlesex Middle School was 1,147 students and the actual enrollment as of October 1, 2016 is 1,133. A difference of 14 students.

High School: The original projection for Darien High School was 1,377 and the actual enrollment as of October 1, 2016 is 1,356. A difference of 21 students.

Impact of Existing Developments

Two development projects that are monitored reside with the Heights and the Kensett Lane-Darien properties.

Heights:

Housing from this development is as follows:

- 34 – One-bedroom units
- 54 – Two-bedroom units
- 18- Three-bedroom units
- 2 – Three bedroom units on West Ave

As of this current school year, October 1, 2016, a total of 50 students are presently enrolled in the Darien schools from this development. Of the total, 27 are enrolled at Royle, 14 are enrolled at the Middlesex Middle School, 3 are outplaced and 6 are attending Darien High School.

October 1, 2015, a total of 48 students were enrolled in Darien schools from this development. Of the total, 32 were enrolled at Royle Elementary School, 10 enrolled at Middlesex Middle School, 2 were outplaced and 4 were attending Darien High School.

October 1, 2014, a total of 48 students attended Darien schools from this development. Of the total, 28 attended elementary school (1PK), 10 attended middle school and 10 at the high school.

October 1, 2013, a total of 24 students were attending the Darien schools from this development. Of the total, 15 were attending elementary school, 3 were attending middle school and 6 attending high school.

Kensett Lane:

Kensett Lane is a 62 unit development located on the former Procaccini Property. This area is currently districted for Ox Ridge Elementary School. Presently, as of October 1, 2016, there are currently 62 market rate units complete. As of October 1, 2016, a total of 23 student are attending Darien Schools with 2 enrolled at the High School, 8 at the Middle School and 14 at the Elementary School.

As of October 1, 2015, a total of 29 students were attending Darien schools from this development with 3 enrolled in high school, 7 enrolled at Middlesex Middle school, 1 outplaced, and 17 enrolled at the elementary level.

Last year, as of October 1, 2014, a total of 12 students were attending Darien schools from this development.

As of October 1, 2013, a total of 5 students attended the Darien schools from this development.

Additional Factors: This development is proceeding with phase II of the project which entails the addition of 14 market rate condominiums. It is estimated that an additional 14 units may yield an additional 7 students in 2018.

Additional Long Term Projects for Consideration:

There are three pending long term projects that have been identified by the Planning and Zoning Department which involve large mixed use developments – one in the downtown and two in the Noroton Heights area. At the end of May, the following developments were identified:

Corbin Block Redevelopment - An application is currently pending to rezone the Corbin block in downtown Darien (the block formed by Corbin Drive, Boston Post Road, and I-95). The proposed zoning amendments would allow for an increase in building height, in this newly created zone, up to six stories (the current zoning allows up to three stories, under certain circumstances). The application also proposes an increase in the maximum size of residential units from 1,200 square feet (currently allowed) to 3,000 square feet.

The proposed number of residential units (which could be condominiums or apartments, but probably will be condominiums) was reported by news articles as 66 (Darien Times and Darienite.com, April 2016). The final number will be dependent on the specific zoning regulation amendments approved by the Planning & Zoning Commission. As noted by the developer a few months ago, the residential units are expected to be between one and three bedrooms in size.

As of May 2016, no formal development plans have yet been prepared pending P&Z's decision on the zoning map and regulation amendments in the next few months. A site plan/special permit application is expected to be submitted to P&Z in the fall of 2016, with no on-site demolition beginning until 2017 at the earliest. Due to the size of this redevelopment (it is proposed to include fourteen new buildings), and the fact that residential units will only be on upper floors; there will not likely be residents there until mid-2018 at the earliest. Estimated impact 30 children with 60% at the Elementary level. Area currently zoned for Tokeneke Elementary School.

Palmer Family Development (the block between Hollow Tree Ridge Road and Edgerton Street) –

The Palmer family submitted site plan concepts dated April 5, 2016 showing 59 new residential units. There are currently 2 residential units on-site. They also show an increase of about 2,000 square feet of new commercial space (retail, office and/or restaurant). This is still in concept form.

Proposed residential apartment or condominium units are on upper floors above commercial space. Currently, the zoning regulations allow a maximum residential unit size of 1,200 square feet, and part of the zoning regulation amendments would change that to allow a maximum residential unit size of 1,800 square feet. Estimated impact is 28 students with approximately 60% students. Area currently zoned for Royle Elementary School.

Federal Realty (the block between Edgerton Street and Noroton Avenue) - Similar to the Palmer proposal, this development is still in concept form. At this point, according to a May 4, 2016 memo submitted by Federal Realty, they are proposing 142 residential units, which is an increase of 140 residential units at this site. They expect the units to be one and two-bedroom apartments. They do not intend to sell any of the units or age-restrict any of the units. There will be on-site below market-rate units constructed. They are also proposing an increase of more than 20,000 square feet of new commercial space (retail, office and/or restaurant).

All of the proposed residential apartments are on upper floors above this new commercial space. Currently, the zoning regulations allow a maximum residential unit size of 1,200 square feet, and part of the regulation amendments they propose would change that to allow a maximum residential unit size of 1,800 square feet.

Due to their size, and the nature of the mixed-use redevelopments, construction on the Downtown and Noroton Heights proposals will not get started until mid-2017 at the earliest, and will take at least two to three years to complete. Estimated impact is approximately 65 students with 60% and/or 40 students. Area currently zoned for Royle Elementary School.

Historical Enrollment Data by Grade - Darien Public Schools

1951-1975

Year	Enrollment by Grade												SpEd	Total	K-5	6-8	9-12	
	K	1	2	3	4	5	6	7	8	9	10	11						12
1951	290	283	293	300	299	218	203	211	203	168	138	104	114	1	2,825	1,683	617	524
1952	384	314	298	294	304	292	226	203	203	196	153	119	102	2	3,090	1,886	632	570
1953	285	378	318	279	288	295	285	217	197	196	180	146	114	7	3,185	1,843	699	636
1954	344	326	397	329	307	305	310	287	234	205	176	170	150	6	3,546	2,008	831	701
1955	346	378	358	419	341	313	326	319	309	234	192	176	178	6	3,895	2,155	954	780
1956	365	366	381	357	419	342	318	327	324	285	209	181	183	13	4,070	2,230	969	858
1957	404	384	385	398	347	438	354	331	340	313	271	209	180	12	4,366	2,356	1,025	973
1958	376	414	395	403	394	348	435	348	317	317	281	267	204	18	4,517	2,330	1,100	1,069
1959	369	394	423	398	417	385	360	417	350	296	271	277	270	19	4,646	2,386	1,127	1,114
1960	406	394	419	435	396	419	400	357	400	318	282	265	270	19	4,780	2,469	1,157	1,135
1961	362	397	427	419	449	395	413	391	350	381	314	271	276	20	4,865	2,449	1,154	1,242
1962	388	385	427	422	430	447	412	407	386	343	349	307	267	16	4,986	2,499	1,205	1,266
1963	383	417	396	454	425	439	455	415	401	372	311	341	299	22	5,130	2,514	1,271	1,323
1964	376	371	406	372	453	433	446	423	424	385	349	322	350	12	5,122	2,411	1,293	1,406
1965	398	392	377	423	377	441	432	400	422	395	351	340	304	16	5,068	2,408	1,254	1,390
1966	405	389	384	385	427	376	441	422	393	399	367	335	335	19	5,077	2,366	1,256	1,436
1967	406	408	391	420	397	437	398	410	422	404	365	367	319	15	5,156	2,459	1,227	1,455
1968	377	415	395	402	425	399	434	383	409	423	343	357	354	10	5,126	2,413	1,226	1,477
1969	332	351	417	410	377	432	405	427	386	401	380	342	349	18	5,027	2,319	1,218	1,472
1970	333	356	363	419	417	371	431	410	422	384	378	370	331	23	5,008	2,259	1,263	1,463
1971	316	342	368	381	421	426	379	425	424	423	388	387	371	35	5,086	2,254	1,228	1,569
1972	299	318	368	375	397	410	435	382	426	428	409	378	403	28	5,056	2,167	1,243	1,618
1973	278	320	350	377	384	411	442	460	404	435	428	412	378	32	5,111	2,120	1,306	1,653
1974	291	309	328	366	388	398	424	438	455	396	398	405	397	30	5,023	2,080	1,317	1,596
1975	298	328	311	336	364	389	416	427	452	439	404	388	391	38	4,981	2,026	1,295	1,622

Historical Enrollment Data by Grade - Darien Public Schools

Year	ELP	Enrollment by Grade												Total	PK-5	6-8	9-12	
		Pre-K	K	1	2	3	4	5	6	7	8	9	10					11
1976	0	275	316	345	328	352	370	407	404	441	439	434	401	392	4904	1986	1252	1666
1977	0	224	288	332	339	342	352	386	401	396	413	432	432	383	4720	1877	1183	1660
1978	0	196	246	293	340	342	329	355	377	391	392	388	419	408	4476	1746	1123	1607
1979	0	202	230	262	287	341	351	319	358	370	372	386	388	430	4256	1673	1047	1536
1980	0	192	222	231	257	286	319	346	314	366	359	370	362	381	4005	1507	1026	1472
1981	0	179	213	212	227	246	270	337	322	321	348	348	368	371	3762	1347	980	1435
1982	0	155	198	195	203	235	242	269	319	332	301	313	342	365	3469	1228	920	1321
1983	0	185	192	190	201	207	236	242	248	317	304	279	302	337	3240	1211	807	1222
1984	0	205	199	190	193	202	210	223	240	258	294	288	268	290	3060	1199	721	1140
1985	0	231	192	193	183	193	201	215	231	238	238	280	288	268	2951	1193	684	1074
1986	0	226	218	195	205	176	186	202	215	223	223	244	281	278	2872	1206	640	1026
1987	0	245	210	207	183	198	173	180	201	203	204	215	243	271	2733	1216	584	933
1988	0	239	242	204	202	172	200	177	177	199	191	200	211	244	2658	1259	553	846
1989	0	241	237	240	212	203	177	203	166	178	182	184	195	214	2632	1310	547	775
1990	0	267	240	236	238	205	202	184	207	164	174	165	185	209	2676	1388	555	733
1991	0	283	268	230	233	235	205	204	180	193	156	171	157	193	2708	1454	577	677
1992	0	286	292	263	223	216	238	203	208	173	181	149	171	165	2768	1518	584	666
1993	0	317	285	290	261	221	203	225	198	202	169	178	153	176	2878	1577	625	676
1994	0	337	294	260	266	250	217	199	225	198	195	160	173	148	2942	1644	622	676
1995	6	323	336	306	306	285	245	212	196	225	195	184	158	167	3108	1771	633	704
1996	8	389	325	318	303	256	272	234	211	197	216	189	185	157	3260	1871	642	747
1997	14	325	394	298	308	291	245	262	218	204	166	202	183	190	3310	1875	884	751
1998	24	389	328	394	306	299	290	244	255	219	195	175	202	177	3497	2030	718	749
1999	24	387	377	326	396	307	286	279	245	266	203	192	174	200	3662	2103	790	769
2000	22	375	378	372	335	395	303	277	288	240	254	202	188	170	3799	2180	805	814
2001	27	372	358	361	361	325	372	307	280	291	222	256	197	188	3927	2176	878	873
2002	34	402	390	370	370	371	313	378	302	275	257	212	248	194	4116	2250	955	911
2003	41	409	401	386	372	366	369	315	371	296	252	248	209	249	4284	2344	982	958
2004	31	369	427	403	397	363	372	375	322	368	262	242	239	208	4378	2362	1065	951
2005	31	381	383	404	387	389	348	368	370	316	351	261	236	243	4468	2323	1054	1091
2006	29	381	397	379	397	375	387	353	376	371	315	330	257	240	4587	2345	1100	1142
2007	30	395	374	395	373	394	373	389	357	371	332	301	313	256	4653	2334	1117	1202
2008	52	365	398	369	405	363	389	392	386	355	342	323	280	308	4727	2341	1133	1253
2009	61	423	351	388	365	391	359	396	381	377	345	326	326	287	4778	2336	1156	1284
2010	66	378	420	357	369	374	384	377	398	383	361	336	316	322	4841	2348	1158	1335
2011	74	384	369	423	358	367	361	393	371	391	347	350	316	313	4817	2336	1155	1326
2012	64	389	393	371	433	373	358	378	389	368	352	332	334	312	4846	2381	1135	1330
2013	65	399	384	388	371	430	372	366	381	382	347	345	329	336	4895	2409	1129	1357
2014	79	375	405	380	392	365	408	381	374	369	372	335	334	330	4899	2404	1124	1371
2015	74	362	372	389	379	380	356	417	374	376	339	352	330	337	4847	2322	1167	1358
2016	89	360	373	400	380	382	355	415	376	375	340	349	328	337	4859	2339	1166	1354

Births for Darien, CT by Year and Month

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1990	22	32	19	20	20	15	28	25	15	22	15	24	257
1991	18	20	25	25	20	31	24	27	27	27	19	19	282
1992	20	25	25	25	15	22	28	23	22	19	18	17	259
1993	32	21	19	28	31	28	23	19	23	30	23	28	305
1994	19	27	33	25	28	28	23	20	30	26	24	26	309
1995	24	23	35	29	32	38	28	33	22	33	14	22	333
1996	23	23	28	26	19	28	24	31	28	32	24	30	316
1997	25	25	27	28	22	23	33	32	29	35	19	24	322
1998	26	18	28	32	32	38	23	15	28	30	29	20	319
1999	23	22	27	23	30	31	18	25	23	23	26	24	295
2000	24	13	19	22	36	38	31	13	23	34	29	31	313
2001	21	24	41	20	31	17	23	22	23	26	19	31	298
2002	26	17	14	33	24	18	27	22	20	13	28	18	260
2003	20	17	24	27	27	33	24	19	24	19	21	11	266
2004	18	14	24	27	40	19	32	28	17	23	14	24	280
2005	32	22	26	22	23	34	15	19	16	22	21	18	270
2006	24	17	21	22	19	20	23	28	23	19	29	8	253
2007	25	14	25	27	22	18	22	27	22	20	23	9	254
2008	18	9	20	21	23	21	25	19	16	18	12	24	226
2009	18	22	25	19	18	20	21	22	11	14	14	18	222
2010	17	8	18	13	24	24	17	12	10	13	28	15	199
2011	17	13	17	15	11	14	16	10	13	15	19	19	179
2012	15	19	8	18	18	8	14	16	15	18	16	11	176
2013	10	6	15	13	11	20	15	16	13	18	21	15	173
2014	12	19	13	16	16	15	17	23	17	19	18	13	198
2015	14	9	17	8	20	16	16	18	21	17	11	14	181
2016	10	18	12	21	14	19	20	15	11	1	.	.	141
Totals	553	497	605	605	626	636	610	579	542	586	534	513	6886

Birth data from Town Clerk's Office

* As of October 2016

Kindergarten Retentions by Year

Since the Beginning of Extended Day Program

School Year	Enrollment	Retentions	Percentage
1986-87	226	27	11.95%
1987-88	245	26	10.61%
1988-89	239	18	7.53%
1989-90	241	18	7.47%
1990-91	267	15	5.62%
1991-92	283	13	4.59%
1992-93	286	10	3.50%
1993-94	317	16	5.05%
1994-95	337	20	5.93%
1995-96	323	12	3.72%
1996-97	389	19	4.88%
1997-98	325	7	2.15%
1998-99	389	6	1.54%
1999-00	387	14	3.62%
2000-01	388	15	3.87%
2001-02	373	22	5.90%
2002-03	403	12	2.98%
2003-04	409	12	2.93%
2004-05	369	11	2.98%
2005-06	381	12	3.15%
2006-07	381	16	4.20%
2007-08	395	15	3.80%
2008-09	323	12	3.72%
2009-10	423	11	2.60%
2010-11	378	12	3.17%
2011-12	384	13	3.39%
2012-13	389	10	2.57%
2013-14	399	13	3.26%
2014-15	375	11	2.93%
2015-16	362	9	2.49%
2016-17	368	9	2.45%
Average	347	14	4.05%

Full day kindergarten begins

Kindergarten Projection Calculation

2017-18



In 2015-16 the Board of Education hired Milone and MacBroom to perform an enrollment analysis and projection. The analysis report was completed in January 2015.

The report examined factors that influenced school enrollments, namely trends in demographics, births, housing, development and real estate, and private enrollment. The analysis provided context for historic patterns in Darien Public Schools' enrollments and a basis for developing future enrollment projections for the best available indicators and evidence.

Milone and MacBroom developed the kindergarten projections based on a low, medium and high growth model. For purposes of this projection, the medium growth model was used.

Medium Growth

2017-18	347
2018-19	355
2019-20	388
2020-21	382
2021-22	378

Elementary Class Size Criteria

The Darien Board of Education Class Size Guidelines Follow:

1977

	Recommended	Maximum
K	20	25
1	22	27
2	22	27
3	25	30
4	25	30
5	25	30

1984

	Recommended	Maximum
K	20	25
1	20	25
2	22	27
3	22	27
4	25	30
5	25	30

1987

	Recommended	Optimal	Maximum
K	19	20-22	23
1	19	20-22	23
2	20	21-24	25
3	20	21-24	25
4	21	22-25	26
5	21	22-25	26

2016

	Low End	Optimal	High End
K	18	19-21	22
1	18	19-21	22
2	19	20-22	23
3	19	20-22	23
4	20	21-23	24
5	20	21-23	24

ELEMENTARY OCTOBER 1ST ENROLLMENTS 2006-2016

% Increase
2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2006 v 2016

Hindley

PK	27	29	30	26	22	0	-	82	63	82	-3.5%	
K	85	77	78	102	92	84	91	82	92	82	-3.5%	
1	83	82	77	82	100	92	88	88	80	86	-21.7%	
2	77	86	85	69	94	105	92	88	88	79	15.6%	
3	82	70	94	89	69	92	107	96	93	88	-1.2%	
4	67	80	68	92	97	69	97	114	93	90	28.4%	
5	68	71	82	69	90	91	72	95	110	95	29.4%	
Total	462	466	511	532	572	559	569	566	556	501	491	6.3%

Holmes

PK	85	89	75	95	72	82	79	92	90	71	88	3.5%
K	85	85	90	72	80	67	80	80	90	90	67	-28.7%
1	94	85	90	72	80	67	80	80	90	90	67	-28.7%
2	71	84	79	86	66	74	69	75	75	87	93	31.0%
3	92	72	84	84	74	63	78	69	73	78	81	-12.0%
4	70	85	64	81	73	67	61	78	68	69	77	10.0%
5	71	69	84	65	75	66	64	61	77	67	66	-7.0%
Total	483	484	476	483	440	419	431	455	473	462	472	-2.3%

Ox Ridge

PK	76	86	78	87	78	66	77	72	56	79	71	-6.6%
K	83	72	85	73	93	79	68	70	81	49	73	-12.0%
1	84	89	68	83	70	94	79	71	75	90	50	-40.5%
2	87	82	91	64	79	73	95	76	75	76	90	3.4%
3	98	88	86	88	70	84	78	92	74	77	77	-21.4%
4	83	94	86	83	83	69	77	77	88	70	74	-10.8%
5	83	94	86	83	83	69	77	77	88	70	74	-10.8%
Total	511	511	494	478	473	465	474	458	449	456	451	-11.7%

Royle

PK	69	90	69	76	65	71	69	80	66	78	65	-5.8%
K	79	67	92	66	76	60	71	69	72	68	77	-2.5%
1	79	67	92	66	76	60	71	69	72	68	77	-2.5%
2	77	76	76	63	86	59	65	65	69	64	63	-4.5%
3	66	76	76	63	86	59	65	65	69	64	63	-4.5%
4	79	65	73	72	60	82	65	67	67	68	59	-25.3%
5	84	78	78	64	74	72	63	80	68	63	64	-23.8%
Total	454	452	441	444	419	409	413	452	442	433	414	-8.8%

Tokeneke

PK	27	32	36	48	42	34	41	31	29			
K	66	53	65	63	71	81	73	73	71	71	62	-6.1%
1	58	68	54	58	71	86	74	82	79	71	71	22.4%
2	70	60	70	57	67	76	68	82	75	79	81	15.7%
3	70	73	60	65	61	71	88	65	82	73	83	18.6%
4	61	76	72	58	74	65	72	79	63	76	78	27.9%
5	81	61	73	68	64	72	65	71	70	61	71	-12.3%
Total	406	391	421	401	444	484	494	478	484	470	475	17.0%

Grand Total 2316 2304 2343 2338 2348 2336 2381 2409 2404 2322 2303 -0.6%

2017-18

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**Darien Public Schools
2017-18 Enrollment and Sections
Projected for October 1, 2017**

Enrollment School	ELP	Grade					Total	
		K	1	2	3	4		5
Hindley		82	82	65	89	81	86	485
Holmes		71	88	67	93	81	77	477
Ox Ridge	21	64	71	73	50	90	77	446
Royle	32	64	65	77	61	63	59	421
Tokeneke	37	66	62	71	81	83	78	478
	90	347	368	353	374	398	377	2,307
Using 3 Year Persistence	90	347	366	351	375	391	362	2,282
	90	347	352	358	376	398	364	2,285

Classroom Sections School	ELP	Grade					Total	
		K	1	2	3	4		5
Hindley		4	4	3	4	4	4	23
Holmes		4	4	3	5	4	4	24
Ox Ridge	2	3	4	4	3	4	4	24
Royle	3	3	3	4	3	3	3	22
Tokeneke	3	3	3	4	4	4	4	25
	8	17	18	18	19	19	19	118

Average Class Size** School	ELP	Grade					Average	
		K	1	2	3	4		5
Hindley		20.5	20.5	21.7	22.3	20.3	21.5	21
Holmes		17.8	22.0	22.3	18.6	20.3	19.3	20
Ox Ridge*	10.5	21.3	17.8	18.3	16.7	22.5	19.3	19
Royle	10.7	21.3	21.7	19.3	20.3	21.0	19.7	21
Tokeneke	12.3	22.0	20.7	17.8	20.3	20.8	19.5	20

Section Changes from Previous Year School	ELP	Grade					Total	
		K	1	2	3	4		5
Hindley		0	0	1	(1)	0	0	0
Holmes		0	0	(1)	(1)	1	0	1
Ox Ridge*	0	(1)	0	1	(1)	0	0	(1)
Royle	0	0	(1)	1	0	0	0	0
Tokeneke	0	0	(1)	(1)	0	0	1	0
	0	(1)	(1)	0	0	0	2	0

** ELP not included in class size average

Elementary Class Size Standard

Grade	Standard					
	K	1	2	3	4	5
Low End	18	18	19	19	20	20
Optimal	19-21	19-20	20-22	20-22	21-23	21-23
High End	22	22	23	23	24	24

Enrollment Projection School	Grade					Total
	6	7	8	Roll	Persist	
Middlesex	363	356	405	1,124	1,124	Roll
	369	353	401	1,123	1,123	Persist
	382	367	413	1,162	1,162	M/M

Enrollment K-12 Excluding ELP	ACT EST.					Chg
	10/1/16	10/1/2017	2015-2016	2015-2016	2015-2016	
Elementary Schools K-5	2,233	2,217			(16)	
Middle School 6-8	1,133	1,124			(9)	
High School 9-12	1,356	1,375			19	
Total	4,722	4,716			(6)	

Absorption Rate School	Grade					
	K	1	2	3	4	5
Hindley	7.0	7.0	5.0	4.0	16.0	11.0
Holmes	18.0	1.0	3.0	23.0	16.0	20.0
Ox Ridge	3.0	18.0	20.0	20.0	7.0	20.0
Royle	3.0	2.0	16.0	9.0	10.0	14.0
Tokeneke	1.0	5.0	22.0	12.0	14.0	19.0

Darien Public Schools
2018-19 Enrollment and Sections
Projected for October 1, 2018

Elementary Class Size Standard

Grade	K	1	2	3	4	5
Low End	18	18	19	19	20	20
Optimal	19-21	19-20	20-22	20-22	21-23	21-23
High End	22	22	23	23	24	24

School	ELP	K	1	2	3	4	5	Total
Hindley		75	82	82	65	89	81	474
Holmes		74	71	88	67	93	81	474
Ox Ridge*	21	65	64	71	73	50	90	434
Royle	32	66	64	65	77	61	63	428
Tokeneke	37	75	66	62	71	81	83	475
	90	355	347	368	353	374	398	2,285
	90	355	343	364	350	368	377	2,247
	90	355	350	348	361	371	384	2,259

Enrollment Projection

School	6	7	8	Total
Middlesex	377	363	356	1,096
	366	362	351	1,079
	373	389	357	1,119

Classroom Sections

School	ELP	K	1	2	3	4	5	Total
Hindley		4	4	4	3	4	4	23
Holmes		4	4	4	3	4	4	23
Ox Ridge*	2	3	3	4	4	3	4	23
Royle	3	3	3	4	4	3	3	22
Tokeneke	3	4	3	3	4	4	4	25
	8	18	17	18	18	18	19	116

DHS	9	10	11	12	Total
	377	351	351	329	1,408
	373	336	330	324	1,363
	398	353	332	338	1,421

Average Class Size**

School	ELP	K	1	2	3	4	5	Average
Hindley		18.8	20.5	20.5	21.7	22.3	20.3	20.7
Holmes		18.5	17.8	22.0	22.3	23.3	20.3	20.7
Ox Ridge*	10.5	21.7	21.3	17.8	18.3	16.7	22.5	19.7
Royle	10.7	22.0	21.3	21.7	19.3	20.3	21.0	20.9
Tokeneke	12.3	18.8	22.0	20.7	17.8	20.3	20.8	20.0

** ELP not included in class size average

Section Changes from Previous Year

School	ELP	K	1	2	3	4	5	Total
Hindley		0	0	1	(1)	0	0	0
Holmes		0	0	1	(2)	0	0	(1)
Ox Ridge*	0	0	(1)	0	1	(1)	0	(1)
Royle	0	0	0	(1)	1	0	0	0
Tokeneke	0	1	0	(1)	0	0	0	0
	0	1	(1)	0	(1)	(1)	0	(2)

Enrollment K-12

Excluding ELP	EST. 10/1/17	EST. 10/1/2018	Chg 2016-17
Elementary Schools K-5	2,217	2,195	(22)
Middle School 6-8	1,124	1,096	(28)
High School 9-12	1,375	1,408	33
Total	4,716	4,699	(17)

Absorption Rate FACTOR 4

School	K	1	2	3	4	5
Hindley	14.0	7.0	11.0	5.0	8.0	16.0
Holmes	15.0	18.0	5.0	3.0	4.0	16.0
Ox Ridge*	2.0	3.0	22.0	20.0	23.0	7.0
Royle	1.0	3.0	5.0	16.0	12.0	10.0
Tokeneke	14.0	1.0	8.0	22.0	16.0	14.0

Darien Public Schools
2019-20 Enrollment and Sections
Projected for October 1, 2019

Enrollment School	ELP	K	1	2	3	4	5	Total
Hindley		87	75	82	82	65	89	480
Holmes		82	74	71	88	67	93	475
Ox Ridge*	21	73	65	64	71	73	50	417
Royle	32	70	66	64	65	77	61	435
Tokeneke	37	76	75	66	62	71	81	468
	90	388	355	347	368	353	374	2,275
	90	388	350	342	364	345	353	2,232
	90	388	357	346	351	356	358	2,246

Elementary Class Size Standard

Grade	K	1	2	3	4	5
Low End	18	18	19	19	20	20
Optimal	19-21	19-20	20-22	20-22	21-23	21-23
High End	22	22	23	23	24	24

Enrollment Projection

School	6	7	8	Total
Middlesex	398	377	363	1,138
	380	359	359	1,098
	393	379	378	1,150

Classroom Sections

School	ELP	K	1	2	3	4	5	Total
Hindley		4	4	4	4	3	4	23
Holmes		4	4	4	4	3	4	23
Ox Ridge*	2	4	3	3	4	4	3	23
Royle	3	4	3	3	3	4	3	23
Tokeneke	3	4	4	3	3	3	4	24
	8	20	18	17	18	17	18	116

Average Class Size**

School	ELP	K	1	2	3	4	5	Average
Hindley		21.8	18.8	20.5	20.5	21.7	22.3	20.9
Holmes		20.5	18.5	17.8	22.0	22.3	23.3	20.7
Ox Ridge*	10.5	18.3	21.7	21.3	17.8	18.3	16.7	19.0
Royle	10.7	17.5	22.0	21.3	21.7	19.3	20.3	20.3
Tokeneke	12.3	19.0	18.8	22.0	20.7	23.7	20.3	20.7

Section Changes from Previous Year

School	ELP	K	1	2	3	4	5	Total
Hindley		0	0	0	1	(1)	0	0
Holmes		0	0	0	1	(1)	0	0
Ox Ridge*	0	1	0	(1)	0	1	(1)	0
Royle	0	1	0	0	(1)	1	0	1
Tokeneke	0	0	1	0	(1)	(1)	0	(1)
	0	2	1	(1)	0	(1)	(1)	0

DHS	9	10	11	12	Total
	333	377	351	351	1,412
	329	359	329	332	1,349
	344	387	344	334	1,409

Enrollment K-12

Enrollment K-12	ACT	EST.	Chg
Excluding ELP	10/1/18	10/1/2019	2017-18
Elementary Schools K-5	2,195	2,185	(10)
Middle School 6-8	1,096	1,138	42
High School 9-12	1,408	1,412	4
Total	4,699	4,735	36

Absorption Rate FACTOR 4

School	K	1	2	3	4	5
Hindley	2.0	14.0	11.0	11.0	8.0	8.0
Holmes	7.0	15.0	22.0	5.0	6.0	4.0
Ox Ridge*	16.0	2.0	6.0	22.0	24.0	23.0
Royle	19.0	1.0	6.0	5.0	20.0	12.0
Tokeneke	13.0	14.0	4.0	8.0	2.0	16.0

**Darien Public Schools
2020-21 Enrollment and Sections
Projected for October 1, 2020**

Enrollment School	ELP	Elementary Class Size Standard					Total
		K	1	2	3	4	
Hindley		86	87	75	82	82	477
Holmes		81	82	74	71	88	463
Ox Ridge*	21	71	73	65	64	71	438
Royle	32	69	70	66	64	65	443
Tokeneke	37	75	76	75	66	62	462
	90	382	388	355	347	368	2,283
	90	382	384	348	342	358	2,236
	90	382	391	353	348	346	2,254

Enrollment School	ELP	Elementary Class Size Standard					Total	
		K	1	2	3	4		5
		Low End	18	18	19	19		20
		19-21	19-20	20-22	20-22	21-23	21-23	
		High End	22	22	23	23	24	

Enrollment School	Middlesex	Enrollment Projection					Total
		6	7	8	8	8	
		374	398	377	377	1,499	Roll
		357	374	357	357	1,088	Persist
		366	400	369	369	1,135	M/M

Classroom Sections School	ELP	Elementary Class Size Standard					Total
		K	1	2	3	4	
Hindley		4	4	4	4	4	23
Holmes		4	4	4	4	4	23
Ox Ridge*	0	4	4	3	3	3	21
Royle	3	4	4	3	3	3	24
Tokeneke	3	4	4	4	3	3	24
	6	20	20	18	17	17	115

Classroom Sections School	ELP	Enrollment Projection					Total
		9	10	11	12	12	
DHS		339	333	377	351	351	1,400
		336	316	352	331	331	1,335
		364	334	377	346	346	1,421

Average Class Size** School	ELP	Elementary Class Size Standard					Average
		K	1	2	3	4	
Hindley		21.5	21.8	18.8	20.5	20.5	21.7
Holmes		20.3	20.5	18.5	17.8	22.0	22.3
Ox Ridge*		17.8	18.3	21.7	21.3	23.7	18.3
Royle	10.7	17.3	17.5	22.0	21.3	21.7	19.3
Tokeneke	12.3	18.8	19.0	18.8	22.0	20.7	23.7

Section Changes from Previous Year School	ELP	Elementary Class Size Standard					Total
		K	1	2	3	4	
Hindley		0	0	0	0	1	(1)
Holmes		0	0	0	0	1	(1)
Ox Ridge*	0	0	1	0	(1)	(1)	1
Royle	0	0	1	0	0	(1)	1
Tokeneke	0	0	0	1	0	0	(1)
	0	0	2	1	(1)	0	(1)

Enrollment K-12 Excluding ELP	ACT					EST.
	10/1/19	10/1/2020	10/1/19	10/1/2020	10/1/2020	
Elementary Schools K-5			2,185		2,193	8
Middle School 6-8			1,138		1,149	11
High School 9-12			1,412		1,400	(12)
Total			4,735		4,742	7

Absorption Rate School	FACTOR 4					
	K	1	2	3	4	5
Hindley	3.0	2.0	18.0	11.0	15.0	8.0
Holmes	8.0	7.0	19.0	22.0	9.0	6.0
Ox Ridge*	18.0	16.0	5.0	6.0	2.0	24.0
Royle	20.0	19.0	4.0	6.0	8.0	20.0
Tokeneke	14.0	13.0	18.0	4.0	11.0	2.0

**Darien Public Schools
2021-22 Enrollment and Sections
Projected for October 1, 2021**

Enrollment School	ELP	K	1	2	3	4	5	Total
Hindley		85	86	87	75	82	82	497
Holmes		80	81	82	74	71	88	476
Ox Ridge*	21	71	71	73	65	64	71	436
Royle		32	68	69	70	66	65	434
Tokeneke		37	74	75	76	75	66	465
		90	378	382	388	355	347	2,308
		90	378	377	382	348	336	2,255
		90	378	384	387	355	344	2,272

Grade	Elementary Class Size Standard				
	K	1	2	3	5
	Low End	18	18	19	19
Optimal	19-21	19-20	20-22	20-22	21-23
High End	22	22	23	23	24

Enrollment Projection School	6					7					8					Total
	Roll	Persist	M/M	Roll	Persist	M/M	Roll	Persist	M/M	Roll	Persist	M/M	Roll	Persist	M/M	Total
Middlesex				353	374	398	336	351	372	352	373	389	1,125	1,059	1,114	

Classroom Sections School	ELP	K	1	2	3	4	5	Total
Hindley		4	4	4	4	4	4	24
Holmes		4	4	4	4	3	4	23
Ox Ridge*	2	4	4	4	3	3	3	23
Royle		3	4	4	3	3	3	24
Tokeneke		3	4	4	4	3	3	25
		8	20	20	18	16	17	119

Enrollment Projection School	9				10				11				12				Total
	Roll	Persist	M/M	Roll	Persist	M/M	Roll	Persist	M/M	Roll	Persist	M/M	Roll	Persist	M/M	Total	
DHS				352	339	333	377	354	354	356	354	326	379	1,401	1,319	1,415	

Average Class Size** School	ELP	K	1	2	3	4	5	Average
Hindley		21.3	21.5	21.8	18.8	20.5	20.5	20.7
Holmes		20.0	20.3	20.5	18.5	23.7	22.0	20.8
Ox Ridge*	10.5	17.8	17.8	18.3	21.7	21.3	23.7	20.1
Royle		10.7	17.0	17.3	22.0	21.3	21.7	19.5
Tokeneke		12.3	18.5	18.8	19.0	18.8	22.0	19.6

Section Changes from Previous Year School	ELP	K	1	2	3	4	5	Total
Hindley		0	0	0	0	0	1	1
Holmes		0	0	0	0	(1)	1	0
Ox Ridge*	0	0	1	0	0	0	(1)	0
Royle		0	0	1	0	0	(1)	0
Tokeneke		0	0	0	1	0	0	1
		0	0	2	1	(1)	0	2

Enrollment K-12 Excluding ELP	ACT 10/1/20				EST. 10/1/2021				Chg
	2019-20	2020-21	2021-22	2022-23	2019-20	2020-21	2021-22	2022-23	2019-20
Elementary Schools K-5					2,193				25
Middle School 6-8					1,149				(24)
High School 9-12					1,400				1
Total					4,742				2

Absorption Rate FACTOR 4 School	K				
	1	2	3	4	5
Hindley	4.0	3.0	6.0	18.0	15.0
Holmes	9.0	8.0	11.0	19.0	9.0
Ox Ridge*	18.0	18.0	20.0	5.0	2.0
Royle	21.0	20.0	23.0	4.0	8.0
Tokeneke	15.0	14.0	17.0	18.0	11.0

FUTURE COHORT ANALYSIS - ESTIMATED - 2016-2021

ACT.	10.1.16	10.1.17	10.1.18	10.1.19	10.1.20	10.1.21
	488	485	474	480	477	497
	0	0	0	0	0	0
	82	82	82	87	86	86
	85	82	82	82	87	86
	65	65	65	65	75	87
	89	89	89	89	82	75
	81	81	81	81	82	82
	81	81	81	81	82	82
	86	86	86	86	82	82
	5	5	5	5	5	5
	4	4	4	4	4	4
	3	3	3	3	3	3
	2	2	2	2	2	2
	1	1	1	1	1	1
	K	K	K	K	K	K
	Prek	Prek	Prek	Prek	Prek	Prek
	Hindley	Hindley	Hindley	Hindley	Hindley	Hindley

ACT.	10.1.16	10.1.17	10.1.18	10.1.19	10.1.20	10.1.21
	472	477	474	475	463	476
	0	0	0	0	0	0
	88	88	88	82	81	80
	67	71	74	74	82	81
	93	88	88	88	82	81
	81	81	81	81	88	88
	93	93	93	93	88	88
	81	81	81	81	88	88
	77	77	77	77	88	88
	66	66	66	66	67	67
	5	5	5	5	5	5
	4	4	4	4	4	4
	3	3	3	3	3	3
	2	2	2	2	2	2
	1	1	1	1	1	1
	K	K	K	K	K	K
	Prek	Prek	Prek	Prek	Prek	Prek
	Holmes	Holmes	Holmes	Holmes	Holmes	Holmes

ACT.	10.1.16	10.1.17	10.1.18	10.1.19	10.1.20	10.1.21
	451	445	433	416	438	436
	16	20	20	20	21	21
	71	64	65	73	71	71
	73	71	64	64	73	71
	50	50	50	50	65	65
	90	90	90	73	71	73
	77	77	73	71	71	71
	74	77	73	73	64	64
	5	5	5	5	5	5
	4	4	4	4	4	4
	3	3	3	3	3	3
	2	2	2	2	2	2
	1	1	1	1	1	1
	K	K	K	K	K	K
	Prek	Prek	Prek	Prek	Prek	Prek
	Ox Ridge	Ox Ridge	Ox Ridge	Ox Ridge	Ox Ridge	Ox Ridge

ACT.	10.1.16	10.1.17	10.1.18	10.1.19	10.1.20	10.1.21
	414	421	435	443	434	434
	25	32	32	32	32	32
	65	64	66	70	69	68
	77	65	64	66	70	69
	61	61	65	65	66	66
	63	61	64	64	66	66
	59	59	61	65	65	65
	64	63	63	64	64	64
	5	5	5	5	5	5
	4	4	4	4	4	4
	3	3	3	3	3	3
	2	2	2	2	2	2
	1	1	1	1	1	1
	K	K	K	K	K	K
	Prek	Prek	Prek	Prek	Prek	Prek
	Rovle	Rovle	Rovle	Rovle	Rovle	Rovle

ACT.	10.1.16	10.1.17	10.1.18	10.1.19	10.1.20	10.1.21
	475	478	475	468	462	465
	29	37	37	37	37	37
	62	66	66	66	66	66
	71	62	62	62	62	62
	81	81	81	81	81	81
	83	83	83	83	83	83
	78	78	78	78	78	78
	71	71	71	71	71	71
	5	5	5	5	5	5
	4	4	4	4	4	4
	3	3	3	3	3	3
	2	2	2	2	2	2
	1	1	1	1	1	1
	K	K	K	K	K	K
	Prek	Prek	Prek	Prek	Prek	Prek
	Tokeneke	Tokeneke	Tokeneke	Tokeneke	Tokeneke	Tokeneke

COLOR: follow class size from year to year

DHS	9	10	11	12	Total
10.1.16	351	329	344	332	1,356
10.1.17	351	329	344	332	1,375
10.1.18	377	351	361	329	1,408
10.1.19	333	377	351	361	1,412
10.1.20	339	333	377	351	1,400
10.1.21	352	339	333	377	1,401

MMS	5	7	8	Total
10.1.16	356	405	372	1,133
10.1.17	363	356	405	1,124
10.1.18	377	363	356	1,096
10.1.19	398	377	363	1,138
10.1.20	374	398	377	1,149
10.1.21	353	374	398	1,125

Memorandum

To: Dr. Daniel Brenner, Superintendent of Schools

From: Michael E. Feeney, Director of Finance & Operations
 Michael Lynch, Director of Facilities

Date: October 14, 2016

RE: Report on School Enrollment and Space Utilization

The following report provides summary information pertaining to current and projected enrollment as it relates to space utilization.

Secondary School enrollment trends and Space Utilization

At Middlesex Middle School and Darien High School, actual enrollment numbers for the 2016-17 school year and the prior four years, along with projections for the 5-year period of 2017 through 2021-22, are shown below:

Secondary School	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Middlesex MS	1,129	1,124	1,167	1,166	1,133	1,124	1,096	1,138	1,149	1,125
Darien HS	1,357	1,371	1,358	1,354	1,356	1,375	1,408	1,412	1,400	1,401

At the Middle School, projections indicate that enrollment will decrease by approximately 9 students in 2016-17. However, the Milone and MacBroom report project the Middle School to slightly increase in 2017-18.

At Darien High School, projections indicate that enrollment will increase by 19 students. Further, in 2018-19 projected enrollment increases to 1,408 students, which represents an increase of 52 students from current enrollment.

Elementary Schools Enrolment Trends and Space utilization

The attached tables summarize PK-5 classroom inventory and utilization based on current 2015-16 enrollment and projected 2016-17 enrollment.

MEF/kcb

2017-18 2

Darien Public Schools
2017-18 Enrollment and Sections
Projected for October 1, 2017

School	ELP	Enrollment					Total	
		K	1	2	3	4		
Hindley		82	82	65	89	81	86	485
Holmes		71	88	67	93	81	77	477
Ox Ridge		21	64	71	73	50	90	446
Royle		32	64	65	77	61	63	421
Tokeneke		37	66	62	71	81	83	478
	90	347	368	353	374	398	377	2,307
	90	347	366	351	375	391	362	2,282
	90	347	352	358	376	398	364	2,285

Using 3 Year Persistence

School	ELP	K	1	2	3	4	5	Total
Hindley		4	4	3	4	4	4	23
Holmes		4	4	3	5	4	4	24
Ox Ridge		2	3	4	3	4	4	24
Royle		3	3	4	4	3	3	22
Tokeneke		3	3	3	4	4	4	25
	8	17	18	18	19	19	19	118

Average Class Size**

School	ELP	K	1	2	3	4	5	Average
Hindley		20.5	20.5	21.7	22.3	20.3	21.5	21
Holmes		17.8	22.0	22.3	18.6	20.3	19.3	20
Ox Ridge*		10.5	21.3	17.8	18.3	16.7	22.5	19
Royle		10.7	21.3	21.7	19.3	20.3	21.0	21
Tokeneke		12.3	22.0	20.7	17.8	20.3	20.8	20

Section Changes from Previous Year

School	ELP	K	1	2	3	4	5	Total
Hindley		0	0	1	(1)	0	0	0
Holmes		0	0	0	(1)	1	0	1
Ox Ridge*		0	(1)	0	1	(1)	0	(1)
Royle		0	0	(1)	1	0	0	0
Tokeneke		0	0	(1)	0	0	1	0
	0	(1)	(1)	0	0	0	2	0

** ELP not included in class size average

Elementary Class Size Standard

Grade	Standard				
	K	1	2	3	4
Low End	18	18	19	19	20
Optimal	19-21	19-20	20-22	20-22	21-23
High End	22	22	23	23	24

Enrollment Projection

School	6	7	8	Total
Middlesex	363	356	405	1,124
	369	353	401	1,123
	382	367	413	1,162

	9	10	11	12	Total
DHS	351	351	329	344	1,375
	351	337	321	346	1,355
	363	341	337	354	1,395

Enrollment K-12

Excluding ELP	10/1/16	10/1/2017	Chg
Elementary Schools K-5	2,233	2,217	(16)
Middle School 6-8	1,133	1,124	(9)
High School 9-12	1,356	1,375	19
Total	4,722	4,716	(6)

Absorption Rate

School	K	1	2	3	4	5
Hindley	7.0	7.0	5.0	4.0	16.0	11.0
Holmes	18.0	1.0	3.0	23.0	16.0	20.0
Ox Ridge	3.0	18.0	20.0	20.0	7.0	20.0
Royle	3.0	2.0	16.0	9.0	10.0	14.0
Tokeneke	1.0	5.0	22.0	12.0	14.0	19.0

CLASSROOM INVENTORY AND UTILIZATION

	HINDLEY			HOLMES			OX RIDGE			ROYLE			TOKENEKE		
	2007-08	2015-16	2016-17	2007-08	2015-16	2016-17	2007-08	2015-16	2016-17	2007-08	2015-16	2016-17	2007-08	2015-16	2016-17
Classroom Inventory															
Permanent Classrooms	29	27***	27***	27	27	27	28	28	28	26	26	26	28	28	28
Portables	4	4	4	0	2	2	4	4	4	3	3	3	0	0	0
Total Classrooms	33	31	31	27	29	29	32	32	32	29	29	29	28	28	28

	K-5 Classroom			Art	Music	Computer Lab	Resource	Early Learning Program	Therapeutic Learning Center	Prep	Idea	Offices	Specialists	Total
	2007-08	2015-16	2016-17											
Classroom Utilization														
K-5 Classroom	22	24	23	22	22	24	24	24	22	22	24	24	22	23
Art	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Music	2	2	2	1	2	2	2	2	2	2	2	2	2	2
Computer Lab	1	1	0	1	1	0	1	1	0	1	0	1	0	1
Resource	1	0.5	2	1	1	0	0	0	0	2	0	2	0	2
Early Learning Program	4	0	0	0	0	0	0	0	0	0	0	0	0	0
Therapeutic Learning Center	0	0	0	0	0	0	4	0	2	0	0	0	0	0
Prep	0	0	0	1	1	1	1	1	0	1	1	1	0	0
Idea	0.5	0.5	0.5	0	1	0.5	0	0	1	0.75	0.5	0.5	0	0.5
Offices	0.25	1	1	0	1	1.5	0	0	2	0	0.5	1.5	0	1.5
Specialists	1	2	2	0	1	1	0	0	****1	0.25	0	0	0	0
Total	32.75	32	32	27	31	31	32	32	32	29	30	30	26	28.5

*New Tokeneke school opened January 2008

**Room 212 has been split into 2 rooms used as a learning center.

**Room 143 has been split into 2 rooms used as a DLC.

*** Music and Idea share a half-size room

**** Mini gym - PT

BUILDING, SITE AND CORE AREA INVENTORY

	Hindley	Holmes	Ox Ridge	Royle	Tokeneke (new)
Gross square feet	56,495	63,266	58,344	57,450	66,714
Size of common room (s.f.)	2,480	2,240	2,080	1,530	2,016
Common room allowable occupancy	165	149	139	102	134
Size of auditorium (s.f.)	N.A.	N.A.	N.A.	1,650	N.A.
Auditorium allowable occupancy	N.A.	N.A.	N.A.	165	N.A.
Size of gymnasium (s.f.)	2,400	2,616	2,799	2,325	2,442
Size of library (s.f.)	3,004	2906*	2,496	3,068	3,367
Total site acreage	8	8	10	8	12
Acres of playing fields	4	4	3	3	4

* Does not include the space occupied by the computer lab.

DARIEN PUBLIC SCHOOLS
Darien, Connecticut

PROPOSED

2017-2018 BUDGET CALENDAR

2017

JANUARY 5TH, THURSDAY
Board of Education
Meeting Room
7:30 p.m.

Special Board of Education Meeting
1) Review of 2017-2018 Budget
Book Structure and Format

2) Presentation of Superintendent's
Proposed Budget for 2017-2018
Including Major Budget Proposals

JANUARY 7TH, SATURDAY
Board of Education
Meeting Room
8:30 a.m.

Regular Board of Education Meeting
1) Personnel, Operating and Equipment
Proposed Budgets of:

JANUARY 21ST, SATURDAY
(snow date)

RC 01 Darien High School
RC 03 Middlesex Middle School
RCs 05, 07, 08, 09 and 10 - Elementary Schools
RC 11 Physical Education/Athletics
RC 12/25 Facilities/Fixed Expenses/ Capital Plan
RC 13 Music
RC 14 Art
RC 21 Library/Media
RC 15 Technology
RC 17 Health
RC 22 Technology Education
RC 15 Technology
RC 24 Special Education
RC 26 Early Learning Program
RC 19/23 Curriculum/Summer School
RC 20 Finance
RC 16 Administration
RC 18 Personnel/Human Resources

JANUARY 10TH, TUESDAY

Board of Education
Meeting Room
7:30 p.m.

Regular Board of Education Meeting
1) Meeting with Board of Finance

JANUARY 24TH, TUESDAY

Board of Education
Meeting Room
7:30 p.m.

Regular Board of Education Meeting

- 1) Meeting with RTM Education and Finance & Budget Committees
- 2) Unfinished Business on 2017-2018 Proposed Budget
- 3) Board of Education Discussion of Budget Modifications under consideration

JANUARY 31ST, TUESDAY

Town Hall
Auditorium
7:00 p.m.

Special Board of Education Meeting

- 1) Public Hearing on 2017-2018 Proposed Budget
- 2) Final Budget Review as needed

FEBRUARY 14TH, TUESDAY

Board of Education
Meeting Room
7:30 p.m.

Regular Board of Education Meeting

- 1) Approval of 2017-2018 Board of Education Budget

NOTE: School Winter Break February 16th through February 21st

FEBRUARY 28TH, TUESDAY

Board of Education
Meeting Room
7:30 p.m.

Regular Board of Education Meeting

MARCH 7TH, TUESDAY

Town Hall Room 206
7:30 p.m.

LEGAL DATE: Board of Finance meeting at which 2017-2018 Board of Education Recommended Budget is submitted.

MARCH
(during the 2nd week of March)

LEGAL DATE: Publication of 2017-2018 Recommended Budget in Newspapers.

MARCH 14TH, TUESDAY

Town Hall
Auditorium
7:30 p.m.

LEGAL DATE: Board of Finance Public Hearing on Budget

MARCH 15TH, WEDNESDAY

Board of Education (Wed., March 15th instead of Tuesday, March 14th)
Meeting Room
7:30 p.m.

Regular Board of Education meeting

MARCH 18TH, SATURDAY **Tour of Schools -- starting in MIDDLESEX ROTUNDA**
8:00 a.m. to approx. 11:30 a.m.

MARCH 28TH, TUESDAY **Regular Board of Education meeting**

Board of Education **Update on Projected Elementary Enrollment;**
Meeting Room **Recommendation to the Board on any Budget Changes**
7:30 p.m.

March , , (exact date(s) to be confirmed by Board of Finance)
Town Hall
Conference Room 206 **Board of Finance - Work Session with Board of Education**
7:30 p.m. **Review Board of Education Budget.**

APRIL TH, TUESDAY **Board of Finance – Preliminary Vote on Budget**
Town Hall
Conference Room 206
7:30 p.m.

APRIL TH, THURSDAY **Board of Finance – Final Vote on Budget**
(on or before the 3rd Tuesday in April) and set Mill Rate
Town Hall
Conference Room 206
7:30 p.m.

NOTE: School Spring Break April 10th through 14th

APRIL **LEGAL DATE: Board of Finance filing of**
(By the 3rd Tues. in April)** **2017-2018 Town Appropriations and Tax Rate with Town Clerk.**

MAY 8TH, MONDAY **LEGAL DATE: RTM Approval of 2017-2018**
Town of Darien Budget.

Town Hall
Auditorium
8:00 p.m.

9/28/16

PERSONNEL ACTION REPORT

October 18, 2016

Item	Name	Action	Replacing/Location/Position	Effective Date		Tenure Area	Certification Class/Step
				From	To		
1	Jessica McDonough	Appointment	K. Vucetic/Ox Ridge/Special Education Teacher	10/21/2016	11/1/2020	Teacher	Special Education K - 12 MA Step 3
2	Tanya Pereira	Appointment	J. Rivers/Central Office/ Special Education Secretary	10/17/2016	6/30/2017	NA	
Resignations							
3	Dyan Gonzales	Resignation	Library Media Specialist/Holmes		11/11/2016		